

Gender Equality Plan (GEP) - Nadacia HFHI 2025-2026

1. Introduction

At the Area Leadership Meeting in October 2025, Nadacia HFHI reaffirmed its commitment to diversity, equity and inclusion. This Gender Equality Plan (**GEP**) turns that commitment into concrete, time-bound actions across internal operations and external programmes. **The Plan builds on the organization's ongoing commitment to gender equity, aligning with SDG 5 and European guidance** while reinforcing gender-responsive approaches in how the organization leads, recruits, develops, partners, procures, communicates and measures impact.

2. Integration of gender equality into Nadacia HFHI

Gender equality is not a single activity; it must be built into how the organization leads, hires, manages, designs programmes, communicates, partners and learns. The organization commits to practical measures to remove barriers, prevent harm and ensure equal opportunity and benefit.

2.1 Human Resources

Human Resources (HR) is central to making gender equality real in day-to-day practice. Core contributions include non-discriminatory recruitment and selection; equal pay for work of equal value; an inclusive, respectful and safe workplace; equal participation in decision-making and leadership; bias-aware performance and promotion practices; flexible work and caregiver support; prevention of and response to gender-based violence/harassment; staff training and awareness etc. Building on its existing efforts, **HR remains committed to:**

- **Gender-neutral recruitment practices** (stay committed to building an inclusive workforce by producing diverse pools of qualified candidates; continue avoiding exclusionary language in position descriptions; maintain use of interview scorecards to facilitate transparent, fair and consistent evaluations of candidates; sustain assessing candidates for their commitment to diversity, equity & inclusion);
- **Pay equity and job bands** (continue using defined transparent job bands and have compensation programs and practices in place that are competitive, simple, transparent, performance-based and equitable);
- **Promotion and performance clarity** (continue publishing clear HFHI Promotion Guidelines);

- **Work life balance** (sustain support of flexible working arrangements; adhere to set core working hours from 10:00 AM until 2:00 PM as outlined in the published Employee Handbook);
- **Safe and respectful workplace – Gender based violence/Sexual harassment** (maintain a zero-tolerance policy; keep providing confidential reporting channel - HEAL line; keep information on reporting available both online and in office with support both from HR and Safeguarding, create a safe environment);
- **Support gender training and onboarding** (maintain onboarding training on safeguarding, ethics, prevention of sexual harassment and fostering a culture of openness and accountability for all employees, to be completed within 90 days of hire);
- **Support parental leave & return-to-work** (persist providing clear parental leave guidance for all parents and allowing phased return to work).

2.2 Projects & Programmes

All projects and programmes implemented by Nadacia HFHI will integrate a gender equality perspective. Applying a gender-sensitive approach is essential in the housing sector to ensure inclusive and equitable outcomes. Housing needs and risks often affect women, men, non-binary differently, so we must ensure we understand these differences, adapt our programmes to address inequity, promote inclusive participation and monitor and evaluation changes. The Programme Team **commits to focus on:**

- **Integrate gender analysis in the project cycle and adapting the organization's programmes to address inequity** (use the Gender marker and Gender analysis at design, implementation, and MEAL);
- **Co-design programmes with women and structurally disadvantaged groups** (ensure meaningful participation in housing and community projects);
- **Collect and share best practices** (learn from partners and consortia to strengthen gender mainstreaming);
- **Feedback & accountability** (promote the Habitat Ethics and Accountability Line ("HEAL"), HFHI's anonymous [incident reporting system](#) and central incident tracking repository. Within the United States, call toll-free 1-800-461-9330; Outside of the US, call collect 1-720-514-4400 or obtain a local toll-free phone number from the HEAL Portal at the following [URL](#));
- **Monitoring & indicators** (collect sex-disaggregated data; track participation, satisfaction, and outcomes; protect privacy).

2.3 Communication & Visibility

Gender-inclusive communication is essential to how the organization represents its work and the people it serves. Raising awareness of gender issues in housing helps shift norms, influence policy and practice, and ensure programmes benefit everyone. Communication Team **commits to focus on:**

- **Using gender-inclusive language and imagery in all communications** (inclusive wording; non-stereotyped photos; show women and men in diverse roles; add captions/subtitles and alt text where relevant);
- **Communicating gender equality in housing and sharing results** (regularly feature stories and insights on gender in housing; highlight women-led households; publish sex-disaggregated results from projects);
- **Diverse representation at external meetings/events** (ensure mixed-gender speakers and attendees from our team);
- **Safeguarding and Consent** - Ensure that informed consent is obtained in accordance with Slovak law and GDPR standards. Clearly communicate how any content will be used, uphold the privacy and dignity of individuals, and securely store all consent records. These practices must comply with national data protection regulations, particularly when handling sensitive data or working with vulnerable groups.

2.4 Training & Awareness

Staff awareness and training make gender equality practical in day-to-day work. Regular, simple learning builds a shared baseline, reduces bias, strengthens safeguarding, and keeps quality consistent across teams. Building on its existing efforts, Learning and Organizational Development **remains committed to:**

- **Mandatory Safeguarding and Diversity, Equity and Inclusion training for all staff** (include in onboarding; track completion);
- **Inclusive communication workshops** (language, imagery, accessibility, consent/privacy; prioritise comms and project leads);
- **Periodic refreshers** (update content regularly; publish a training calendar; include in lessons learned).

3. Monitoring and evaluation

Monitoring, evaluation, accountability and learning (MEAL) helps us and others know whether actions are happening, whether they work, and what to improve. To ensure the

GEP implementation. HR team commits to reinforcing and monitoring of the practice described above. The organization is dedicated to:

- **Publish the GEP** on the Nadacia HFHI website and share annual progress highlights.
- **Assessment of the GEP** will be done in 1 year by the end December 2026.