



# **USAID's Engendering Industries Best Practices Framework for Advancing Gender Equality in Male-Dominated Industries:**

## **11.2 Establish a corporate-level equal employment opportunity (EEO) policy**

## **About Your Gender Equality Plan**

The following Gender Equality Plan was generated using Engendering Industries' online tool: [The Best Practices Framework for Advancing Gender Equality in Male-Dominated Industries](#). The best practices listed in this plan were identified and included to fill gender equality gaps at your organization. The information included in your plan provides an overview of how to implement best practices, challenges to implementation, and markers of success. More information and resources for advancing gender equality at your company are available at [EngenderingIndustries.org](https://EngenderingIndustries.org).

**Description**

Adopt an equal employment opportunity (EEO) policy statement at the board of directors/ownership level

Disclose board selection process, skills, and gender equality and D&I goals

Ensure that all relevant characteristics are included such as race, religion, color, gender, pregnancy, sexual orientation, marital status, national origin, age, genetic information, military status or disability and any other characteristic protected by applicable law.

Appoint HR or another organizational unit such as a gender equality and D&I department to implement EEO policy and other company gender equality and D&I policies, strategies, programs, and initiatives aimed at promoting gender equality and dedicate necessary financial resources

Establish a multi-divisional gender equality and D&I committee comprised of women and men with diverse social identities to plan, oversee and support the implementation of gender equality and D&I initiatives with the gender equality and/or HR Departments

Create accountability by declaring specific targets and goals on gender equality and D&I and hold the company's leaders accountable for achieving these goals over a defined timeframe

**Challenges to Implementation**

Stakeholders may lack commitment during EEO policy formulation and adoption

Unconscious bias exists within the company

**What Success Looks Like**

EEO policy is adopted and fully implemented through supporting processes, as detailed in this framework

Implemented training programs raise awareness of unconscious bias and build commitment to implementing policies and procedures that ensure gender equality and

diversity

Gender equality and D&I is an ingrained part of corporate culture and institutionalized in all programs and activities

**Resources and Tools**

**Guide:** [Integrating Gender into Workplace Policies](#) (USAID)

**Guide:** [Setting Strategic Gender Equality Targets](#) (USAID)

**Guide:** [Guidelines for Employment Equality Policies in Enterprises](#) (Irish Human Rights and Equality Commission)

**Tool:** [Sample EEO Policy](#) (Employment Law Information Network)

**Example:** [TATA Power-DDL Equal Opportunity Policy](#) (TATA Power-DDL)

**Example:** [Equal Employment Opportunity Reaffirmation Statement](#) (Capital One Financial Corporation)

**Report/Study (incl. Case Studies):** [Gender Diversity Journey: Company Good Practices](#) (ILO)