

**Department of Health &
Social Development**

GENDER POLICY



GAUTENG HEALTH DEPARTMENT GENDER POLICY

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Definitions

Gender shall refer to the biological make up of males and females

Gender Mainstreaming refers to process of ensuring there is equity in Programme design planning and policy development and implementation for both men and women

Barriers shall mean the existence of a policy, practice, or any aspect of the work environment that limits the opportunities of employees because they are from designated groups

CEDAW shall mean Convention on the Elimination of All Forms of Discrimination Against Women

BEE means Black Economic Empowerment

Black people is generic term which means Africans, Coloureds and Indians

Designated groups means black people, women and people with disabilities.

Disputes shall have the same meaning as defined by the EE Act and the LRA

Employment Equity Committee shall mean, the committee which is comprised of both employer and labour for the purposes of implementing the provisions of the Act

Executive Management: Managers from the level of Chief Directors and above within GDoH

Fair Representation shall mean representivity in all positions by individuals from all categories of Designated Group

GDoH means Gauteng Department of Health

HOD means Head of Department

HR means Human Resources

People with disabilities means people who have long term or recurring physical or mental impairment, that substantially limit their prospects of entry into, or advancement in employment

Reasonable accommodation means any modification or adjustment to a job or to the working environment that will enable a person from a designated group to participate or advance in employment.

SDA means Skills Development Act

Senior Management shall mean employees on level 13 and above

Suitably qualified person means a person contemplated in section 20 (3) and (4) of the Employment Equity Act, 55, 1998

Targets shall mean Numerical goals as prescribed by the Employment Equity Plan upwards excluding Clinicians

ABET shall mean Adult Basic Education and Training Programme



Introduction

Gauteng Department of Health recognizes and supports the fact that there is a need to respond to legislative imperatives on Gender issues. As a Department we are committed to ensure that the injustices of the past in relation to how Women and Girl Children were treated are addressed and eradicated.

Our Department is faced with a challenge of servicing women and Children in our communities as well as men and women employed by our Gauteng Department of Health as internal Stakeholders. The National Policy Framework for Women empowerment and gender equality as well as the Provincial gender policy inform the content of this Departmental gender policy.

This includes the recognition of the international instruments such as Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), the Convention on the Rights of the child, SADC declaration on Gender and Development in and effort to keep South Africa's international responsibilities.

This policy builds on the work that has already been done by the Gauteng Provincial government in the process of policy development and service implementation.

The Gauteng Department of Health is committed to the mainstreaming of gender issues and the empowerment of women. This involves inter alia:

- The translation of the Constitution into practice in terms of the equality clause enshrined in Section 9 of the 1996 Constitution.
- The recognition of Women's rights as human rights

- Equal opportunities for women and men on issues such as access to quality health care and education.
- Making provision through policies, programmes and strategies to redress existing inequities between men and women.
- Development of an effective institutional framework within Gauteng Department of Health and its line functions.

1. Vision

Empowerment of women and involvement of men in the process of achieving Gender Equality

2. Mission

The Gauteng Department of Health in the design of policies, strategies, programmes and projects will ensure:

- Equitable attention to women, men / girls and boys in terms of health and social needs
- Non-discriminatory access to quality services
- Equal rights and opportunities for all health workers within GDoH
- Provision of quality Maternal and Reproductive Health Care.

3. Guiding Principles

The following principles will guide our policies, strategies and programmes:

- Recognition of the importance of affirmative action as a tool to implement employment equity
- Recognition of the role of the State as an agent of transformation.
- Recognition of differences and inequalities among women.

- Recognition that economic growth is central to the empowerment of women, but not sufficient to achieve it.
- Recognition of the importance of focusing on black women and women in rural areas
- Recognition of Women's rights as Human Rights.
- Recognition that cultural, customary and religious practices are subject to equality.

4. Policy and legal Framework

4.1 Constitution

The Gauteng Department of Health has a Constitutional obligation to ensure that "everyone is equal before the law and has a right to equal protection and benefit of the law". The constitution stipulates that. "Equal includes the full and equal enjoyment of all rights and freedoms"

4.2 The National Policy Framework for Women's Empowerment and Gender Equality aims to outline South Africa's vision about gender equality. It provides a framework for the design of Sector policies and procedures and practices.

4.3 The GDoH policy will give effect to the National Policy in the following ways:

- Ensure facilitation of processes that incorporates a gender perspective and effective ways to integrate gender mainstreaming in all aspects of departments within Health.
- Facilitation of appropriate institutional frameworks for effective service delivery in improving the status of women and advancing gender equality.
- Advocating for a culture of women's rights being recognized as human rights too.

supported in terms of mentoring and coaching.

- Ensure that there's gender awareness training for all staff responsible for recruitment and selection as well as for newly recruited staff
- Ensure that there is women increase in Senior Management Levels (aspire to achieve 50:50 male to female ratio but in the short term a 30% ratio as prescribed by Affirmative Action measures would be realistic).
- Increase levels of skills in gender sensitivity and analysis among all managers.
- Gender mainstreaming of all policies, procedures and programmes.
- Organize skills training in the areas of 'gender and health' and on 'gender and organizational development' for all staff at all levels directed towards their own experience and provide opportunities to improve health service delivery.
- Ensure that the environment is free from barriers, particularly for employees with disabilities.
- Create an opportunity for all those responsible for performance appraisal, promotions and disciplinary procedures to understand the requirements of the Employment Equity Act in relation to gender and utilize appropriate interview schedules, promotion criteria and other such templates
- Ensure that institutional rules and culture promote participative decision-making and an environment that is supportive of gender equity and equality.

