



BANK OF PAPUA NEW GUINEA



# GENDER EQUITY AND SOCIAL INCLUSION (GESI) POLICY



*POSITIVE. RESPECTFUL. EQUITABLE. INCLUSIVE*

## GOVERNOR'S MESSAGE



On behalf of the members of the Board, I am pleased to present the Bank of Papua New Guinea's (BPNG) Gender Equity and Social Inclusion (GESI) Policy. The foundation of our GESI Policy is enshrined within Section 55 of the Constitution of the Independent State of Papua New Guinea which calls for equality of rights for all citizens in all areas of social, economic and political development irrespective of their differences.

I acknowledge and thank the Department of Personnel Management for their work in developing the Government of Papua New Guinea's National Public Service Gender Equity and Social Inclusion (GESI) Policy and supporting implementation materials. Our GESI Policy draws heavily on the content and guidance they have provided and we are pleased to contribute to our government's commitment to create a fair and equitable society free from discrimination. As a member of the Alliance for Financial Inclusion (AFI), by adopting and implementing our GESI Policy, we are also pleased to confirm and demonstrate our support for the AFI Network's commitment to gender and women's financial inclusion under the Denarau Action Plan.

Our Policy is intended to provide a framework to help champion and integrate gender equity and social inclusion principles within BPNG. We recognise that, as the central bank of Papua New Guinea, we have a unique and very important role to play in the economic and social development of our nation. As an employer, the provision of equal opportunities for individuals to access paid employment and training contributes to economic empowerment, independence and self-development. As the driver of Papua New Guinea's national financial inclusion strategy and the regulator of financial institutions and service providers, enabling the provision of fair and equitable access to financial products and services for all Papua New Guineans will help to reduce poverty, hunger, poor health and wellbeing, low education, inequality and many of the current drivers of social exclusion. As a respected and well-established organisation, we also have the opportunity to role model fair and inclusive practices to generate greater understanding within the wider community and to encourage positive change.

We see this Policy as essential to ensuring gender equity and social inclusion principles and values are fully integrated in all aspects of the work of BPNG. We are very pleased to endorse its adoption and pledge our full support to management and staff during the Policy's initial and ongoing implementation.



**Loi M Bakani CMG**

**Governor Bank of Papua New Guinea**

## Table of Contents

<b>ACRONYMS</b> .....	3
<b>OVERVIEW</b> .....	4
<b>GENDER EQUALITY and GENDER EQUITY</b> .....	5
<b>SOCIAL INCLUSION</b> .....	6
<b>WHY IS ENSURING GENDER EQUITY AND SOCIAL INCLUSION IN OUR WORKPLACE IMPORTANT TO US?</b> .....	7
<b>OUR VISION</b> .....	8
<b>OUR MISSION</b> .....	8
<b>OUR VALUES</b> .....	9
<b>EXPECTED BENEFITS AND OUTCOMES</b> .....	9
<b>IMPLEMENTATION OF OUR GESI POLICY</b> .....	10
<b>COMMITTED LEADERSHIP AND OVERSIGHT</b> .....	11
<b>KEY ROLES AND RESPONSIBILITIES IN OUR WORKPLACE</b> .....	11
<b>MAINSTREAM GENDER EQUITY AND SOCIAL INCLUSION VALUES AND PRINCIPLES</b> .....	11
<b>DEVELOPING AN ACTION PLAN FOR GESI POLICY IMPLEMENTATION</b> .....	13
<b>SNAPSHOT: OUR GENDER EQUITY AND SOCIAL INCLUSION POLICY</b> .....	15
<b>DEFINITION OF TERMS</b> .....	16

## ACRONYMS

BPNG	Bank of Papua New Guinea
GESI	Gender Equity and Social Inclusion
HR	Human Resources
PNG	Papua New Guinea

## OVERVIEW

We have developed this Policy as a framework to address Gender Equity and Social Inclusion (GESI) values and principles within the Bank of Papua New Guinea (BPNG). It is based on Section 55 of the National Constitution which calls for the equality of all Papua New Guinean citizens recognising that we all have the same rights, privileges, obligations and duties irrespective of race, tribe, place of origin, political opinion, colour, creed, religion or sex.

The Policy is intended to be a tool for increasing our understanding of GESI values and principles as well as a practical guide for our management and staff to mainstream them into our strategic planning, policies, budgets, internal and external business processes and our engagement with various stakeholders.

