



*Empowering People*

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***GENDER POLICY***

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**DOCUMENT APPROVAL PAGE**

Document approved by the Directors Jomesmer Kenya Limited

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Contents

Definition of Operational Terms ..... 4

1.0 GENDER SITUATION IN COMPANY..... 7

**1.1 Introduction..... 7**

**1.2 Vision of the Gender policy ..... 7**

**1.3 Mission of the Gender policy ..... 7**

**1.4 General Objectives of the Gender Policy ..... 7**

**2.0 GENERAL STRATEGIES OF THE GENDER POLICY..... 9**

**2.1 Rationale of the Gender Policy ..... 10**

3.0 POLICY ENVIRONMENT FOR GENDER EQUALITY ..... 11

**3.1 Introduction..... 11**

**3.2 National Environment ..... 11**

**3.3 Regional Environment..... 12**

**3.4 The International Environment..... 12**

**3.5 Jonesmer Kenya Limited Environment..... 13**

4.0 POLICY INTERVENTION ..... 14

**4.1 Introduction..... 14**

**4.2 Governance..... 14**

**4.3 Staff and Participants’ Welfare..... 14**

**4.4 Participants’ Admission, Retention and Completion of training ..... 14**

**4.5 Teaching and Learning ..... 15**

**4.6 Recruitment, Training and Development of Staff..... 15**

**4.7 Research and Scholarship ..... 15**

**4.8 Community Outreach and Extension..... 16**

**4.9 HIV/AIDS Endemic ..... 16**

**4.10 Gender-Based Violence ..... 16**

**5.0 POLICY GUIDING PRINCIPLES..... 18**

**5.1 Introduction..... 18**

**5.2 Policy Resolutions ..... 18**

**5.2.1 Policy Resolution One: Engendering the Curriculum on Training..... 18**

Strategic Actions ..... 18

**5.2.2 Policy Resolution Two: Secure Environment..... 19**

Strategic Actions: ..... 19

**5.2.4 Policy Resolution Four: Recruitment, Training, Promotion and Recognition..... 19**

Strategic Actions: .....	19
<b>5.2.5 Policy Resolution Five: Institutional Culture</b> .....	20
Strategic Actions .....	20
<b>5.2.6 Policy Resolution Six: Networking and Partnerships</b> .....	20
Strategic Actions: .....	20
<b>5.2.7 Policy Resolution Seven: Research and Innovations</b> .....	20
Strategic Actions .....	20
<b>5.2.8 Policy Resolution Eight: Resource Mobilization and Gender Budgeting</b> .....	21
Strategic actions: .....	21
<b>5.2.9 Policy Resolution Nine: Staff and Participants' Welfare</b> .....	21
Strategic actions: .....	21
<b>6.0 MONITORING, EVALUATION AND ACCOUNTABILITY FOR GENDER EQUALITY</b> .....	21
<b>6.1 Implementation Framework</b> .....	21
<b>6.2 Institutional and Regulatory Frameworks</b> .....	23
<b>6.3 Commitment to proactively eliminate gender discrimination and focus on substantive gender equality</b> .....	23
REFERENCES.....	24

## Definition of Operational Terms

**Affirmative Action:** A policy or program of taking steps to increase the representation of certain designated groups in all areas of life in institutions. It seeks to redress past discrimination or bias through active measures.

**Curriculum:** Refers to the content of an education and training programs.

**Disaggregated data:** Data that are presented in terms of gender, sex, age, or other variables that emphasize the differences on needs, activities, priorities and interests of the community.

**Engender:** The process of ensuring that planning and programming is appreciative of and takes into account gender differences and concerns.

**Gender:** Social and culturally constructed categories based on sex.

**Gender policy:** A framework which lays out what needs to be done in order to address gender imbalances in a given setting. It entails broad guidelines providing a framework for ensuring gender equality

**Gender Discrimination:** Refers to unequal treatment of individuals or groups of people on the

basis of their gender that results in reduced access to /or control of resources and opportunities.

**Gender Equality:** Refers to the equal treatment of women and men, boys and girls so that they can enjoy the benefits of development including equal access to and control of opportunities and resources

**Gender Equity:** Refers to the practices of fairness and justice in the distribution of benefits, access to and control of resources, responsibilities, power and opportunities.

