

EQUITY & DIVERSITY POLICY
Sarvahitkari Sewashram

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Registered Office:

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Sarvahitkari Sewashrm

Partawal Bazar, Maharajganj, Uttar Pradesh

EQUITY & DIVERSITY POLICY

Statement of Commitment:

Sarvahitkari Sewashrm is dedicated to service for humanity, all human beings are equal for us and we are committed for the cause of humanity in general. We, hereby commit that we will ensure that all our programs & interventions create no discrimination based on religion, caste, creed, gender, disability, region, language, ethnicity, economic level, ideology and such other discriminatory factors and will promote the concept diversity at each level of the organization & its functions. Though fundamentally we are committed to the cause of overall humanity, however the social realities & dynamics has pushed certain groups to the margins of the society & thereby excluded them from the development process. SHSA is thus committing itself to ensure that needs of such excluded & marginalized groups (which means individuals & groups who remain behind the development indices of that era) are given due attention and create an inclusive environment both internally & in its area of operation.

Principles & Values:

Our Core Values

To respect each other at every level of the society, feelings of equality, availabilities of equal opportunities, transparency in development works, dedication towards target.

Self discipline & responsibility.

Our believes

Entire development of society for the happy nation and this is possible only when every member of society will be happy.

Ensuring Diversity & Inclusion at Work place:

Employment:

- SHSA shall proactively search for candidates from such excluded groups/communities.
- SHSA shall give opportunity to individuals from such excluded groups/communities to become part of the team.
- Will make reasonable accommodation while hiring them i.e. relaxation in eligibility criteria provided she/he demonstrates that willingness & interest for the role.
- In case of Persons with disability, they shall be appointed for appropriate/suitable jobs which suits to their ability.



Opportunities for Growth & Development:

- If they lack experience or capacities, will provide capacity building, handholding & accompaniment to ensure they match up with the demand of job
- Will encourage everyone to access growth opportunities (like promotion, capacity building, responsibilities etc.) available within organization and there will be no discrimination made, however performance shall be the basic criteria wherein accountability, commitment, effort weighs on higher side.

Overcoming attitudinal barriers:

- Should not address/call persons by their physical or social status (disability, gender, caste name, marital status etc.) which can hurt/harm the individuals.
- Should neither practice nor promote any form of untouchability within the organization and should work towards breaking such social norms within the organization.(eg; cooking & eating together,
- Should encourage everyone to participate in all aspects/functions of the organization irrespective of their status.
- Should not make fun/tease anyone because of their challenging situation.

Addressing Infrastructure barriers:

- As and where possible, organization shall make the space/infrastructure disabled friendly and accommodative to gender needs.

Mobility:

- Considering the safety & security, female employees shall be assigned areas close to their area of residence which doesn't affect their mobility and rescue.
- Considering the social realities, female employees shall be given a relaxation of (15 min) for arrival after office time and shall be allowed to leave by 4 pm in the evening.
- In case, female employees get late in the evening, organization shall take up the responsibility to get them dropped (if they wish/need to)
- If the members immediate family is supporting the female employees for taking them to field areas (transportation) & helping them to settle at work, their presence/accompaniment would be allowed unless it doesn't conflict with the work of the organization.

Confidentiality:

- In case, identity of person experienced/ing trauma (e.g.: status of HIV, victims of torture) which can put them into vulnerability or if they are not willing to share their stature or if legally required, the organization shall keep such information confidential



Decision making bodies/structures:

- Based on the type of decision making body, organization shall try to promote representation of all categories in such bodies, based on their capacities and abilities to fulfill the responsibilities in such bodies/structures.

**Ensuring Diversity & Inclusion in Programs:
Programming**

- Shall make deliberate attempts to identify excluded groups in all the communities.
- Will make sure that representation of all type of groups are involved in the planning processes at ground level especially all excluded members of the community.
- Shall ensure that they participate in the activities conducted in the program.

Awareness, Attitude & Behaviors Change in Community:

- Will create awareness and emphasis on doing away with various social evils/customs/traditions/beliefs which excludes vulnerable communities.
- Will create awareness and work towards bringing attitudinal change of community in general, towards the needs, issues and challenges faced by the vulnerable groups/communities and provide support to them.
- Will create awareness and emphasis' in communities to do away with all forms of discriminatory practices.
- All team members of SHSA are expected to behave in manners which are socially nondiscriminative (greeting, sitting with people, accepting food/water offered).
- All team members are expected to remain non partial in their dealing and should not give importance to only a few individuals.

Increase Participation & Capacities of excluded groups in community programs:

- Will take steps, to make sure that excluded groups are included in various forms of Community Based organizations promoted by the organization and make the CBOs inclusive and diversified.
- Will promote participation of excluded groups in various governance platforms (like gram sabha).
- If opportunities arise, will lobby for inclusion the participation of such excluded groups in various government committees (like School management committee, Mata Samiti, VHND or other such committees).
- Will work towards building their capacities to participate effectively in various development platforms.



Reporting of Violation of Diversity & Inclusion policy:

If any violations of the policy are observed, the team members are expected to report it to the organizational management.

Action against violation

All violation against the policy are liable to disciplinary action as per SHSA, HR policy.

Approved dated- 16 March 2023

For approval of executive Board Members

1- Vinod Kuma Tiwari (President)

2- Santosh Dubey (Secretary)

3- Motilal (Executive Board Member)

4- Alka Srivastava (Treasurer)

5- Manoj Kumar Chodhary (Joint-Secretary)

