

## **Office Instruction No. 47/2014**

### **WIPO Policy on Gender Equality**

1. As the United Nations (UN) specialized agency dedicated to promoting innovation and creativity for economic, social and cultural development through the use of intellectual property (IP), WIPO is committed to promote gender equality and the empowerment of women within its mandate and in line with the commitments of the UN, including those expressed in the Convention on the Elimination of All Forms of Discrimination against Women (1979), the Beijing Declaration and Platform for Action (1995), Economic and Social Council Agreed Conclusions 1997/2 (A/52/3), Millennium Development Goals (2000) and the UN System-Wide Policy on Gender Equality and the Empowerment of Women (CEB/2006/2). These commitments recognize that economic, social and cultural development cannot be sustained without gender equality and women's empowerment.
2. This WIPO Policy on Gender Equality is intended to provide a general framework for how WIPO aims to integrate a gender perspective in its policies and programs as well as in human resources policies and procedures. WIPO Policy on Gender Equality, therefore, includes both gender mainstreaming in WIPO policies and programs, as well as gender equality within WIPO's workplace, including staffing. The implementation of the WIPO Policy on Gender Equality is operationalized by WIPO Programs and supported through annual action plans developed by the WIPO Gender and Diversity Specialist, in close cooperation with the Gender Focal Points.

### **Gender Mainstreaming in WIPO Policies and Programs**

3. Achieving gender equality is a cross-cutting objective in WIPO's work. To ensure that gender perspectives are introduced in WIPO's Programs in a sustainable manner, these will be mainstreamed throughout the Organization using a phased and gradual approach, ensuring that lessons learned in one Program can be built upon and replicated in other areas of work. A key principle underlying this approach is communication and knowledge sharing, ensuring that examples of good practices for mainstreaming gender perspectives in one Program are documented and shared across the Organization.

4. Developing and/or strengthening staff capacity and competency in gender analysis are essential prerequisites to the successful mainstreaming of gender perspectives into the work of the Organization. Therefore, the gender mainstreaming efforts will be complemented and underpinned by building the necessary capacities of staff in order to institutionalize gender equality. This institutionalization of gender equality will be supported by developing specific tools, such as checklists and guidance notes, and further integrating gender-related competencies in WIPO's Core and Managerial Competency Framework as part of WIPO's Performance Management and Staff Development System (PMSDS).

5. The mainstreaming of gender perspectives in WIPO policies and Programs will be in line with WIPO's Results-Based Management principles and approaches. Gender perspectives, including gender analysis and the development of applicable gender-sensitive performance indicators, will therefore be gradually integrated into the strategic planning, biennial planning and annual work planning processes, as well as implementation and monitoring, performance assessment and evaluation mechanisms.<sup>1</sup> Member States' input will be systematically sought in this process during discussions in the Program and Budget Committee and the Assemblies on the Program and Budgets and the Program Performance Reports.

6. In its gender mainstreaming efforts, WIPO is committed to and will be guided by the *UN System-Wide Action Plan on Gender Equality and the Empowerment of Women (UN SWAP)*. WIPO will participate systematically in inter-agency coordination mechanisms on gender equality and the empowerment of women to ensure that it draws on relevant experiences in other UN entities.

### **Gender Equality in the WIPO Workplace**

7. To promote gender equality within WIPO's workplace, with the paramount consideration in the recruitment and appointment of staff members being the need to secure the highest standards of efficiency, competence and integrity as per the Staff Regulations and Rules, the Organization strives to achieve gender balance in staffing at all levels by 2020.

8. All advisory bodies to the Director General<sup>2</sup> will include members of both genders.

9. An enabling work environment is essential to promoting gender equality in the workplace. Measures will be taken to foster an enabling environment, including the support of work-life balance initiatives, career development, and prevention of discrimination and harassment for men and women.

### **Roles and Responsibilities**

10. Realizing the Policy's goal of promoting gender equality requires commitment of each WIPO staff member.

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<sup>1</sup> These follow the UN Evaluation Group standards on the integration of gender equality and human rights based approaches into evaluation processes and the assessment of results from these perspectives.