**Gender Identity:** The conscious and unconscious thoughts and emotions of individuals as a gendered being. Gendered identities are not fixed, they are constructed.

**Gender Mainstreaming:** The consistent integration of gender concerns into the design, implementation, monitoring, and evaluation of policies, plans, programs, activities and projects at all levels.

**Gender Parity:** A numerical concept referring to equal number of girls and women, boys and men relative to their respective numbers in the population

**Gender Responsiveness:** Refers to Action taken to correct Gender Imbalances

**Gender Stereotype:** The uncritical beliefs and judgments about a person because of his/her gender but which is often not true.

**Feminism:** A belief that women and men are equal and they should be valued equally and have equal rights

**Matriarchy:** A hierarchical system controlled by women; in which culturally women control political and economic structure. However few societies have been organized in this manner

**Patriarchy:** A hierarchical system of social organization in which culturally, men control political economic structures.

**Sexism:** The subordination of one sex based on the assumed superiority of the other sex

**Sexual Harassment:** Unwelcome acts, sexual advances, requests for sexual favours or unwanted physical, verbal or non-verbal conduct of a sexual nature.

## **1.0 GENDER SITUATION IN COMPANY**

### **1.1 Introduction**

Jomesmer Kenya Limited is committed to the promotion of gender equality empowerment where all employees enjoy equal opportunities, equal rights and non-discrimination in all spheres of life. Gender Mainstreaming has been ranked among the strategic priorities of Jomesmer Kenya Limited

### **1.2 Vision of the Gender policy**

Nurturing a Gender Responsive Company in which attainment of Gender Equality is a priority.

### **1.3 Mission of the Gender policy**

Embracing Gender Responsive Approaches in Generation, Preservation and Dissemination of knowledge

### **1.4 General Objectives of the Gender Policy**

The following are the General Objectives of the Company's Gender Policy:

- 1.4.1** To ensure that staff and trainees, live and work in an environment of mutual respect, free from discrimination, harassment, hostility, intimidation, retaliation and humiliation, thereby enhancing the dignity of all genders.
- 1.4.2** To ensure the involvement of the minority gender at any point in time in Company-wide decision making processes as a way of carrying everybody along and ensuring that decisions are collectively owned and defended.
- 1.4.3** To ensure that all research, training and development activities in the Company are gender sensitive and aimed at bringing out the best in both men and women.
- 1.4.4** To ensure that the work place is gender friendly and supportive of men and women and their specific needs and roles.
- 1.4.5** To ensure that gender mainstreaming and equity are both taken into consideration in long term company plans.

**1.4.6** To ensure that training of participants reflect gender equity, are transparent and non discriminatory.

**1.4.7** To evolve work culture that is gender sensitive and promotes non-discriminatory best practices and procedures in all aspects of the Company including service delivery.

**1.4.8** To create a company community (and the larger society) where both men and women are respected, valued and treated fairly, justly and equally.

**1.4.9** To enrich and strengthen diversity and encourage academic freedom.

**1.4.10** To institutionalize the gender desegregations of all company data at the various points of generation, and the periodic analysis of such data.

**1.4.11** To ensure development and implementation of Gender Responsive policies, programmes and plans in the company.

**1.4.12** To develop a knowledge base that provides a broad understanding of Gender issues and perspectives by initiating research programmes in the company.

**1.4.12** To establish and strengthen linkages with the government and other stakeholders to promote coordinated approach to Gender mainstreaming in the company in particular and society in general.

**1.4.13** To ensure compliance with National and International obligations in Gender mainstreaming.



## **2.0 GENERAL STRATEGIES OF THE GENDER POLICY**

- a) There shall be a Gender Coordinator and a Gender Mainstreaming Committee to advise on matters of gender equity and diversity. The Company shall adapt the following general strategies to meet the above objectives:
- i) To develop and implement the gender policy for the Company.
  - ii) To identify gender needs and concerns in the Company.
  - iii) To create awareness about the need for gender mainstreaming in the Company.
  - iv) To develop clear strategies and guidelines for gender mainstreaming in the Company.
  - v) To implement, monitor and evaluate gender mainstreaming in the Company.
  - vi) To develop a rapport with stakeholders in order to enhance partnerships for gender mainstreaming in the Company and outside.

