



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

**3.6 Create standardized training plan with mandatory trainings for all employees**

## **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**

Identify essential employee trainings in a training plan with:

- Clear goals and timelines
- Tools to track employee training progress
- Measures to ensure that trainings are conducted without bias and support company values on gender and inclusion
- Measures to ensure women and men have equal opportunities to participate and indirect discrimination is counteracted

Typical must-have trainings include:

- Corporate strategies and policies, including company values and guiding principles (e.g., performance management, leadership values, etc.)
- Tools used within the company (e.g., communication tools, time tracking tools, project management tools, etc.)
- Anti-discrimination, gender awareness, unconscious bias
- Health and Safety

## **Challenges to Implementation**

Company may lack structured process to assess must-have trainings and setting up training plan

Training and skill development may happen on an ad hoc basis, but not with a long-term plan

Company may not have sufficient resources to train all employees at once

## **What Success Looks Like**

Good training plan in place with mid-term and long-term goals and target groups identified

Gender gaps can be addressed through trainings for different target groups

Gender equality, D&I, and other values are addressed in standard trainings or through specialized trainings

Women and men feel equally well-equipped to perform within the company

#### **Resources and Tools**

### **AVAILABLE RESOURCES AND TOOLS**

**Tool:** [13+ Sample Training Needs Assessment Templates](#) (Sample Templates)

**Tool:** [A tool for assessing the gender impact of spending on skills and training](#) (Close the Gap)