Our aim in adopting this Policy is to create a working environment and culture that is positive, respectful, courteous, inclusive, collaborative, diverse, productive, equitable and free from discrimination for all our employees. It will guide our shared understanding of gender equity, social inclusion and related terms and define our leadership values and behaviours at an individual, team and management level in support of these principles. We want our employees to feel supported and confident in identifying and disclosing barriers that prevent gender equity and a socially inclusive working environment. We also want GESI principles and values to underpin our relationships and engagement with all of our stakeholders, customers and external suppliers. By integrating these principles and values into our business processes and systems and allowing them to become a part of everyday operations in our workplace, we will identify and eliminate organisational policies, processes and practices that prevent gender equity and foster social exclusion.

This Policy has been developed through extensive consultations with all BPNG departments and has benefited from the input of many staff at all levels. Gender is a cross-cutting issue and the implementation of our GESI Policy will require full commitment from all of us. Every one of us will be expected to contribute to the development and implementation of plans for the integration of gender perspectives into all aspects of our work and we will use these plans to track and monitor our progress. The actions we take in our everyday business operations will ensure gender equity and social inclusion values and principles become an integral and essential part of our organisational culture. In so doing, we will be able to develop and grow to our fullest potential irrespective of our differences and without fear of discrimination.

By facilitating equal opportunities for employment and financial inclusion for all, we believe that we can have a profound and positive impact on the economic, social and developmental growth of all staff, our stakeholders and the wider community in which we live and work.

## GENDER EQUALITY and GENDER EQUITY

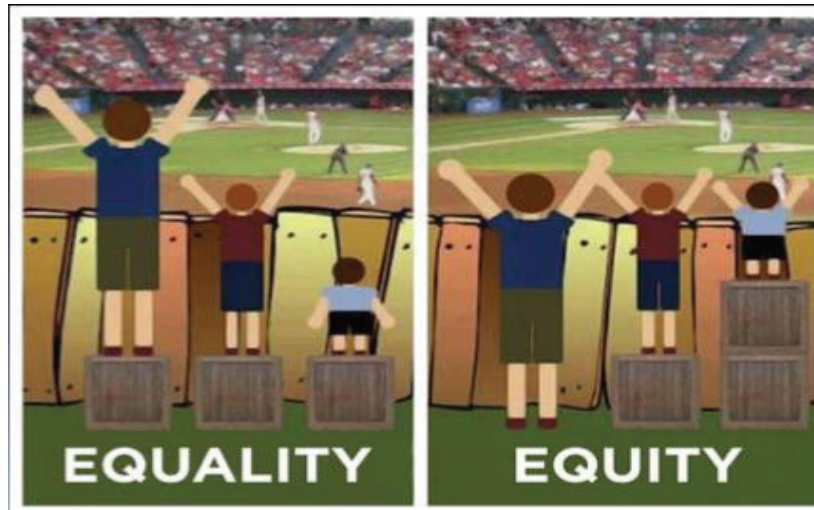
To truly ensure equal opportunity for all, it is important that we acknowledge and understand the differences between men and women and how these differences impact our daily lives.

**Gender equality** means that men and women have equal values, rights and opportunities to participate in all aspects of employment and life. It means equally valuing both the differences and the similarities between men and women and the varying roles they play. It does not mean that women become the same as men or vice versa. Rather, it means that having the ability to access rights or opportunities does not depend on one's gender.

Equality only works if men and women start from the same place. Before we can enjoy equality, we must first ensure equity.

**Gender Equity** is the process of being fair to disadvantaged men or women through specific interventions and actions such as balancing past or current differences that have had a negative impact on a woman or man's ability to participate fully and equally in employment and other opportunities.<sup>1</sup>

We acknowledge that women and men have different perspectives, needs, interests, roles and resources. These differences may be reinforced by culture, ethnicity or age and can create barriers to participation and, therefore, access to opportunities and benefits.



Integrating this critical understanding into our organisational culture, business strategies and operational planning and processes will help us to ensure that access to opportunities and benefits is fair for everyone regardless of their gender.

<sup>1</sup> Equal Employment Opportunity (EEO) Policy – (Department of Justice & Attorney General, PNG)

## SOCIAL INCLUSION

Papua New Guinea is one of the most culturally diverse nations in the world characterised by many different languages, tribes and customs. In almost all aspect of our lives, Papua New Guineans have to balance their professional responsibilities with those of their clans, customs and religion.