The Coordinator Gender unit shall execute the following functions:

- i) Identify gender concerns, needs, priorities, constraints and opportunities within the community on the promotion of gender equality.
- ii) Ensure that gender needs, concerns and priorities are integrated into the design, implementation, monitoring and evaluation of the Company policies and programs at all levels.
- iii) Conduct gender analysis to assess the status of gender mainstreaming and design any strategic mitigative measures.
- iv) Develop gender sensitive performance indicators to monitor the progress of gender equality and empowerment.
- v) Identify capacity needs and design appropriate sector specific capacity building programs.
- vi) Establish public/private partnerships to support gender mainstreaming programs.
- vii) Develop annual work plans for gender mainstreaming in line with ministries strategic plan, policies and programs
- viii) Develop monitoring and evaluation tools to assess the progress and impact of gender mainstreaming and prepare progress reports on a quarterly basis to the Ministry of Public Service and Gender
- ix) Actively participate in Company based budget processes to ensure adequate resources are allocated for gender mainstreaming work.

## **2.1 Rationale of the Gender Policy**

The policy aims to ensure that women and men work together in an environment of equality by addressing key issues of human rights and Gender Equality.

This Policy commits Jomesmer Kenya Limited to making human and financial capacity and resources available to support the quest for Gender Justice.

### **i) A Blueprint for Gender-Responsiveness**

This Gender Equality Policy signals the position of the Company on gender issues as part of its Vision, Mission and Core Functions.

The policy prepares the Company and provides guidelines for responding to gender issues as they arise in the institution, the community and society at large.

### **ii) A Human Right**

The attainment of equity and gender equality is regarded as absolutely essential from a human rights perspective. Jomesmer Kenya Limited is required to take into account the rights of all its members, irrespective of gender.

A Gender Policy will confirm and institutionalize the rights, responsibilities and duties of all stakeholders in the Company

### **iii) A Prerequisite for Sustainable Development**

It is now a well-established fact that gender equality is central to sustainable development where every member of society is treated with respect and dignity, affording them equal opportunity to realize their full potential.

Kenya has signed and ratified CEDAW in 1984; the BPA in 1995; is committed to MDGs (2000); the resolution of African Union Summit (September 2004); United Nations Declaration on Violence Against Women (1994) and others.

Education is an empowering force to support sustainable development and therefore, Jomesmer Kenya Limited has a crucial role to play in contributing to the broader societal goal of gender equality.

This can only be achieved by the Company investing in eliminating all the social and structural impediments that stand in the way of women/men's full participation in higher education.

### **iv) A Benchmark for Institutional Advancement**

Gender equality has become one of the most important areas by which the quality and effectiveness of an institution is judged.

A Gender Policy provides an institutional framework within which actions on gender can be taken at all levels.

It further provides a framework that enables the Company and all its stakeholders to undertake initiatives that are mutually beneficial and lead to the promotion of gender equality and equity.

An effective Gender Policy is supported by detailed rules and regulations to guide the institution towards more effective equity and equality strategies.

**v) Key to Problem Solving**

For addressing the root causes of gender inequality resulting from sexual discrimination, harassment and other malpractices.

### **3.0 POLICY ENVIRONMENT FOR GENDER EQUALITY**

#### **3.1 Introduction**

This gender policy is guided by various National, Regional and International policy documents and gender related decisions. The Company is part of the larger global community and hence strives to maintain harmony with them.

However; it also seeks to establish its institutional identity based on the Company's Vision and Mission.

#### **3.2 National Environment**

Jomesmer Kenya Limited Gender Policy is in line with the supreme law of the land; the Constitution of the Republic of Kenya (2010), The Ministry of Gender, Children and Social Development's Vision of Just and Cohesive Society. Therein, people enjoy equal opportunities and high quality life.

It provides for the recognition of gender equality as well as equity of persons and outlaws all forms of discrimination including that based on sex.

Chapter 3 on citizenship will make it possible for foreign women married in Kenya to settle down and take care of their families without any harassment or discrimination.

