GENDER POLICY

2018

UNIVERSITY VISION AND MISSION

Vision
The University of Excellence in Discovery and Dissemination of Knowledge

Mission
 To discover, harness, apply, disseminate and preserve knowledge for good of humanity

QUALITY STATEMENT

Maseno University is committed to quality through teaching, research and development, providing timely services to foster and develop academic excellence in basic and applied research at all levels of study by training practice oriented manpower, who can contribute effectively to social, intellectual and academic development.

The University is internally engaged with its employees, to continually improve its services, products, processes, methods, and work environment to ensure each customer is receiving the highest quality service or product at the committed cost and on time. It is committed to quality through teaching, research and development; providing on time services to foster and develop academic excellence in basic and applied research at all levels of study by training practice oriented manpower, who can contribute effectively to social, intellectual and academic development in the community, nation and community of nations. The University is committed to communicating exhaustively with its customers, and internally with its employees, to continually improve its services, products, processes, methods, and work environment to ensure each customer is receiving highest quality service or product at committed cost and on time.

In order to realize this commitment, the University Management will monitor and review its quality performance from time to time through implementation of an effective quality management system based on ISO 9001:2008 standard.

CORE VALUES OF THE UNIVERSITY

- **Relevance**
  The University is committed to ensuring relevance in its programs and activities
- **Excellence**
  Excellence shall be targeted in outputs of the university
- **Equity**
  The University shall ensure that there is equity in all the opportunities within its jurisdiction
- **Quality**
  All outputs and processes of the University shall ensure that quality is maintained
- **Integrity**
  The University shall ensure integrity in all their undertaking

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FOREWORD

Gender is a cross-cutting issue and the implementation of a Gender Policy requires the commitment, participation and contribution of all staff members and students. Our commitment to integrating gender perspectives will need to be reflected in all academic programmes, work plans, research and publications, in budgeting as well as in technical cooperation activities with other institutions.

The university, as an equal opportunity institution, provides learning and employment opportunities to the young and the old irrespective of gender, protecting each gender from harassment, gender insensitive language, sexual harassment and gender based violence. On employment, it invites job applications from both genders and strives to ensure that the ⅓ gender balance is achieved in the recruitment, promotion and appointment of staff.

While mainstreaming is clearly essential for securing human rights and social justice for women as well as men, it also increasingly recognized that incorporating gender perspectives in different areas of development ensures the effective achievement of other social and economic goals. Mainstreaming can reveal a need for changes in goals, strategies and actions to ensure that both women and men can influence, participate in and benefit from development processes.
This may lead to changes in organizations – structures, procedures and cultures – to create organizational environments which are conducive to the promotion of gender equality.

Its effective implementation requires that staff, students and stakeholders support the university management and embrace the policy. This Gender Policy provides a framework for staff and students in the planning and implementation of gender responsive education, training and research.
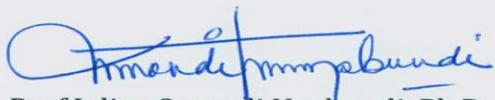
Prof Julius Omondi Nyabundi, Ph.D, OGW
VICE-CHANCELLOR

APPROVAL AND COMMENCEMENT

This policy shall be known as Maseno University Gender Policy herein after also referred to as Policy No MSU/ACA/PO/006 and shall take effect on approval by Council.

In exercise of the powers conferred by section 23(1) and section 35(1)(a)(iii) of the Universities Act, Section 19(2)(q) of the Charter for Maseno University 2013 and Schedule I (1.2) (q) of the Maseno University Statutes, Maseno University Council certifies that this policy has been made in accordance with all relevant legislations.
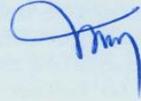
Dated the ....day of 2017