5.2.2 Training and Development

- Ensure that women as Affirmative Action candidates are capacitated in terms of training, mentoring and coaching.
- The Training and Development Directorate will ensure that in-house programmes are designed in such a way that they enhance women's participation in decision-making structures.
- Ensure that all our employees particularly women at the bottom levels of our organization have access to Adult Basic Education and Training programme (ABET)

5.2.3 Recruitment and Selection

In achieving a fair recruitment and selection process to advance women,

Gauteng Department of Health shall:

- ensure that there is Gender sensitive staff recruitment process in all its facilities
- Ensure that there are proper guidelines for gender awareness training for all staff responsible for recruitment and selection as well as newly appointed staff.
- Ensure that there are guidelines for selection committees indicating the desired gender mix.
- Ensure that Selection Processes are informed by Target set for recruitment of Women at Senior Management Levels

6. The Gender Steering Committee

This committee shall comprise of Senior Managers within Gauteng Department of Health and the Gender Focal Point the committee shall:

- Provide strategic direction for effective implementation of the Gender action plan
- Provide leadership for the mainstreaming of Gender in the department and the Public Health Sector
- Advocate for a Gender sensitive Budget
- Establish a plan, in line with the Gauteng Department of Health Strategic thrusts.

7. The Workplace Gender Forum

All Employment Equity Committees within Gauteng Department of Health shall serve as platform to discuss Gender mainstreaming issues.

The role of the Employment Equity Committees in relation to Gender issues shall be to:

- Initiate a process of institutionalizing Gender in the Department
- Identify mechanisms aimed at disseminating information and sensitising health workers on gender issues
- Ensure maximum utilization of existing available resources in pursuit and promotion of Gender Equity within the Public Health System.
- Monitor and evaluate the implementation of Gender Mainstreaming process in Programmes, procedures, policies and work processes.

8. Roles and responsibilities

8.1 Senior Management

- Implementation of policy guidelines as they pertain to health systems development, health programmes and building the understanding and commitment of health providers to promote gender equality in the process of providing health services.

- Monitoring progress in the implementation of the above.

8.2 Human Resources

- Implementation of the HR policy guidelines as they apply to internal working of the department of health.
- Building the understanding and commitment of health officials to promote gender equality in the process of managing health service providers
- Developing tools to monitor progress in the implementation of gender programmes
- Evaluating and reporting on progress

8.3 Gender Focal Point

- Serve as an advocate on policy guidelines and gender equity and equality in all health institutions
- Support Senior Managers with information and expertise to carry out its functions regarding implementation of the policy
- Monitor and evaluate departmental projects and programmes to assess whether they are consistent with National Gender policy
- Coordinate Gender training and education for all staff within departments so as to ensure that Gender is integrated into all aspects of the work
- Review all policies, projects and programmes for their Gender implications
- The Gender Focal Point will monitor the Economic Empowerment of Women through BEE a quarterly basis.

9. Internal Dispute Procedures

The current internal dispute resolution mechanisms will apply.

In the event of a dispute with regard to the employment equity matters the following procedure will be observed:

- 8.1 The party or parties raising the dispute must set out the reasons for the dispute in writing.
- 8.2 A notice of the dispute with a copy of the document setting out the details of the dispute must be sent to all the members of the Employment Equity Committee by EE Chairperson for consideration and recommendation.
- 8.3 If consultation between the Employment Equity Committee and the relevant parties fails to resolve the dispute, it will be referred to the relevant internal Collective Bargaining Structures for ruling.
- 8.4 Should parties still not be satisfied, the matter will be referred for external dispute resolution mechanism in terms of the LRA and the Employment Equity Act.

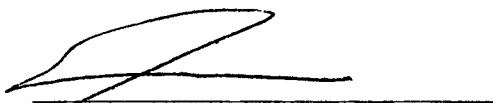
10. Reporting, Monitoring and Evaluation

All managers and the Employment Equity committees i.e. at Institutional, Regional and Central levels will do monitoring and evaluation.

The following reporting mechanism on the Employment Equity processes will be instituted:

- 10.1 Institutional committees will submit monthly reports to their respective CEOs and Regional committees.
- 10.2 Regional committees will submit regional reports to the Central Committee.
- 10.3 The Transformation and Special Programmes Manager will submit a Provincial report to the Director: Transformation and Organizational Development.
- 10.4 The Director Transformation and Organizational Development will then submit to Chief Director: Human Resources Management and DDG: Human Resources and Organizational Development

- 10.5 All managers will be assessed against the success of the implementation of Gender Mainstreaming.
- 10.6 All Chief specialists will be assessed against the development and growth in recruitment and training of registrars and Clinical Specialists from designated groups
- 10.7 Quarterly reviews will be conducted to check progress on the targets set On Gender Mainstreaming.
- 10.8 The achievement of objectives will be monitored on a quarterly basis by Executive Management and by the Central Employment Equity Committee.
- 10.9 The Central Employment Equity Committee will then prepare and submit an annual report to the Head of Department (HOD)
- 10.10 To ensure the full implementation of this process and to maintain the high focus that is needed, a status report regarding training and development will be required from each regional skill development committees through the skills development facilitator on a quarterly basis.
- 10.11 There will be a quarterly monitoring of recruitment of Women at Senior Management and their consequent career development plans, mentoring and coaching reports submitted by supervisors and managers shall assist to monitor this area.
- 10.12 Continuous evaluation of employee attitudes through staff satisfaction or workplace climate surveys.



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HEAD OF DEPARTMENT: HEALTH

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