Chapter Four section 27 of the constitution on The Bill of Rights requires the state to ensure Equality and Freedom from Discrimination. It states in part that women and men have the right to equal treatment including the right to equal opportunities in political, economic, cultural and social spheres.

Gender balance and fair representation of marginalized groups on all constitutional and other bodies is also implied in other parts of the Constitution such as Chapter 4 section 53 on rights of children; Section 28 on human dignity; Section 45 on family and Chapter 5 section 1 on land, It further obligates the State to take affirmative action in favour of minorities and marginalized groups in Chapter 4, Section 56.

The constitution guarantees 30% women representation at decision making levels in employment, appointments, recruitments, promotion and training. This inclusion confirms government's commitment towards gender equality.

In devolved governments, reference is made that no more than two thirds of the members of the representative bodies in each County government be of the same gender.

Section 21 of the Public Officer Act 2003 provides that a public officer shall not sexually harass a member of the public or a fellow public officer. Section 29 of the employment act provides for maternity leave and rights therein. Section 5(3a) of the employment act 2007 also provides for non-discrimination and non-harassment of an employee.

The National Policy on Gender and Development (NPGP 2000) as well as the Gender Education Policy (GEP 2007), supports the mainstreaming of gender in the national development process.

### **3.3 Regional Environment**

Within the African Continent, the African Union (AU) has provided benchmarks for gender parity. In addition, African member states have now ratified the Protocol to the African Charter on Human and People's Rights on the rights of Women in Africa (Maputo Protocol). The Kenyan government has ratified and signed the resolution of African Union (AU) Summit (September 2004) on employment creation and poverty alleviation.

The African Union has set a benchmark of 50% for women's participation in decision-making processes. The regional environment has therefore, provided a positive gender policy framework within which the adoption of Jonesmer Kenya Limited Gender Policy demonstrates the Company's commitment to supporting the regional agenda for gender and development.

### **3.4 The International Environment**

Kenya is signatory to several international conventions and declarations that provide for

human rights and freedoms.

The Universal Declaration of Human Rights (UDHR) provides a common understanding of the human rights and freedoms referred to in the UN Charter and serves as a common standard of achievement for all Nations in conjunction with the Bill of Rights.

Moreover, the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), which Kenya ratified in 1984, emphasizes affirmative action as a strategy for closing the gender gap towards substantive equality. The Beijing Platform for Action (1995) provided a rich background for entrenching gender mainstreaming policies.

In light of the institutional, national, regional and international developments and positions on issues of gender equity and equality, Jomesmer Kenya Limited is committed to its role and mandate as a leading national and globally accredited institution by situating itself strategically at the forefront of responsiveness to gender mainstreaming.

This Gender Policy is the engine to propel gender mainstreaming process forward, as well as provide the checks and balances for it.

### **3.5 Jomesmer Kenya Limited Environment**

On its part, **Jomesmer Kenya Limited** has developed a Gender Unit and instituted the Gender Mainstreaming Committee . The Gender Officer, now the coordinator gender unit and Gender Mainstreaming Committee has the responsibility for mainstreaming gender into all departments of the company.

Like other policy documents developed in the company, the gender policy is governed by the company Strategic Plan for the period 2022/2023-2027-2028. The gender policy is particularly relevant with enhancing Gender Mainstreaming.

In order for policies to have progress, it is imperative for them to have an Action Plan with clear indicators. The objective of the plan of action shall be to facilitate Gender Mainstreaming. The action plan responds to the challenges of implementations of gender equality policies and programs.

The Gender Unit Plan of Action provides a framework for initiatives among the stakeholders. This includes, harmonization, coordination, monitoring and evaluation of Gender Equity and Equality.

Further, it offers opportunities for strengthening and fastening implementation of gender related legislations and the creation of an enabling environment for translation of commitment into action.

Therefore, Gender Plan of Action shall Mainstream Gender in the development process in the company and provides a common framework for all stakeholders to promote gender equality.

## **4.0 POLICY INTERVENTION**

### **4.1 Introduction**

Gender is a broad field and achieving the objectives of this policy will need several interventions. The following areas of interventions will be initiated:

### **4.2 Governance**

The governance structure of company consists of the Directors, , the Company Management Board, Chairpersons of Departments and Heads of Sections.