As an employer, by accepting people from diverse backgrounds and managing and integrating their needs, BPNG can play an important role in fostering social inclusion, thereby reducing inequality and exclusion from social, professional and economic opportunities. Ensuring our workforce reflects the diversity within our community maximises our organisation's strength and enables us to successfully fulfil our role and responsibilities.

As the regulator of financial service providers, we know that the products and services they provide can help to reduce many of the causes of social exclusion (poverty, hunger, poor health and wellbeing, low education levels, inequality, lack of decent work opportunities, and corruption). By adopting and implementing this policy and demonstrating our commitment to GESI values, we can raise awareness of gender equity and socially inclusive principles. By advocating for the development and delivery of products and services that ensure no individual or group is discriminated against, **we can** help ensure that those who might otherwise be excluded are able to exercise the same rights as others to access products and services which may help them to reduce financial insecurity and participate in economic opportunities.

**SOCIAL INCLUSION** means ensuring that people who might be excluded socially because of their sex, age, caste, clan, descent, disability, ethnic background, HIV or other health status, migrant status, religion, sexual orientation, social status, political opinion, where they live or other social identity, have equal conditions for realising their full human rights and potential to contribute to, and benefit from, national, political, economic, social and cultural development.



## WHY IS ENSURING GENDER EQUITY AND SOCIAL INCLUSION IN OUR WORKPLACE IMPORTANT TO US?

We believe that all men and women should have equal values, rights and opportunities to participate in every aspect of life. Advancing gender equality and equity is central to economic and human development and is critical to all areas of a healthy society from reducing poverty to promoting health, education, protection and the well-being of women, men, girls and boys.

Ensuring gender equity and social inclusion in our workplace is important to us because committing to gender equity and social inclusion strengthens our egalitarian values and ethics, the quality of our relationships, the efficiency of our work and the economic prosperity of our staff.

Enabling financial inclusion is a key priority for the Government of Papua New Guinea and we have taken up the challenge of developing and implementing Papua New Guinea's National Financial Inclusion Policy and First and Second National Inclusion Strategies<sup>2</sup>. Currently in PNG, almost two-thirds of the population continues to lack access to any form of formal financial services. Women in particular make up the largest proportion of those who are financially excluded. When men and women cannot access credit or open and effectively use bank accounts, it is difficult for them to plan, create and manage business activities and achieve their full economic potential. As a key stakeholder, enabling equitable and inclusive access to financial products and services for all is not only a question of basic human rights, but a fundamental part of what we do.

As a respected and well-established organisation, we also understand the important opportunity adopting and implementing our GESI Policy provides. By advocating for, and demonstrating, fair and inclusive practices, we hope to generate greater understanding of GESI values and principles within the wider community and to encourage and influence positive change.

---

<sup>2</sup> National Financial Inclusion Policy 2016-2020; National Financial Inclusion and Financial Literacy Strategy 2014-2015; Second National Financial Inclusion Strategy 2016-2020



## OUR VISION

BPNG's corporate vision is *to be a contemporary central bank and regulator excelling in performing its core functions and making a distinct and valuable contribution to the economic prosperity of Papua New Guinea.*

Our vision for gender equity and social inclusion in BPNG is to be fair and just in the way that we work so that status and conditions, benefits and responsibilities and access to opportunities and appropriate services are equally shared regardless of gender and without discrimination.

<b>OUR VISION</b>	<b><i>For our employees to have equal and equitable conditions for realising their full human rights and potential to contribute to economic, social and cultural development and to benefit from the results regardless of gender and without discrimination.</i></b>
-------------------	--

## OUR MISSION

BPNG's corporate mission is *to serve the people of Papua New Guinea by conducting effective monetary policy, maintaining a sound financial system and promoting the development of a first class payments system. We will act at all times to promote macro-economic stability and help foster the economic growth of our country.*

Our mission for the development and implementation of our GESI Policy is for principles of gender equity and social inclusion to be integrated into all aspects of BPNG's strategic, operational and business processes for the benefit of all.

<b>OUR MISSION</b>	<p><b><i>To develop and maintain a positive, respectful work culture that ensures equitable access to opportunities and benefits for all.</i></b></p> <p><b><i>To value and empower our staff, recognise and celebrate their diversity and harness their differences to create an inclusive working environment free from bias and discrimination.</i></b></p>
--------------------	--

## OUR VALUES

Our GESI Policy acknowledges and incorporates BPNG's corporate values<sup>3</sup> which guide our actions and shape our attitudes on a daily basis. We strive to practise and achieve ***Integrity, Efficiency, Transparency, Teamwork, Accountability and Professionalism*** in all aspects of our work. These values are the foundation of our work to integrate gender equity and social inclusion principles and values within BPNG so that our workplace culture is positive, respectful, equitable and inclusive. We also aspire for our leadership and the behaviours and attitudes of our staff to be a model for our community. We want to generate conversations and discussion about gender equity and social inclusion within our workplace but also beyond, into our homes and families, our communities, our society and how we engage with our stakeholders.