Signed ___Abdey Said_____ Date 13ᵗʰ Afil 2018

Prof. Abdullah Naji Said
CHAIRMAN, MASENO UNIVERSITY COUNCIL

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1.0   PREAMBLE

As an educational institution, Maseno University plays a key role in the development of Kenya through offering of relevant and innovative academic programs to students from diverse walks of life. Both the student body and the staff complement work in an environment that has committed itself to excellence, one which fosters the full utilization of the knowledge, skills and talents of each member. In delivering on the promise of excellence, the gender policy guides the institutionalization of policies and practices that promote gender equity and which ensure that no member faces discrimination or harassment on the basis of their gender. The overarching purpose of the gender policy is to operationalize gender mainstreaming, thereby ensuring that both men and women not only have equitable access to the tools of development, but that they are also able to utilize these tools to better the institution and their own lives. It ensures that both men and women study and work in an environment that protects the fundamental rights and freedoms of all.

Concern about the effects of gender based violence in the workplace, discrimination and harassment on the health and safety of workers has been growing. Gender Based Violence (GBV) manifests itself in various forms, but it is always one-sided, unwelcome and traumatic for the victim. While some workers choose to speak out about it, many more may keep their silence out of fear of losing their jobs, being disbelieved, or social stigma. Whatever form it takes, GBV both reflects and reinforces inequalities between men and women. Gender based violence not only affects the victim, it impacts negatively on overall employee performance while increasing costs to the employer due to lost productivity.

1.1.   Policy Framework

The MSU gender policy addresses the goals and objectives of the Kenya National Gender and Development Policy (2000), the Kenya Ministry of Education Gender Policy in Education (2007), Chapter 5 of the Constitution of the Republic of Kenya (2010), Section 5.5, 5.6 of the Employment Act (2007), the Universities Act NO. 42 OF 2012 Revised Edition 2016 [2015]and Maseno University Strategic Plan (2017-2022). The policy is cognizant of the aspirations of the Sustainable Development Goals, specifically goal11: Achieving gender equality and empower women and girls and Goal 11: Promoting just, peaceful and equitable societies.

Various measures have been put in place to combat GBV, both internationally and in Kenya. The International Labor Organization developed a Code of practice on workplace violence in services sectors (2003) that outlines key areas of policy concern. The code of practice is based on Articles 1 and 2 of the UN General Assembly Declaration on the Elimination of Violence against Women (1993). The Government of Kenya enshrines the rights and freedoms of each citizen in the Bill of Rights that includes freedom from subjection to violence either from public or private sources; and the right to human dignity (Chapter 3). The Kenya National Gender and Development Policy (2000), the Kenya *Ministry of Education Gender Policy* in Education (2007), Chapter 5 of the Constitution of the Republic

of Kenya (2010), Section 5.5, 5.6 of the Employment Act (2007), the Maseno University Charter (2013) and Maseno University Strategic Plan (2017-2021) all place emphasis on addressing equity and discrimination issues. The Kenya National Gender and Equality Council requires all institutions to develop and implement a workplace policy on gender based violence.

The International Labor Organization (ILO) sets out a policy framework on gender based violence guided by the 1998 Declaration on Fundamental Rights and Principles at Work and the 2000 Declaration on Social Justice for Fair Globalization. These declarations are emphatic that gender equality and nondiscrimination are fundamental to rights at work, social protection and social dialogue. Work place related initiatives ensure that risk factors for gender based violence are recognized and understood, and can therefore be sorted out. This policy forms a key part of the overall transformation envisioned by the Institute for Gender Studies with regard to gender mainstreaming, which falls under the University's strategic objective: To fully mainstream cross cutting issues in University teaching, research and innovation. The actualization of this policy will form what the corporate whole can achieve by working together to ensure that the spirit and letter of this document permeates every section of our great institution.