The objective of gender intervention in governance is to adopt all possible means of involving both men and women in all the Decision Making Processes within the company.

To meet the above objectives, the company will:

- Ensure gender issues are mainstreamed in all company programs and projects at all levels.
- Create a conducive environment for equitable access to opportunities for governance and management of resources by women and men.

### **4.3 Staff and Participants' Welfare**

Jomesmer Kenya Limited understands the importance of promoting social justice to all participants and staff.

They are entitled to freedom and protection from all sorts of discrimination on the basis of gender.

The objective of gender intervention in this context is to provide participants and Staff with a conducive environment for teaching, learning, working, and even recreation.

To achieve the above goals, the company will:

- Establish a sexual harassment policy to safeguard participants and staff.
- Create awareness on the gender policy among participants and staff to ensure that they know their rights and obligations.

### **4.4 Participants' Admission, Retention and Completion of training**

The company will strive to achieve a gender balance in trainings in order to strike a balance in male and female population.

The objective of gender intervention in this area is to:

- Attain gender balance in admission and completion of training by ensuring gender sensitive approach is applied.
- To meet this objective, the company will:
- Provide mentoring and enabling environment for enhancing quality academic

performance for both male and females.

- Adopt affirmative action in admission(if necessary)

#### **4.5 Teaching and Learning**

The Mission of Jonesmer Kenya Limited is to provide excellent training and research to suit the needs of a dynamic world. It Generates, preserves and disseminates knowledge

In view of the above, there is need to address any gender disparities in teaching and learning in the company.

The objective of gender intervention in this area is to:

- Identify gender related factors that hamper effective teaching and learning processes and provide remedies with a view to achieving gender parity.

To meet this objective, the company will:

- Ensure a safe and friendly environment for teaching and learning which is responsive to the needs of both female and male.

#### **4.6 Recruitment, Training and Development of Staff**

Jonesmer Kenya Limited recognizes that it's most important asset is its human resources. Capacities building for staff of both gender enhance quality performance and service delivery.

The objective of gender intervention in this area is to:

- Eliminate gender disparities and achieve equity in staff recruitment, training, retention and any other development.

To meet this objective, the company will:

- Enhance gender balance in recruitment, training and development to various positions in the university.
- Ensure that institutional work environments are gender responsive.

#### **4.7 Research and Scholarship**

Jonesmer Kenya Limited has a Research and Innovation division

The objective of gender intervention in this area is to:

- Identify all the barriers to equality between women and men in research and scholarship. This is meant to achieve equitable representation in distribution of scholarships, access to research funds and participation in research projects.

To meet this objective, the company will:

- Ensure that research funds and donor information are deliberately accessible to all staff and participants
- Promote and support the participation of male and female staff and participants in

research projects.

#### **4.8 Community Outreach and Extension**

The company has a Collective Social Responsibility to the society. The company should not be seen as an 'ivory tower'.

The objective of gender intervention in this area is to:

- Offer professional knowledge and services to community members of both genders.
- Market the company as gender sensitive center of excellence.

To meet this objective, the company will:

- Improve its corporate social responsibility
- Involve the Gender office in community outreach and extension work.

#### **4.9 HIV/AIDS Endemic**

The 2012 Kenya Aids Indicator Survey (KAIS) HIV prevalence in urban areas (6.5%) was higher than that of rural areas (5.1%) among adults and adolescents aged 15-64 years. These proportions represent an estimated 677,000 persons aged 15 to 64 years living with HIV in rural areas and 515,000 in urban areas in 2012. Among persons aged 15-49 years, HIV prevalence declined significantly between 2007 and 2012 among younger women aged 15-19 years (3.1% in 2007 to 1.1% to 2012), 20-24 years (7.5% in 2007 to 4.6% in 2012), and 30-34 years (18.7% to 6.6%). During the same time period, significant declines in HIV prevalence among women (8.5% vs. 6.2%, respectively) and men (5.4% vs. 3.6%, respectively) were observed

Jomesmer Kenya Limited recognizes the need to develop urgent measures aimed at assisting both the infected and affected staff members.

