

**GENDER POLICY**  
**OF PEOPLE'S UNITED FOR SOCIAL PARTICIPATION AND AWARENESS CENTRE**  
**(PUSPAC), Govindpalli, Malkangiri.**

1. Preference will be given to the women candidates during official appointment.
2. An office hour to fixed from 9 am to 5 p.m. During some unavoidable situation this rule will not be worked out and every one has to attend office even before / after the office hour. During this period the organization will take all the responsibility of the staffs especially of women staffs.
3. The women staffs of the organization will be directly involved in the process of monitoring, evaluation and preparation of new project proposal.
4. Women participation will be in the management committee of the organization.
5. Facilities will be there in the organization to solve the problems (if any) of the women staffs through a committee.
6. Training on Gender Sensitization will be arranged for both the male and female staffs of the organization.
7. International women's day (8th March ) will be observed especially in the target areas.
8. Organization will arrange Exposures for both the women staffs and women in the target areas whenever it will feel the necessity.
9. Required Steps will be taken to make the rural women aware about the concepts of gender through social mobilization.
10. Information will be disseminated in the target areas about different Govt. Schemes for women welfare and opportunities will be created to avail these schemes.
11. Women related programmes would be included in every new project proposal prepared by the organization.
12. There will be the scope for the development of leadership among the women at three levels i.e. women staffs, women members in the managerial committee of the organization and women in the target areas.
13. Organization will provide some special provision i.e., maternity leaves and leaves during marriage to the women staffs without deducting their honorarium.
14. Organization will take the responsibility to change the common belief i.e., " Motherhood lessens the working ability of the women staffs " from every ones mind.

Kishora Chandoa Maharama,

Chairman  
PUSPAC

Signature of the Chief Functionary  
With Seal.

Secretary  
PUSPAC