1.2. Statement of Purpose

This Gender Policy is a statement of Maseno University to commit itself to initiating steps to apply a gender lens to all aspects of its operations on a routine basis, by making it the norm for females and males to share resources and power on a fair basis and redressing any previous imbalance(s) on a just and equitable basis. In this way, the institution will strengthen itself to utilizing to the maximum, all available human resources for its core activities of teaching, research and outreach. It will also commit resources to eliminate gender violence, discrimination and injustice. Gender based violence undermines the mission of the University and puts careers, educational experience, and well-being of students and staff at risk. Maseno University strives to create a respectful, safe, and non-threatening environment for students and staff, recognizing that each staff or student, no matter their level of involvement in the University, has the right to a workplace/learning environment free from any form of gender based violence. The University, commits to fostering an environment in which procedures designed to protect the rights, needs, and privacy of all members are adhered to. This policy document complies with the requirements for legal provisions related to sexual misconduct of the laws of Kenya and the Maseno University Rules and Regulations.

1.3. Scope of Policy

The policy covers all matters related to gender mainstreaming and the prevention of gender based violence at Maseno University.

2.0: OBJECTIVES

The objectives are to:

i. Ensure that gender equity is integrated into institutional strategic planning, and that policy development, operational practices and procedures are all informed by equality of opportunity

ii. Ensure that the dignity and integrity of both men and women in the Maseno University community are equally respected and valued, regardless of status or occupation

iii. Optimally serve the interests of both sexes in studies, research, training and development activities

iv. Advocate for a governance, administrative, teaching and research culture that is gender sensitive in all aspects of the university's operations, including admissions, employment and service delivery.

v. Ensure that the dignity and integrity of both women and men is equally respected and valued, regardless of status or occupation.

vi. Prevent discrimination and violence at work and in work-related activities.

vii. Ensure that all staff and students are aware of their rights and responsibilities regarding gender based violence in the workplace.

viii. Reinforce effective personnel management and appropriate workplace behavior by entrenching high ethical standards and respect for others in University plans and procedures.

ix. Manage risks and reduce the potential for direct and indirect social and financial costs associated with gender based violence.

x. Provide guidance for the informal and formal resolution of incidents of gender based violence in the workplace.

xi. Ensure that the dignity and integrity of both women and men is equally respected and valued, regardless of status or occupation.

xii. Prevent discrimination and violence at work and in work-related activities.

xiii. Ensure that all staff and students are aware of their rights and responsibilities regarding gender based violence in the workplace.

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xv. Manage risks and reduce the potential for direct and indirect social and financial costs associated with gender based violence.

2.1: DEFINITIONS

Affirmative Action: The process by which institutions identify and take positive steps to enhance opportunities in education, training, and employment of people who are underrepresented. It is often time bound, ending when the perceived imbalance has been addressed.

Discrimination: It refers to the biases, prejudices and intolerance that people suffer from on account of their sex, race, social status, religion, health condition or related factors. In higher education institutions, gender discrimination may manifest in systematic exclusion of women or men from executive authority, unfairness in the allocation of research, teaching and other resources, discouragement from pursuing specific courses and hostility to gender activism in higher education.

Gender: Gender is used to describe those characteristics of men and women which are socially constructed, while sex refers to those which are biologically determined. It refers to the roles, privileges, resources, responsibilities that society gives assigns a person because they are born male or female.

Gender analysis: The identification, investigation and use of data to inform action to address inequalities that arise from the different roles of men and women, or the unequal power relationships between them and the consequences of these inequalities on their wellbeing.

Gender Awareness: Gender Awareness is consciousness and recognition by an institution of the importance of gender and its effects on their objectives, plans and programs.

Gender Blindness: It refers to the conscious development of objectives, plans and program in an organization or institution with no effort to recognize or incorporate gender issues that might influence functioning of that organization, the production of plans, the implementation of programs or their outcomes.

Gender Budgeting: This is the examination of all expenditures and revenues from a gender perspective. All expenditure is examined for its relevant accessibility, impacts and consequences for men and women. It involves scrutinizing the ways the resource expenditure can be made to reflect the institutional goal of gender equity.

Gender Dynamics: The relationships and interactions between and among boys and girls, women, and men. Gender dynamics is informed by socio-cultural ideas about gender and the power relationships that define them. Gender dynamics either reinforce or challenge existing gender norms.

