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**Integrated Service on Health and Development Organization**

ISHDO

Policy on Inclusion of Persons with Disabilities

**June 2020**

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# Background

Integrated service on Health and Development Organization (SHDO), the former integrated service for AIDS Prevention and Support Organization (ISAPSO) was established in October 1997 and registered in 2009 by Ethiopian charities and Societies Agency as Ethiopian Residence Charity with registration number 0088 as per the new CSO legislation 621/2009. Following the proclamation 1113/2019 it is now legally registered as Local Organization.

Though the former name of the organization implied mainly working on HIV/AIDS, it has also been involved in different health, education and community development areas since its inception. Hence, the name was changed to Integrated Service on Health and Development Organization (ISHDO) to reflect its area of interventions. Accordingly, in its fourth five-year strategic plan, the organization revised its vision, mission and goal in light of linking health, education and development services to meet needs of the addressed communities. Currently the organization has governing body of general assembly, with seven elected board members from the general assembly. The organization currently has121(63 female, 58 male)committed staff with diversified qualifications and experiences.

## Vision:

The Organization aspires to see healthy, productive and self- reliant society.

## Mission:

Promoting and providing integrated health, education and development service to improve the livelihood of the needy community through capacity development and active community participation.

## Goal:

To contribute to the national efforts being made in health, education and socio-economic development and empowering the community on poverty reduction.

## Strategic objectives

* + - * Create awareness of the community to develop behavioral change and ensure full participation and involvement in health service promotion and development activates.
      * Support efforts being made in HIV prevention, care and treatment, RH/FP&ARH, Maternal and neonatal health, Sanitation, hygiene, nutrition and micronutrient support to under five children.
      * Support children, youth, people with disabilities and other needy communities in

capacity building and empowerment through provision of support for education.

* Carry out various interventions on capacity building forlow income women and older OVCs in development imitative for Livelihood improvement.
* Work in partnership with government stakeholders, the private sector, CSOs, CBOs, FBOs, the community at large in all matters related to children, women and other Vulnerable group in poverty reduction and ownership feeling development.

## Core values and Principles

* Non-Discriminatory
* Non-political.
* Transparency and accountability
* Participatory approach
* Encouraging volunteerism.

# Policy Statement

All persons with disability who are working for ISHDO, beneficiaries and visitors of ISHDO have the right to be treated with dignity, respect and in an environment free from any kind of discrimination.

ISHDO is committed to promote and facilitate equal opportunity, inclusion and access to all members of its community; and to ensure access and social inclusion for people with disabilities.

# Scope of Policy

This policy applies to all employees of ISHDO, Board Members, partner organizations, sub grantees, consultants**,** casual workers, clients, applicants, service providers, contractors and all ISHDO offices and facilities.

# Purpose

This policy describes ISHDO’s guiding principles with respect to fighting against discrimination on persons with disability.

ISHDO is opposed to all forms of discrimination on persons with disability and is committed to mitigating discrimination against persons with disability in connection with its operations and programs. ISHDO is committed to adhere the UN Convention on the Rights of Persons with Disabilities and the Optional Protocol to the International Convention on the Rights of Persons with Disabilities.

# Definitions

## Access:

The term ‘access’ refers to the ability of a person with disability to use a service or facility. Access is improved when barriers are removed.

## Barrier:

The term ‘barrier’ refers to an obstacle which prevents a person with disability from fully participating in community life. Barriers can include the physical environment, attitudes and awareness, communication and transport.

## Disability:

Persons with disabilities include those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others. Article 1 of CRPD

## Discrimination:

“Discrimination on the basis of disability” means any distinction, exclusion or restriction on the basis of disability which has the purpose or effect of impairing or nullifying the recognition, enjoyment or exercise, on an equal basis with others, of all human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field. It includes all forms of discrimination, including denial of reasonable accommodation; Article 2 of CRPD

## Inclusion:

Including people with disabilities in everyday activities and encouraging them to have roles similar to their peers who do not have a disability is *disability inclusion.* This involves more than simply encouraging people; it requires making sure that adequate policies and practices are in effect in a community or organization.