The objective of gender intervention in this area is to:

- To prevent and control HIV/AIDS infection rate and provide supportive services for participants and staff members already infected and affected.

To meet this objective Jomesmer Kenya Limited will:

- Encourage open discussion on HIV/AIDS and sexuality issues with staff advocate for positive behaviour change.
- Develop appropriate HIV/AIDS prevention materials for use by Jomesmer Kenya Limited community.
- Conduct gender-related HIV/AIDS research and disseminate findings.

#### **4.10 Gender-Based Violence**

Jomesmer Kenya Limited is committed to eliminating gender-based violence (GBV) by creating and maintaining a conducive working and learning environment, free from any forms of GBV. Jomesmer Kenya Limited shall have zero tolerance to GBV.



Jomesmer Kenya Limited gender unit will provide disciplinary procedures and reprieve for the aggrieved and Provide prompt, effective, consistent, sensitive and fair guidelines for handling cases. The objective of gender intervention in this context is to:

- prevent cases of GBV at MMUST, create awareness on what constitutes GBV and the reporting procedure for victims of GBV,
- Conduct gender-related HIV/AIDS research and disseminate findings.

To achieve the above goals, the company will:

- Enhance better understanding and appreciation of GBV and sexual harassment throughout Jomesmer Kenya Limited community with the aim of preventing occurrence of the same.
- Ensure safety and security of all members of Jomesmer Kenya Limited community, especially female students and staff, who are the highly GBV vulnerable.
- Enhance capacity among members of the Jomesmer Kenya Limited community and the managers to support implementation of the policy.
- Enact ethical and detailed procedures for reporting and documenting cases of GBV.

## **5.0 POLICY GUIDING PRINCIPLES**

### **5.1 Introduction**

The following policy guiding principles and resolutions are proposed to the Jomesmer Kenya Limited Board of Management

In line with the International and National Gender Policy Principles the guiding principles for Jomesmer Kenya Limited Gender Policy are:

- (a) Women and men in Jomesmer Kenya Limited are not a homogenous group; their differences must be taken into account to achieve substantive equality and equity;
- (b) The dignity and integrity of every human being must be regarded with utmost respect.
- (c) There is need for clear political will, commitment and allocation of adequate resources (financial and human) for the translation of the concept into practice.
- (d) Avoid assumptions that issues or problems are neutral from a gender Equality perspective.
- (e) Sustainable development is possible only if based on equal partnership and mutual respect between women and men.
- (f) Affirmative action may be used to correct gender imbalances.
- (g) The review of the gender situation at the university must be undertaken regularly

### **5.2 Policy Resolutions**

#### **5.2.1 Policy Resolution One: Engendering the Curriculum on Training**

Jomesmer Kenya Limited shall take all necessary steps to engender the curricula of all its training programmes.

#### **Strategic Actions**

- i. Create a framework for engendering the company curriculum
- ii. Review and engender all existing curricula and ensure that new programmes are gender responsive.
- iii. Impart gender analytical skills and knowledge to all staff to enable them engender the Jomesmer Kenya Limited teaching and learning programmes and build a gender responsive environment.
- iv. Design and implement a mandatory cross cutting core topic on Gender and Development for all participants

### **5.2.2 Policy Resolution Two: Secure Environment**

The Jomesmer Kenya Limited Board Management and Administration shall promote a gender friendly and inclusive secure environment in the company. This will ensure effective protection of bodily integrity and dignity of every member of the Jomesmer Kenya Limited community.

#### **Strategic Actions:**

- i. The Company shall institute concrete mechanisms to address gender-based violence against participants and staff.
- ii. Strengthen counselling services and allocate adequate resources for prevention, management and rehabilitation of survivors of gender-based violence in Jomesmer Kenya Limited

### **5.2.3 Policy Resolution Three: Participants' Performance and Secure Environment**

Jomesmer Kenya Limited Board shall support training programmes aimed at improving gender balance in performance of all participants

#### **Strategic Actions**

- i. Continue to support affirmative action programmes to address gender gaps and imbalances in all programs.
- ii. Provide learner support services that enhance successful completion of their programmes.
- iii. Establish linkages with educational institutions and other stakeholders to increase retention of disadvantaged participants
- iv. Develop mechanisms for monitoring the performance and retention of participants
- v. Institute a mentoring system as a support mechanism for increasing the retention of disadvantaged participants

### **5.2.4 Policy Resolution Four: Recruitment, Training, Promotion and Recognition**

Jomesmer Kenya Limited shall support activities aimed at improving gender balance in staff recruitment, training, promotion and recognition.