Gender Equality: The absence of discrimination, on the basis of a person's sex, in providing opportunities, in allocating resources and benefits or in access to services. Gender ensures that both sexes have identical rights, freedom, conditions, and opportunities for realizing their full potential and for contributing to and benefiting from economic, social, cultural, and political development. It means society values males and females equally for their similarities and differences and the diverse roles they play.

Gender Equity: Fairness and justice in the distribution of benefits and responsibilities between men and women. The concept recognizes that men and women have different needs and strengths and that these differences should be identified and addressed to rectify the imbalance between the sexes.

Gender Gap: Gender Gap is the difference in the scores between men and women on attitudes, interests, behavior, knowledge and perspectives on particular issues.

Gender Inequality: The ways in which males and females are treated differently in relation to opportunities and responsibilities in the society.

Gender Mainstreaming: Gender mainstreaming is the process of assessing the implications for men and women of any planned action, including legislation, policies or programs, in any area and at all levels. It is a strategy for making women's as well as men's concerns and experiences an integral dimension in the design, implementation, monitoring and evaluation of policies and programs in all political, economic and social spheres so that inequality is not perpetuated.

Gender Roles: Clusters of socially or culturally defined or learned expectations about how male and female members of a society should behave in specific situations. Gender roles are usually based on stereotypical beliefs that males and females possess distinct, mutually exclusive physical and

psychological characteristics which determine their behavior and characteristics.

Gender Sensitivity: Gender Sensitivity is the translation of gender awareness into practices that result in changes in the perceptions, plans and activities of institutions and organizations. A gender sensitive institution not only has the awareness, but also demands gender responsiveness that includes acting on gender issues.

Gender Stereotype: Gender Stereotype is a rigid and over-simplified definition of a group of people in which all members of that group are labeled with similar characteristics. Stereotypes produce behavior patterns that conform to expectations in a society and are used as standards for evaluating categories of people based on their gender.

Sex: The biological differences between men and women which are normally universal and are determined at birth. It is the physiological state of being a male or female.

Assault: Assault represents a continuum of forcible physical forms of pressure that compel individuals to engage in any activity against their will.

Consent: Freely and affirmatively communicated willingness to participate in particular activity or behavior, expressed either by words or clear, unambiguous actions. It assumes the ability of each party to communicate this willingness and not merely silence or the lack of protest. Similarly, the existence of a prior or current social relationship does not provide the basis for an assumption of consent. Consent shall only be implied when both parties are of similar social and professional standing, i.e. where there is no power held over one party.

Exploitation: Taking non-consensual advantage of another person. Exploitation includes, but is not limited to: electronically recording, photographing, or transmitting sounds or images without the knowledge and consent of all parties involved, voyeurism, and distributing intimate or sexual information about another person without that person's consent.

Gender Based Violence: An umbrella term for any harmful act that is perpetrated against a person's will based on abuse of power and privilege of the socially ascribed (gender) differences between males and females. It takes the form of actions that result in physical, sexual and psychological harm or suffering to a person and affront to their

human dignity, whether occurring in public or private life. It is men who predominantly carry out such violence, and women who are predominantly the victims of such violence, but men are increasingly becoming victims of Gender based violence.

Harassment: Threatening to commit an action against another person, stalking and cyber-stalking. Sexual harassment includes, but is not limited to words, persistent requests for sexual favors or dates, gestures, touching, unwanted sexual overtures, engaging in indecent exposure, coerced sexual intercourse and rape.

Intimidation: Workplace intimidation is an intentional and malicious attempt to cause a coworker/student to feel inadequate or afraid. Intimidation includes verbal threats, unjust criticism, sabotage or sexual harassment and physical violence.

Perpetrator: Any staff or student who engages in gender based workplace violence.

Risk factors: Contextual, individual, societal and workplace factors that predispose individuals to being victims of gender based violence.

Sexism: Conduct by members of the administrative or the academic staff, or of students, that is offensive in nature, leading to alienation of members of both sexes. Alienating messages may be overt and intentional or subtle and unintentional, but they denigrate the working or learning experiences of both men and women.