<b>OUR VALUES</b>	<b><i>Integrity + Efficiency + Transparency + Teamwork + Accountability + Professionalism</i></b>
	<b><i>Our values drive how we work together, how we do business, how we engage with our stakeholders and how we contribute to our communities.</i></b>
	<b><i>Building and supporting gender equity, diversity and inclusion within our workplace, our industry and our community is intrinsic to who we are.</i></b>

## EXPECTED BENEFITS AND OUTCOMES

In promoting and practising gender equity, diversity and inclusion, we add value to our business that benefits all our stakeholders. Eliminating discrimination, removing barriers and providing access to participation and opportunities supports higher performance, delivers stronger outcomes, and ensures a competitive advantage by helping us build a motivated, stable and committed team.

We believe that implementation of our GESI Policy will result in a workplace culture that embraces GESI principles and values characterised by:

- Increased technical capacity and understanding and awareness of GESI values and principles
- Recruitment and promotion based on merit
- Inclusive policies, processes and practices
- Recognition and acceptance of the principle of equality of opportunity for all people
- Fair and participative decision making
- Freedom from bias
- More transparent processes in our workplace
- More effective and informative management reporting
- Better monitoring and evaluation processes
- Reasonable adjustments to remove barriers to employment
- Engaged employees performing to their full potential
- Respectful communication

<sup>3</sup> Bank of Papua New Guinea Strategic Plan 2016 - 2020

- No tolerance for bullying or any form of harassment
- Demonstrated, more democratic leadership
- Equitable access to opportunities
- Valued and responsive services
- Respectful supplier relationships
- Strong community commitment
- Strong partnerships and mutually beneficial engagement with our stakeholders

<b>BENEFITS</b>	<i>Adopting and implementing gender equity and social inclusion principles adds value to our business and benefits all of our stakeholders. Eliminating discrimination, removing barriers and providing access to equal opportunities ensuring full and equal participation for all supports higher performance, delivers stronger outcomes, and ensures a competitive advantage by helping us build a stable and committed team of loyal long-term employees.</i>
<b>OUTCOMES</b>	<ul style="list-style-type: none"> <li>• <i>A team which is fully equipped at all levels to build and maintain gender equity and social inclusion</i></li> <li>• <i>Gender equity and social inclusion values and principles mainstreamed and embedded in all our processes</i></li> <li>• <i>Equitable access to opportunities and valued services</i></li> <li>• <i>Strong partnerships and committed stakeholder and community relationships</i></li> <li>• <i>Accountability</i></li> </ul>

## IMPLEMENTATION OF OUR GESI POLICY

To honour our stated Vision and Mission and achieve the benefits and outcomes we are seeking, we need: committed leadership; to assign clear responsibilities and; to embed measures of accountability. Whilst the definitions, guidelines and information contained within our GESI Policy can support the changes in leadership, attitudes and behaviours we want to see in our workplace, for this change to be sustainable we will need to take action to ensure the full adoption and practical implementation of GESI policies and principles.

To fully implement our GESI Policy we will therefore:

- ◆ Ensure committed Leadership and Oversight
- ◆ Appoint Key Roles and Responsibilities in the Workplace
- ◆ Mainstream Gender Equity and Social Inclusion Values and Principles
- ◆ Develop an Action Plan for GESI Policy Implementation which incorporates Measurements, regular Reporting, and Ongoing Monitoring and Evaluation Processes

## COMMITTED LEADERSHIP AND OVERSIGHT

Our leaders are the embodiment of our organisational values. As leaders, it is their responsibility to uphold and promote these values at all times. Our senior management are committed to our GESI Policy being translated into action. They will work with staff to ensure consistent application of GESI Policy principles and values and to monitor their effective application throughout our workplace. The commitment of our leaders and senior managers and the role that they play is critical to the successful implementation of our GESI Policy.