#### **Strategic Actions:**

- i. Review staff appointments criteria to include gender-responsive considerations.
- ii. Review the criteria for accessing staff development opportunities in order to accommodate the various gender roles and needs of members of staff.
- iii. Recognize and reward staff members who have excelled in their fields and service to the company and the wider community.

### **5.2.5 Policy Resolution Five: Institutional Culture**

Jomesmer Kenya Limited shall promote and enforce a gender-responsive organisational culture to eliminate patriarchal-based inequities in all its activities.

#### **Strategic Actions**

- i. Develop and enforce policy guidelines on the use of gender inclusive language throughout Jomesmer Kenya Limited
- ii. Review and update all existing Jomesmer Kenya Limited policies, forms and procedures to eliminate sexist language.
- iii. Develop and operationalize a policy prohibiting public display of visual aids and materials that are demeaning to women and men.
- iv. Develop and enforce a gender-sensitive code of conduct for Jomesmer Kenya Limited staff and participants
- v. Organize special gender awareness orientation programs for new members of Jomesmer Kenya Limited governing bodies, staff and participants

### **5.2.6 Policy Resolution Six: Networking and Partnerships**

Jomesmer Kenya Limited shall promote and support gender equality networks and partnerships in order to develop strong gender equality advocacy and activism within and outside the company.

#### **Strategic Actions:**

- i. Develop and disseminate guidelines on engendering outreach programmes at the national, regional and international levels.
- ii. Develop and implement programmes that promote grassroots linkages and civil society organizations for greater gender activism.
- iii. Encourage and support the participation of Jomesmer Kenya Limited staff and participants in national, regional and international conferences and other fora that enhance knowledge and sharing on gender issues.

### **5.2.7 Policy Resolution Seven: Research and Innovations**

Jomesmer Kenya Limited shall adopt a gender-responsive research environment that improves the understanding of national development issues and impacts positively on the lives of women and men.

#### **Strategic Actions**

- i. Design and carry out a gender-focused research skills training programme for staff members.
- ii. Develop guidelines to ensure that research and innovations, irrespective of discipline, integrate gender analysis.
- iii. Develop and regularly update a databank that is relevant to enhancing equal

opportunity for both genders and link it to Jomesmer Kenya Limited Company's management tools.

- iv. Expand dissemination outlets of international standards for gender-focused research and publications.

### **5.2.8 Policy Resolution Eight: Resource Mobilization and Gender Budgeting**

Jomesmer Kenya Limited shall actively promote resource mobilization and gender budgeting processes as a way of ensuring adequate and sustainable budget allocations for effective institutionalization of gender mainstreaming as a cross-cutting issue within the core activities of the company.

#### **Strategic actions:**

- i. Develop and implement a resource mobilization strategy for financing the Gender Equality Policy objectives.
- ii. Enable the development of Gender Sensitive indicators including impact indicators for monitoring and evaluation.
- iii. Design guidelines and implement a gender budgeting training programme for all key staff involved in company planning and budgeting processes.
- iv. Earmark budgetary resources, on the basis of a well-clarified percentage, for funding gender mainstreaming processes in all the core functions of the Company.
- v. Establish a mechanism for financial accountability for resources allocated for gender mainstreaming.

### **5.2.9 Policy Resolution Nine: Staff and Participants' Welfare**

Jomesmer Kenya Limited shall plan and provide for the welfare of all its staff and participants in order to achieve optimal productivity.

#### **Strategic actions:**

- i. Engender human resource policies
- ii. Formulate and implement a gender-sensitive policy on disability
- iii. Formulate and implement a policy on sexual and reproductive rights of participants

## **6.0 MONITORING, EVALUATION AND ACCOUNTABILITY FOR GENDER EQUALITY**

### **6.1 Implementation Framework**

For the purpose of progress of the gender policy, it is important to develop a set of indicators that will ensure institutions do move towards achieving gender equality.

