



**REPUBLIC OF ALBANIA
NATIONAL ASSOCIATION OF ALBANIAN ORPHANS
PRESIDENT GENERAL**

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Subject: Gender Equality Plan for the Albanian National Orphans Association (ANOA)

Introduction

The Albanian National Orphans Association (ANOA) is dedicated to promoting and ensuring gender equality across all levels of its organization. This Gender Equality Plan (GEP) outlines our commitment to fostering an inclusive environment that values and supports all genders equally. This plan is a formal document, published on our official website, and endorsed by our top management, reflecting our commitment to addressing gender equality issues within our association.

1. Dedicated Resources

Objective: To allocate the necessary resources and expertise for the effective implementation of the Gender Equality Plan.

- **Human Resources Commitment:** ANOA will appoint a Gender Equality Officer responsible for the oversight and execution of this plan. This officer will be supported by a dedicated team with gender expertise to ensure that gender equality is integrated into all aspects of ANOA's operations.
- **Gender Expertise:** ANOA will collaborate with external gender experts as needed to provide specialized knowledge and support in implementing the GEP.

2. Data Collection and Monitoring

Objective: To systematically collect, monitor, and report on gender-disaggregated data to guide decision-making and track progress.

- **Data Collection:** ANOA will gather sex/gender-disaggregated data for all personnel, volunteers, and program participants. This will include data on recruitment, career progression, participation in training, and involvement in leadership roles.
- **Annual Reporting:** The Gender Equality Officer will compile an annual report detailing progress based on established indicators. This report will be reviewed by the General Presidency and shared with all stakeholders to ensure transparency and accountability.

3. Training and Awareness

Objective: To raise awareness and provide education on gender equality and unconscious biases among all staff and decision-makers.

- **Mandatory Training:** ANOA will implement mandatory training sessions on gender equality for all employees, volunteers, and decision-makers. These sessions will focus on understanding gender stereotypes, recognizing unconscious biases, and promoting gender-sensitive practices within the organization.
- **Continuous Awareness Initiatives:** Ongoing initiatives, such as workshops and informational campaigns, will be conducted to reinforce the importance of gender equality and to keep it central to ANOA's organizational culture.

4. Concrete Measures and Targets

4.1 Work-Life Balance and Organizational Culture

- **Flexible Work Policies:** ANOA will introduce and promote flexible working hours, remote work options, and other family-friendly policies to support work-life balance for all employees.
- **Supportive Environment:** Policies that support the well-being of all employees, such as parental leave and childcare assistance, will be established and promoted to create a supportive and inclusive work environment.

4.2 Gender Balance in Leadership and Decision-Making

- **Targeted Representation:** ANOA will strive to achieve a minimum of 40% representation of each gender in leadership positions, including the National Steering Council and General Presidency.
- **Leadership Development:** A mentorship program will be developed to support the advancement of women and underrepresented genders within the organization, ensuring equal opportunities for leadership roles.

4.3 Gender Equality in Recruitment and Career Progression

- **Equitable Recruitment:** ANOA will review and update recruitment procedures to eliminate gender biases, ensuring equal opportunities for all applicants. This includes using gender-neutral language in job descriptions and conducting structured interviews.
- **Career Advancement:** Transparent and equitable policies for promotions and professional development will be implemented, ensuring that all employees have equal access to career growth opportunities.

4.4 Integration of the Gender Dimension into Research and Teaching Content

- **Gender-Inclusive Programs:** All educational and support programs provided by ANOA, particularly those related to the care of orphans, will be reviewed to ensure they are gender-sensitive and inclusive.
- **Gender-Sensitive Research:** Any research conducted or commissioned by ANOA will incorporate a gender perspective, ensuring that outcomes consider the needs and impacts on all genders.

4.5 Measures Against Gender-Based Violence, Including Sexual Harassment

- **Zero Tolerance Policy:** ANOA will enforce a zero-tolerance policy against gender-based violence, including sexual harassment. This policy will be communicated clearly to all members, staff, and partners.
- **Reporting and Support Systems:** Safe and confidential mechanisms for reporting gender-based violence or harassment will be established. All reports will be taken seriously, investigated thoroughly, and addressed promptly. Support services, including counseling and legal assistance, will be available to victims.

5. Monitoring and Evaluation

Objective: To ensure the continuous improvement and effectiveness of the Gender Equality Plan through regular monitoring and evaluation.

- **Annual Review:** The Gender Equality Plan will be reviewed annually by the Gender Equality Officer, with findings presented to the National Steering Council. Feedback from staff and beneficiaries will be incorporated to ensure the plan remains relevant and effective.
- **Plan Updates:** Based on the annual review, the GEP will be updated to address any emerging issues or gaps, ensuring continuous progress toward gender equality.

Lulzim Resuli

President, Albanian National Orphans Association

1st of March 2023