Their task will be to:

<b>Role model ethical behaviour</b>	<b>Build collaborative relationships</b>
<b>Lead with personal drive, commitment and resilience</b>	<b>Build staff capability and commitment</b>
<b>Provide strategic direction</b>	<b>Plan and monitor work tasks to ensure achievement of goals</b>
<b>Promote change and innovation</b>	<b>Promote effective and efficient service delivery</b>
<b>Communicate with influence</b>	<b>Support institutional strengthening</b>

## KEY ROLES AND RESPONSIBILITIES IN OUR WORKPLACE

Successful realisation of our GESI Policy requires the commitment and participation of all staff at all levels and in all locations. **IMPLEMENTING GESI POLICY IS THE RESPONSIBILITY OF EVERYONE.** Collaboration and effective linkages are required across all levels.

We will identify and appoint GESI Focal points within our organisation. These will be individuals who have the motivation and interest to undertake the important task of seeing GESI principles integrated within our work. Their role will not be to take full responsibility for GESI work but to act as catalysts and an important support network for implementing and promoting gender equity and social inclusion initiatives.

## MAINSTREAM GENDER EQUITY AND SOCIAL INCLUSION VALUES AND PRINCIPLES

Cross cutting issues such as gender equity and social inclusion can be addressed in our workplace through the practice of mainstreaming. Mainstreaming requires all of us, at all levels to consider and address issues of gender equity and social inclusion at each point of planning, implementing, monitoring and evaluating our activities.

Mainstreaming is a key strategy for us to address issues of gender inequity and social exclusion as it can be extended to people of diverse language, ethnicity, cultural background, age, religious belief and family responsibilities. It can also address inequity brought about by differences in educational level, life experience, work experience, socio-economic background, sexual orientation, marital status and disability.

**GENDER MAINSTREAMING IS A KEY STRATEGY FOR IMPLEMENTING OUR AIM OF GENDER EQUALITY AND EQUITY.**

**IT MEANS THAT AT ALL TIMES, ALL OF US, AT ALL LEVELS, CONSISTENTLY APPLIES A GENDER PERSPECTIVE IN PLANNING, DEVELOPING, EVALUATING AND IMPROVING OUR STRATEGIES, POLICIES, PROGRAMS, PROJECTS AND SERVICES.**

**MAINSTREAMING GENDER IS NOT ABOUT ADDING A WOMEN'S COMPONENT TO EXISTING POLICIES, PLANS, PROGRAMS, PROJECTS AND SERVICES. RATHER, IT IS ABOUT ENSURING THAT A GENDER PERSPECTIVE INFORMS THE DEVELOPMENT OF SUCH INITIATIVES AT ALL STAGES AND IN EVERY ASPECT OF THE DECISION-MAKING PROCESS.**

Within our organisation, gender mainstreaming involves:

- Reviewing our policies, practices and operations to examine whether their impacts are different for men and women
- Wherever necessary, making changes in existing practices to ensure the empowerment of both men and women through equal participation in decision making on issues which affect their lives
- Providing training, developing awareness and building capacity

Mainstreaming of our activities will focus on both internal and external considerations.

### ***Internal Mainstreaming***

We aim to be a well-functioning, well-respected organisation by focusing internally on creating, enabling and sustaining an equitable and socially inclusive working environment for all our staff.

Internally, GESI principles will be mainstreamed in the development and implementation of our internal plans, policies, programs and operations including, for example:

<b>Organisational and strategic plans, policies and programs</b>	<b>HR Policies and Processes</b>
<b>Decision making and organisational development</b>	<b>Conditions of employment</b>
<b>Budgets and expenditure</b>	<b>Accessibility in the workplace</b>
<b>Guidelines and rules</b>	<b>Training and induction programs</b>
<b>Governance and leadership models</b>	<b>Career planning and development</b>
<b>Codes of conduct and behaviour</b>	<b>Performance management systems</b>

Organisation and salary structures	Disciplinary procedures
Recruitment practices	Communications
Appointments and promotions, rewards and recognition	Complaints processes and feedback mechanisms
Data collection and reporting processes	Monitoring and evaluation
Administrative and operational services	Banking and business operations
Building, branch and asset selection, management and maintenance	Compliance and risk management

### **External Mainstreaming**

We aim for gender equity and social inclusion considerations to be integrated into all of our work when we engage with our external stakeholders. We want to be a positive influence within the financial community and to be fair and just in our dealings with our suppliers. We want our actions and activities to encourage change in the community and establish a positive image for us and a reputation for strong leadership in this area.