## Reasonable accommodation:

“Reasonable accommodation” means necessary and appropriate modification and adjustments not imposing a disproportionate or undue burden, where needed in a particular case, to ensure to persons with disabilities the enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms; Article 2 of CRPD

# General guidelines of the policy

ISHDOhas no tolerance in discrimination against persons with disability specially children and women. In all its operational areas, project and programs persons with disability are included with reasonable accommodation.

ISHDO will prohibit discrimination on the basis of disability with regard to all matters concerning all forms of employment, including conditions of recruitment, hiring and employment, continuance of employment, career advancement and safe and healthy working conditions. According to this guiding principle ISHDO will update its personnel policy and accept persons with disability in its employment opportunity.

Persons with disabilities who meet the criteria advertised for any vacancy or opportunity will automatically be competent for exam. Dropping applicants with disabilities in other screening methods is not allowed.

ISHDO will prevent any kind of discrimination against any beneficiaries based on race, color, religion, sex, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

ISHDO will consider the accessibility of the service to be provided while entering to contract with service providers. Those service providers whose facilities and services are not inclusive of persons with disabilities will be out of competition during competition or cancelled before entering in to contract or terminated after it is entered in to contract. Inclusiveness of the service to persons with disabilities will be one obligation of any service provider to ISHDO.

# 6. Policy implementation

ISHDO will implement this policy through:

* Disability consideration on identification of beneficiaries (at least 10 percent of beneficiaries should be persons with disabilities)
* 5 mark addition on recruitment, promotion, placement, transfer, training or education opportunity or any other opportunity. This does not preclude those adjustments which need to be done for persons with disabilities in order to create reasonable accommodation. (Special consideration for women with disabilities during employment)
* Reasonable accommodation during employment. This includes but not limited to, assigning assistant, providing equipments that unlock the working potential of the worker with disability, undertaking adjustment on working conditions or working place or working hour or any other working environment. Preference will be done to the choice of persons with disabilities in choosing the type of reasonable accommodation that best suit for them.
* Recognize return to work (persons with disabilities may terminate their job for different reasons. Therefore, it is better to allow employees with disabilities to return to their job unless they are terminated by disciplinary offence and if there is vacant position)
* Establishing standards of accessibility for people with disabilities in all structures, buildings or facilities resulting from new or renovation construction or alterations of an existing structure. Note: This doesn’t include normal maintenance, reroofing, painting or wall papering, or changes to mechanical or electrical systems and Emergency construction (which may entail the provision of plastic sheeting or tents, minor repair and upgrading of existing structures, rebuilding of part of existing structures, or provision of temporary structures) intended to be temporary in nature.
* Penalty on policy violators, who insult, harass, discriminate, commit any act against the honor or moral or dignity of persons with disabilities. The penalty may be serious disciplinary measure including termination of employment, monetary penalty and the like. Warning alone is not right.

# Monitoring and evaluation

ISHDO recognizes the importance of monitoring this policy and will ensure the applicability of this policy in all its head office and field offices. It ensures the inclusion of persons with disability with reasonable accommodations for their full participation. It also collects statistical data that shows the beneficiaries of persons with disability in all the projects and programs as required in this policy. This will be done on a yearly basis. As a result of this report, ISHDO will evaluate the effectiveness of this policy and make any changes needed.

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**Integrated Service on Health and Development Organization (ISHDO)**

# Acknowledgement for the Inclusion of People with Disability Policy

I have read and been informed about the content, requirements, and expectations of the Inclusion of People with Disability policy of ISHDO. I have received a copy of the policy and agree to abide by the policy guidelines as a condition of my employment and my continuing employment at ISHDO.

I understand that if I have questions, at any time, regarding the policy, I will consult with my immediate supervisor or my Human Resources staff members.

Please read the policy carefully to ensure that you understand the policy before signing this document.

**Employee Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employee Printed Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Receipt By:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_