Sexual misconduct: Any unwelcome behavior of a sexual nature that is committed without consent or by force, intimidation, coercion, or manipulation. The term includes gender based violence, sexual assault, sexual exploitation, and sexual intimidation. Sexual misconduct can be committed by men or women, and it can occur between people of the same or different sex.

Survivor   A person who has experienced gender based violence and is taking medical, legal and psychological steps to overcome their trauma.

Victim: Any staff or student who is the object of gender based workplace violence. A victim is compelled to behave as expected out of fear.

Violence: A means of control and oppression that ranges from emotional, social or economic force, coercion or pressure to physical harm. It may be overt in the form of physical assault or covert in the form of intimidation, threats and deception. Violence can be a one-time incident or repeated over time.

Work place: All places where staff and students need to be or go to by reason of their work and studies and which are under the direct or indirect control of Maseno University. This covers physical premises including constituent colleges and campuses affiliated to the University. Premises include both physical and virtual settings including, but not limited to offices, stores, farms, out-of-doors, classrooms, hostels, cyber space and in any location where work is performed.

3.0: ROLES AND RESPONSIBILITIES

3.1: Roles and Responsibilities of the University Council

i. The Council shall ensure the sustenance of a gender friendly environment by promoting gender equity and eliminating discrimination across all colleges, institutes, Schools and schools and departments at MSU by formulating and enforcing such policies as may facilitate this.

ii. The Council shall receive and consider bi-annually, a progress report from the Vice Chancellor on steps taken or being taken to provide a gender friendly environment in the University.

3.2: Roles and Responsibilities of the University Senate

The Senate shall receive and consider periodically, comprehensive report from the Director, Institute for Gender Studies or representative, on steps taken or being taken to provide a gender-friendly environment in order to promote gender equity in the University

3.3: Roles and Responsibilities of University Management

The Vice Chancellor, Deputy Vice Chancellors and other Principal Officers of the University shall facilitate the processes relating to collaboration with relevant officers and specified units to monitor compliance with gender policies of Maseno University. The University Management is expected to:

i. Allocate and disburse budgetary support to the Institute for Gender Studies for conducting gender sensitization, data collection and dissemination as per the fiscal policies of the University

ii. Research and address gender differences and inequalities in the planning, implementation, monitoring and evaluation of MSU's work, and to include this requirement in post descriptions and criterion in performance evaluation;

iii. Support and sustain incorporation of a gender perspective into the mainstream of MSU's policies and programs, including through recruiting staff as soon as possible with specific responsibility and experience on gender;

iv. Provide support to Institutes, schools and departments in order to build their capacity for gender analysis and action, and for formulating and sustaining strategies and action plans based on relevant budgets for integrating gender equality in all policies, programs and projects;

v. Ensure that programmatic and thematic evaluations indicate the extent to which gender issues have been incorporated in the University's daily operations.

3.4: Roles and Responsibilities of Institute for Gender Studies

The Institute for Gender Studies shall:

i. Define and develop indicators, monitor, and assure accountability for implementation of the strategy in all Institutes, schools and departments;

ii. Identify, and disseminate information on good practice to measure the impact of integrating gender into policies;

iii. Ensure the existence of identifiable benchmarks directed at promoting equality of opportunity including impact assessment and publication of outcomes on gender enhancing programs.

iv. Ensure full implementation of the strategy, and forward quarterly, half yearly and yearly progress reports to the university management.

3.5: Roles and Responsibilities of Schools, Institutes, and Departments (including college campuses)

Principals, deans, directors, and Chairpersons of departments have a responsibility to:

i. Include gender analysis and planning in strategic, and operational planning, and budget planning as appropriate;

ii. Formulate strategies for addressing gender issues in policies, programs and projects of Schools, institutes, and departments;

iii. Lay emphasis on training and sensitization on, and promotion of, gender sensitive practices in order to ensure that a gender-equality perspective is incorporated in all levels of service delivery;

iv. Review curriculum to mainstream gender into all core university programs.