All individuals in Jomesmer Kenya Limited, and all those associated with the company have a responsibility to adhere to the Policy and apply it in their day-to-day activities and in all dealings

with, or on behalf of the company. The overall responsibilities in relation to this Policy are as follows:

### **The Company Board**

The company board, is responsible for ensuring that the institution fulfils its responsibilities for promoting gender equality and eliminating discrimination.

In fulfilling this responsibility, board will receive an annual progress report on the monitoring and implementation of the Policy to enable its members ensure that the Policy is being operationalized.

The board will further monitor progress on the implementation of the Policy. The board will discharge this responsibility through management structures of the company.

### **The Role of heads of departments**

The above-mentioned stakeholders are responsible for the implementation of the Gender Policy within their areas of responsibility.

This involves putting the policy and its strategies and procedures into practice; making sure all staff are aware of their responsibilities; receiving support and training in carrying these out; and taking action against staff or students who discriminate on grounds of gender.

### **The Role of Gender Officer**

The gender officer will play the role of coordinating all efforts of implementation by the various units of Jomesmer Kenya Limited.

### **The Role of Staff and Participants**

All staff and participants have a role to play in promoting gender equality, creating and maintaining an environment where there is zero tolerance to harassment and discrimination.

### **The Role of Partners**

All partners, and those who provide services to the company are responsible for complying with the Gender Policy.

## **6.2 Institutional and Regulatory Frameworks**

The implementation of the gender policy requires a well-coordinated and guided institutional framework to translate goals, objectives and strategies into action programs at all levels of the company functions.

The implementation of the policy will therefore, be operationalized through the existing Jomesmer Kenya Limited institutional structures or in new structures.

### **Enhancing Organizational Capacity to Implement the Policy**

Jomesmer Kenya Limited aims at maximizing its own institutional capacity and marshaling political will to achieve the objectives of the gender policy by providing adequate support, guidance and training to staff and learners. In addition, organizational structures, working practices and management styles that reflect the principles of gender equality and equal opportunities will be promoted throughout Jomesmer Kenya Limited.

### **Jomesmer Kenya Limited Gender Mainstreaming Committee (GMC)**

The Gender Mainstreaming committee will have different technical working groups or sub- committees that will oversee the implementation of the different aspects of Gender Mainstreaming Program.

### **Technical Working Groups / Sub-Committees**

The Gender Mainstreaming Committee will have Technical Working Groups or Sub-committees composed of members drawn from relevant company units to offer expertise and extra support Gender Mainstreaming issues

Examples are as follows:

- a) Anti-Sexual Harassment Sub- committee.
- b) Technical Working Group on Engendering the Jomesmer Kenya Limited Curricular
- c) Resource Mobilization Sub-committee
- d) Planning Units Sub-Committee
- e) Trainers Sub-Committee

## **6.3 Commitment to proactively eliminate gender discrimination and focus on substantive gender equality.**

The monitoring and implementation process outlines the steps Jomesmer Kenya Limited will take to operationalize the identified policy resolutions. The company shall identify and make available appropriate resources to implement the monitoring and evaluation.

The monitoring and implementation shall constitute the Company Gender Strategic Action

Plans which shall be the major tools for monitoring the implementation of the Gender Policy and achieving its objectives.

### **Monitoring and Evaluation**

Successful implementation of this Gender Policy will largely depend upon effective Monitoring and Evaluation (M&E) mechanism. These tools are necessary means for assessing the implementation of strategies and achievements of policy goals and objectives.

Regular and timely monitoring of progress regarding this policy and associated action plans will be carried out by the Gender Mainstreaming Committee (GMC). The GMC will review their progress on the implementation of gender equality activities annually and submit them through the Gender Coordinator for consideration and forwarding to the Management Board

The Gender Mainstreaming unit shall annually produce gender data that supports the implementation and monitoring of the policy. It will also have the responsibility for tasking working groups to produce reviewed and updated versions of this Policy.

This Policy will be published on the University website, publications and promotional materials

### **REFERENCES**



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