Externally, we mainstream GESI principles by considering practices including, for example:

Procurement of services and management of supplier relationships	Communication strategies
Ease of physical and practical access to our services	Monitoring and evaluation of services
Addressing personal security issues	Openness to feedback and change
Commitment to best possible GESI practice	Stakeholder and community engagement

## **DEVELOPING AN ACTION PLAN FOR GESI POLICY IMPLEMENTATION**

We need to be proactive and to take concrete steps if we are to achieve our mission to develop and maintain a positive, respectful work culture that ensures equitable access to opportunities and benefits for all staff in an inclusive working environment free from bias and discrimination. It is not enough to simply say that we have a GESI Policy. The true value of our GESI Policy will only become apparent when it is practically applied.

We are committed to the development of a detailed **Action Plan** for implementing our GESI Policy. Through a consultative process involving all staff, detailed investigation of internal policy and processes and engagement with key stakeholders, **we will begin by identifying Key Priority Areas and determining whether GESI principles and policies are currently integrated and reflected within our operations and activities in those key areas.**

Where we think we need to do better, we will **define the Issues and Problems** we wish to address and we will decide what would be the best outcome if we worked together to resolve the issue or fix the problem. Together, we will make **Commitments** and develop an

**Implementation Strategy** outlining the actions we will take and the changes we will make **to integrate and practically apply GESI principles** to achieve the outcomes that we want.

We will clearly state who is **accountable** for each implementation strategy and the **timeframe** for undertaking and completing it. We will also embed specific measurements and indicators, reporting requirements and ongoing monitoring and evaluation processes to ensure that we are continually held accountable and can **measure progress and impact**.

We know that implementation will not be easy and that integrating GESI principles and values within our work practices is an ongoing commitment which will involve many challenges. However, we are willing to face these challenges.

We are making this commitment because we believe it makes sound business sense. More fundamentally, we are making this commitment because we know that addressing gender equity and social inclusion values and principles within our organisation is the right and proper thing to do.

## SNAPSHOT: OUR GENDER EQUITY AND SOCIAL INCLUSION POLICY

OUR VISION	<p>For our employees to have equal and equitable conditions for realising their full human rights and potential to contribute to economic, social and cultural development and to benefit from the results regardless of gender and without discrimination.</p>
OUR MISSION	<p>To develop and maintain a positive, respectful work culture that ensures equitable access to opportunities and benefits for all.</p> <p>To value and empower our staff, recognise and celebrate their diversity and harness their differences to create an inclusive working environment free from bias and discrimination.</p>
OUR VALUES	<p><i>Integrity + Efficiency + Transparency + Teamwork + Accountability + Professionalism</i></p> <p>Our values drive how we work together, how we do business, how we engage with our stakeholders and how we contribute to our communities. Building and supporting gender equity, diversity and inclusion within our workplace, our industry and our community is intrinsic to who we are.</p>
BENEFITS	<p>Adopting and implementing gender equity and social inclusion principles adds value to our business and benefits all of our stakeholders. Eliminating discrimination, removing barriers and providing access to equal opportunities ensuring full and equal participation for all supports higher performance, delivers stronger outcomes, and ensures a competitive advantage by helping us build a stable and committed team of loyal long-term employees.</p>
OUTCOMES	<ul style="list-style-type: none"> <li>• A team which is fully equipped at all levels to build and maintain gender equity and social inclusion</li> <li>• Gender equity and social inclusion values and principles mainstreamed and embedded in all our processes</li> <li>• Equitable access to opportunities and valued services</li> <li>• Strong partnerships and committed stakeholder and community relationships</li> <li>• Accountability</li> </ul>



## DEFINITION OF TERMS<sup>4</sup>

Affirmative Action	Affirmative action aims to identify and remove any barriers which may be stopping women or other marginalised groups of people from enjoying the full range of opportunities in life. <sup>5</sup> It results in taking action to minimise unfair and discriminatory work practices and to promote equality and equity in all aspects of employment and other services. <sup>6</sup>
Bias or Gender Bias	Bias or gender bias is a stated position; an assumption or situation which shows a preferred view or treatment of one sex over the other.
Cross-Cutting Issues	A cross-cutting issue is an issue which is important to be taken into consideration in all policies, processes and practices; usually with a goal to address the needs of a particular marginalised group in society. Cross-cutting issues may include HIV/AIDS, gender, disability, child protection & environment and other marginalised groups. <sup>7</sup>
Culture	Culture is a complex set of learned and shared experiences which embrace the beliefs, values, ideas, customs, languages, and laws of a group of people.
Disability	Disability refers to people with special needs who require special attention, care and support in their families, communities and workplace and encouragement to determine the full potential in life and refers to the needs created by the interaction between a person with impairment and the environmental and attitudinal barriers he/she may face. <sup>8</sup>
Discrimination	Discrimination is when decisions are made based on a person's social attributes such as gender, race or ethnic origin, religion, association, physical characteristics and/or other differentiations. <sup>9</sup>
Direct Discrimination	Direct discrimination happens when a person is treated less favourably than another person in same or similar circumstances on a ground of a particular attribute, such as their age, gender, disability, race, region, religion, culture, social status or other grounds. <sup>10</sup>
Indirect Discrimination	Indirect discrimination happens when there is a policy or rule or a way of doing things that might appear on the surface to be fair or neutral, but which has an unequal effect on certain groups of