4.0: POLICY STATEMENTS

4.1: Governance

i. Establish policies and procedures that ensure gender equity and equality in the management of the university.

ii. Ensure gender equity in appointment and promotions to senior positions in the university, as Chairs of departments, deans and directors, principals of satellite campuses and constituent colleges, Deputy Vice Chancellors and administrative staff.

iii. Encourage males and females to seek elective student and staff positions, and appointment in management positions.

4.2: Academic Programs

i.   Implement affirmative action in the admission of both male and female students in programs where either gender is underrepresented.
ii. Institute grants bursaries and scholarships to assist the disadvantaged gender.
iii. Ensure the use of gender responsive teaching and learning strategies to eliminate bias in language, attitudes and instructional processes, including in academic research.
iv. Promote gender responsive practice in hiring and appointment of academic staff.

4.3:   Work Settings

a) Create an environment that fosters participation of men and women in safety and free from harassment;
b) Address gender issues related to sexual offences;
c) Provide adequate, appropriate and gender responsive facilities and amenities for all students and staff.

4.4:   Collaboration

a) Provide an enabling environment for collaboration and publication in gender focused research.
b) Encourage and enhance the participation of males and females in conducting and publishing research in gender based issues.
c) Foster new partnerships in gender focused teaching and research, and strengthen existing linkages.

5.0:   STAFF AND STUDENT WELFARE

The university aims to promote staff and student welfare by providing medical services, housing and accommodation, recreational facilities, and transport to some or all members of the university community. Sometimes, the impact of these efforts is reduced by poor communication or gender bias, however, and therefore the university will:

a. provide regular communication to members of staff concerning the medical facilities that are available to them, their spouses and their children.
b. Establish a welfare unit for staff, which includes welfare and counselling services.
c. Increase the number and improve the quality of the students' halls of residence.
d. Set up residential quarters for married students.
e. Provide family planning services to all students.
f. Support pregnant students by granting them a maximum of one-year maternity leave and, where necessary, assisting them to get appropriate accommodation.
g. Provide maternity and paternity leave, recognizing the equal value and importance of both men and women in parenting children.
h. Provide housing or transport or both for staff required to work until late into the night.
i. Diversify recreational facilities and activities to cater for the different needs of male

and female staff and students.
j. Recruit staff for sports and games department on the basis of gender equality,
k. Establish campus - based fitness centres for staff.
l. Locate recreational facilities so that they are equally accessible to male and female students.
m. Provide transport at a fee for students attending evening classes or using the library to convenient points from which they can safely get their connecting modes of transport home.

6.0: STRATEGIES

i. Disseminate the gender policy document to all members of the University.
ii. Conduct awareness training to all staff and students on their gender rights and responsibilities.
iii. Use sex disaggregated data to enhance gender awareness and responsiveness.
iv. Enforce the 30% gender policy for all public appointments to enable mainstreaming of gender at all levels of the university by including gender equity as one of the criteria for staff recruitment.
v. Ensure parity in appointments to management positions without prejudice to merit.
vi. Ensure the gender rule is achieved by enforcing terms of appointment and limitations to terms of appointment, thereby ensuring rotation of responsibilities.
vii. Implement affirmative action without compromising competence as a means of redressing gender imbalances in the recruitment and capacity development of staff where there are gender equity gaps.
viii. Implement affirmative action for admitting qualified students in programs with an underrepresentation of either gender.
ix. Source for scholarships for students from disadvantaged backgrounds in programs where either gender is underrepresented.
x. Include tenets of the gender mainstreaming policy in orientation programs for new students.
xi. Mobilize resources for research on gender issues.
xii. Disseminate the policy document to all members of the University.
xiii. Display information on gender based violence and available resources in places where staff or students can obtain it without having to request for it or be seen removing it, such as staff or student restrooms, notice boards in hostels, schools and institutes, the health services unit, students center and administration blocks. Such information shall include available resources of assistance such as gender based violence focal person(s), complaints mechanism, and/ information on support and referral. Information shall also be made available on the official University website and newsletters, as appropriate.
xiv. Conduct awareness training for all staff and students on their rights and responsibilities in preventing gender based violence in the workplace.