<sup>2</sup> Advisory bodies to the Director General include, *inter alia*, Appointment Boards, the Joint Advisory Group and the WIPO Appeal Board.

11. The Gender and Diversity Specialist, reporting to the Director of Human Resources Management Department, is responsible for facilitating the development and coordination of the implementation of the WIPO Policy on Gender Equality and the annual action plans, as well as monitoring and evaluating their progress. The Gender and Diversity Specialist is also responsible for coordinating the capacity building of staff, developing communication and knowledge sharing initiatives, developing tools and guidance notes and sharing experiences from other UN entities.

12. Program Managers are responsible for ensuring that gender perspectives are incorporated in their work program, as applicable. They are equally responsible for promoting gender equality in the workplace and fostering an enabling environment, which include supporting work-life balance and career development, as well as preventing discrimination and harassment. Program Managers appoint a Gender Focal Point for each Program, except where one Gender Focal Point covers more than one Program.

13. Gender Focal Points assist Program Managers to meet their responsibilities to ensure that gender perspectives are incorporated in their work program, as applicable. They support the implementation of the WIPO Policy on Gender Equality and the corresponding annual action plans within their Program.

### **Implementation**

14. Leadership, responsibility and accountability for the successful implementation of the WIPO Policy on Gender Equality and action plans rest with the Program Managers.

15. Member States will be kept fully informed of progress made in the implementation of this policy.

[signed by Francis Gurry  
Director General]

Signed on:

August 2, 2014

## DEFINITIONS

### **Gender Equality**

Women and men have equal conditions, treatment and opportunities for realizing their full potential, human rights and dignity, and for contributing to (and benefitting from) economic, social, cultural and political development. Gender equality is, therefore, the equal valuing by society of the similarities and the differences of men and women, and the roles they play. It is based on women and men being full partners in the home, community and society.

### **Empowerment of Women**

The empowerment of women concerns women gaining power and control over their own lives. It involves awareness-raising, building self-confidence, expansion of choices, increased access to and control over resources and actions to transform the structures and institutions which reinforce and perpetuate gender discrimination and inequality. The process of empowerment is as important as the goal. Empowerment comes from within; women empower themselves. Inputs to promote the empowerment of women should facilitate women's articulation of their needs and priorities and a more active role in promoting these interests and needs. Empowerment of women cannot be achieved in a vacuum; men must be brought along in the process of change.

### **Gender Mainstreaming**

Mainstreaming a gender perspective is the process of assessing the implications for women and men of any planned action, including legislation, policies or programs, in all areas and at all levels. It is a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of policies and programs in all political, economic and societal spheres so that women and men benefit equally and inequality is not perpetuated. The ultimate goal is to achieve gender equality.

### **Gender Analysis**

Gender analysis is the collection and analysis of sex-disaggregated information. Men and women both perform different roles. This leads to women and men having different experience, knowledge, talents and needs. Gender analysis explores these differences so policies, programs and projects can identify and meet the different needs of men and women. Gender analysis also facilitates the strategic use of distinct knowledge and skills possessed by women and men.

### **Discrimination against Women**

Discrimination against women means any distinction, exclusion or restriction made on the basis of sex which has the effect or purpose of impairing or nullifying the recognition, enjoyment or exercise by women, irrespective of their marital status, on a basis of equality of men and women, of human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field.

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## **Temporary Special Measures**

Adoption of temporary special measures aimed at accelerating de facto equality between men and women are not considered discrimination, but in no way entail as a consequence the maintenance of unequal or separate standards; these measures are discontinued when the objectives of equality of opportunity and treatment have been achieved.

### Sources:

ECOSOC Agreed Conclusions 1997/2

UNESCO's Gender Mainstreaming Implementation Framework, Baseline definitions of key concepts and terms

UNICEF, UNDP & UNFPA: Gender Equality, UN Coherence and You, Words, terms and language of gender equality

Convention on the Elimination of All Forms of Discrimination against Women