<sup>4</sup> Definitions included here are reproduced from the National Public Service Gender Equity and Social Inclusion (GESI) Policy.

<sup>5</sup> Gender Relations, Women's Human Rights and Violence Against Women – (Fiji Women's Crisis Centre)

<sup>6</sup> Equal Employment Opportunity (EEO) Policy – (Department of Justice & Attorney General)

<sup>7</sup> Cross-Cutting Issues – (Department of Community Development, Incentive Fund CCI Handbook)

<sup>8</sup> PNG National Policy on Disability 2009 – (Department of Community Development)

<sup>9</sup> Equal Employment Opportunity (EEO) Policy – (Department of Justice & Attorney General)

<sup>10</sup> Ibid

	people with a particular attribute and the policy or rule is unreasonable. Indirect discrimination is unlawful regardless of whether the person discriminating intended to discriminate or is unaware that they are doing so. <sup>11</sup>
Equal Employment Opportunity	Equal employment opportunity (EEO) means that employees are given an equal opportunity in accessing jobs, training, promotion, work conditions and other career development opportunities.
Equity	Equity is a process of being fair. It means steps being taken to achieve fairness and justice in the distribution of benefits and responsibilities. It often requires programs and policies to end existing inequalities. Equity leads to equality.
Equality	Equality means that all people enjoy the same status. All people have equal conditions for realising their full human rights and potential to contribute to national, political, economic, social and cultural development and to benefit from the results.
Gender	Gender describes the different roles and responsibilities of women and men – what males and females do, what they are responsible for, how they are expected to behave, what they are allowed to do, and what is seen as normal and proper behaviour. Gender roles responsibilities vary according to cultural, religious, historical and economic factors. <sup>12</sup>
Sex	Sex describes the biological differences between men and women. Females and males are born with different reproductive organs - only women have the capacity to give birth and breastfeed whilst only men have the capacity to impregnate women (make women pregnant). <sup>13</sup>
Gender Awareness	Gender awareness is the recognition of the differences in the interests, needs and roles of women and men in society and how they result in differences in power, status and privilege. It also means the ability to identify problems arising from gender inequity and discrimination. <sup>14</sup>
Gender Equality	Gender equality means that men and women have equal value, rights and opportunities to participate in every aspect of employment and life.
Gender Equity	Gender equity is the process of being fair to disadvantaged men or women through specific interventions and actions such as balancing past or current differences that have had a negative impact on a woman or man's ability to participate fully and equally in employment and other opportunities. <sup>15</sup>

<sup>11</sup> Ibid

<sup>12</sup> Ibid

<sup>13</sup> Gender Relations, Women's Human Rights and Violence Against Women – (Fiji Women's Crisis Centre)

<sup>14</sup> National Policy for Women and Gender Equality 2011-2015 – (Department for Community Development)

<sup>15</sup> Equal Employment Opportunity (EEO) Policy – (Department of Justice & Attorney General)