xv. Create an environment that fosters participation of men and women in safety and free from gender based violence in any form.

xvi. Provide adequate, appropriate and gender responsive facilities and amenities for all staff and students.

xvii. Address issues related to gender based violence in the workplace. The response shall include, but not be limited to: identifying a focal person to whom staff or student can go to seek help; resource and referral information; work schedule adjustments or leave as needed to obtain assistance; and workplace relocation, if feasible. Appropriate assistance will be provided based on individual need and availability.

xviii. When any staff or student needs to take time off for medical assistance, legal assistance, court appearances, counseling stemming from gender based violence, relocation or to make other necessary arrangements to create a safe situation, the University shall, to the extent legally possible, facilitate the process with no prejudice to the victim.

7.0: POLICY PROVISIONS

Maseno University shall, to the fullest extent possible without violating any existing rules, regulations, statutory requirements, contractual obligations and collective bargaining agreements, designate and direct all staff and students to follow these guidelines.

a) There shall be zero tolerance for any form of gender based violence in the workplace.

b) The University will take all reasonable measures to foster a safe work environment for all staff and students.

In accordance with existing statutes and regulations, the University shall hold staff or students accountable under this policy who engage in the following confirmed behavior: 1) misuse University resources to commit an act of gender based violence;

2) commit an act of gender based violence from or at the workplace or from any other location while on official business; or

3) misuse their job-related authority and/or resources in order to negatively affect victims and/or in perpetrating an act of gender based violence;

4) threaten, harass or abuse a person at the workplace, from the workplace, or on University business using any workplace resources such as work time, workplace phones, fax machines, mail, e-mail, or other means;

5) falsely accuse any staff or student of Maseno University of gender based violence.

c) No staff or student will be penalized or disciplined in the workplace solely for being a victim of gender based violence. The University is committed to working with victims of gender based violence to prevent abuse and harassment from recurring in the workplace.

d) Victims of gender based violence shall be provided with appropriate support and assistance, including legal, medical and psychological support.

e) Staff or students who are identified as perpetrators of gender based violence will face an investigation that may culminate in disciplinary measures instigated against them.

f) Any staff or student found to have threatened, harassed, or abused someone at the workplace, or from the workplace, is subject to corrective or disciplinary action, up to and including dismissal.

8.0: POLICY IMPLEMENTATION

8.1   The Gender Mainstreaming Committee appointed by the University Vice- Chancellor shall oversee the implementation of this Policy by:

i. Monitoring and evaluation implementation of the policy.
ii. Collecting and analyzing sex disaggregated and other relevant data to guide in planning and programming.
iii. Sensitizing employees on gender mainstreaming and on prevention of gender based violence.
iv. Reviewing and advising on all university policies and procedures that may impact on gender equality and equity.

8.2   The University shall designate an appropriate person(s) to address gender based violence issues within the University. This designee shall be the focal person for any staff or student who discloses that he or she is a victim or perpetrator of gender based violence.

i. All information relating to staff or student's involvement in a situation relating to gender based violence, to the extent possible, shall be kept confidential and shall not be made part of any staff or student's personnel file.
ii. In the event of an incidence of gender based violence, the normal staff disciplinary action shall be followed.

9.0   BREACH OF THE POLICY

All staff and students are expected to adopt a work ethic that adheres to the letter and spirit of this policy. Any member who contravenes this policy shall be subject to the appropriate University disciplinary procedures. Service providers, contractors, and visitors to the University shall recognize and ensure sufficient conformity to the University gender policies in their undertakings in relation to the University. Any other person who has a responsibility for ensuring compliance with the policy, and contravenes any of the rules will be subjected to appropriate action by the relevant authority.

10.0   REVIEW OF POLICY DOCUMENT

The Gender Policy shall be reviewed every five years in tandem with the review of the Maseno University Strategic Plan. In addition, the university management and the gender mainstreaming committee may from time to time add to or alter these policy statements where clear justification exists and is recommended by Senate.