Gender Inequality	Gender inequality means that a man or a woman does not have equal values, rights or opportunities. <sup>16</sup>
Gender Mainstreaming	<p>Gender mainstreaming is the process of ensuring that all women and men have equal access and control over resources, decision making and benefits at all stages of organisational processes, practices and policies.</p> <p>The United Nations Economic and Social Council Agreed Conclusion 1997/2 defines gender mainstreaming as "...the process of assessing the implications for women and men of any planned action, including legislation, policies or programs, in all areas and at all levels. It is a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implication, monitoring and evaluation of policies and programs in all political, economic and social spheres so that women and men benefit equally and inequality is not perpetuated. The ultimate goal is to achieve gender equality."</p> <p>Gender mainstreaming seeks to produce transformative processes and practices that will concern, engage and benefit women and men equally by systematically integrating explicit attention to issues of gender into all aspects of the organisation's work</p>
Harassment	Harassment refers to unwanted or uninvited behaviour that is offensive, intimidating and humiliating. Common forms of harassment that have been identified are sexual, religious, bullying, physical disability, physical attack, threat etc. <sup>17</sup>
Health	The World Health Organisation (WHO) defines health as a state of complete physical, mental and social wellbeing and not merely the absence of disease, injury or infirmity.
HIV/AIDS	<p>HIV stands for Human Immunodeficiency Virus. It is the virus that causes AIDS.</p> <p>AIDS stands for Acquired Immunodeficiency Syndrome. It is the condition caused by the HIV virus which weakens the body's immune system. This makes the person more susceptible to other infections which may eventually lead to death. A person who becomes infected with HIV may not show any signs of illness for many years (7-10 years is the average).</p>
Sensitivity	Sensitivity means to have consideration, concern and care about another person and treat them with kindness.
Sexual Harassment	Sexual harassment is when an individual makes an unwelcome sexual advance, an unwelcome request for sexual favours, or engages in other unwelcome sexual conduct in relation to another person; in circumstances in which a reasonable person,

<sup>16</sup> Ibid

<sup>17</sup> Equal Employment Opportunity (EEO) Policy – (Department of Justice & Attorney General)

	having regard to all the circumstances, would have anticipated that the other person would be offended, humiliated or intimidated.
Social Exclusion	Social exclusion may be imposed by law, result from economic circumstances or from failure to supply social goods or services. Groups that are socially excluded include the unemployed, ethnic minorities, homeless, elderly, people with disabilities. These groups experience worse health outcomes than the general population.
Social Inclusion	Social inclusion describes a process whereby certain groups in society are systematically excluded from opportunities that are open to others. Groups can be discriminated against on the basis of their sex, age, caste, clan, descent, disability, ethnic background, HIV or other health status, migrant status, religion, sexual orientation, social status, where they live or other social identity. Social inclusion means ensuring that socially excluded people have equal conditions for realising their full human rights and potential to contribute to national, political, economic, social and cultural development and to benefit from the results.
Social Norms	Social norms are rules of conduct or models of behaviour expected by a society or social group. These are rooted in customs, traditions and value systems that gradually develop in a society or social group. It is important to understand that social norms, whilst generally accepted, may not always exhibit ethical or fair treatment of others.
Threat	A threat refers to a statement or behaviour that causes a person to believe they are in danger of being physically attacked and/or intimidated.
Victimisation	In this policy, victimisation refers to an officer or a staff member who has been affected because he or she has formally made an allegation or complaint in relation to discrimination, harassment or unacceptable workplace behaviour.
Gender Based Violence	Gender based violence means violence committed against women because of their gender. It also refers to forms of violence particular to women such as rape, other sexual assault and sorcery-related violence against women and girls. <sup>18</sup>
Violence Against Women	Violence against women is any act of gender based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private.

<sup>18</sup> Wife Beating Is A Crime – (Consultative Implementation & Monitoring Commission (CIMC) – (Family & Sexual Violence Action Committee)

Wellbeing	Wellbeing is a state of being comfortable, healthy or happy and ties in closely with the World Health Organisation (WHO) definition of health as “a state of complete physical, mental and social wellbeing and not merely the absence of disease, injury or infirmity”. The term ‘health’ involves subjective and objective elements, environmental and government policy components, as well as individual and cultural elements that all affect the health of our populations. “Health has to do with bodily, mental and social quality of life of people as determined in particular by psychological, societal, cultural and policy dimensions”. So, if our experience of ‘health’ is related to our state of ‘wellbeing’, what exactly is ‘wellbeing’ and how is it achieved? The term ‘wellbeing’ encompasses much more of the human experience and describes our ability to respond to or take control over everyday challenges and changes.
Workplace Bullying	Workplace bullying refers to any unreasonable and oppressive behaviour directed at an officer or staff member that may create a risk to the physical and psychological wellbeing. <sup>19</sup>
Workplace Violence	Workplace violence refers to any incident where an officer or staff member is physically attacked or threatened in the workplace. <sup>20</sup>

<sup>19</sup> Equal Employment Opportunity (EEO) Policy – (Department of Justice & Attorney General)

<sup>20</sup> Ibid



**GENDER EQUITY AND SOCIAL INCLUSION (GESI) POLICY  
2020-2022**