



GENDER & CHEMICALS PARTNERSHIP – G&CP

G&CP Partnership Rules

This document sets out the foundations and ways of operating of the Gender & Chemicals Partnership. It was adopted by the G&CP partners on the occasion of the first G&CP General Assembly meeting, held on the 18th and 19th of November 2024 in Berlin, Germany.

The G&CP is currently set up as a project of the *MSP Institute e.V. – Multi-Stakeholder Processes for Sustainable Development*. MSP Institute is a charitable association registered in Germany. The G&CP is a partnership with a network character and not a legal entity.

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I. Introduction

Discussions about a multi-stakeholder partnership on gender and chemicals to promote gender equality and the empowerment of women and girls in chemicals and waste management and support addressing the global pollution crisis were initiated in early 2023, with a growing group of interested stakeholders from governments, intergovernmental organisations, science & academia, civil society, industry, and others. The partnership was officially launched on Sept 28, 2023, at the 5th International Conference on Chemicals Management held in Bonn, Germany.

II. Background

In 1995 the Fourth World Conference on Women endorsed gender mainstreaming as a critical and strategic approach for achieving gender equality commitments. Gender mainstreaming refers to *“the process of assessing the implications for women and men of any planned action, including legislation, policies or programmes, 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 programmes 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.”*¹ Gender mainstreaming is therefore a global cross-cutting task, and the **Beijing Declaration and Platform for Action**² mandates all stakeholders in development policies and programmes, including UN organizations, Member States and civil society actors, to take action in this regard. The Platform for Action marked out 12 critical areas of concern, including the area of “women and health”, which specifies that women need to be healthy to achieve their full potential, and the area of “women and the environment”, in which political guidance was also given regarding the gendered effects of chemicals and waste:

“247. Environmental risks in the home and workplace may have a disproportionate impact on women’s health because of women’s different susceptibilities to the toxic effects of various chemicals.” (...)

258. (b) Develop gender-sensitive databases, information and monitoring systems and participatory action-oriented research, methodologies and policy analyses, with the collaboration of academic institutions and local women researchers.”

SDG5 - Achieve gender equality and empower all women and girls has reaffirmed these objectives and tasks. The 2030 Agenda for Sustainable Development underlines that it applies to all countries, and that the necessary transformation requires the engagement and collaboration of all stakeholders.

More recently, the linkages between gender and chemicals have been noted in several international processes on chemicals, waste and pollution:

- The **Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste** (GFC) that was agreed at the 5th International Conference on Chemicals Management (ICCM5) in Bonn in September 2023 includes gender equality as a key principle; gender considerations are included in two targets of the GFC; and the Bonn Declaration - for a Planet Free of Harm from Chemicals and Waste states that *“chemicals often have impacts on human health, particularly that of women and children. Gender equality can support the sound management of chemicals and waste.”*

In addition, ICCM5 adopted a specific gender resolution, namely Resolution V/4:

¹ The United Nations Economic and Social Council (1997): [Agreed conclusions 1997/2. Chapter IV.](#)

² UN (1995): [Beijing Declaration and Platform for Action.](#)

“Mainstreaming a gender perspective and promoting gender equality and empowerment of all women and girls in chemicals and waste management”. This Resolution requests the GFC Secretariat *„with the participation of interested stakeholders, to develop a gender action plan for consideration by the Conference at its next session in order to advance towards full, equal and meaningful participation by all women in decision-making, and to promote gender-responsive policies and mainstreaming a gender perspective in the implementation of the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste, taking into account progress made in mainstreaming a gender perspective;“.* The resolution also encourages all stakeholders to support interim actions until the agreement of the Gender Action Plan at the GFC conference in 2026, and invites them to engage in partnerships, e.g. the Gender & Chemicals Partnership.

- **The Basel, Rotterdam and Stockholm (BRS) Conventions:** Gender equality is an integral part of the implementation of the BRS Conventions, including the Secretariat activities. The BRS Secretariat developed a Gender Action Plan (GAP) in 2013, which was updated in 2016, 2019 and 2023.³
- **The Minamata Convention on Mercury** pays specific attention to the needs of vulnerable populations, especially women and children, in several parts of its text. Annex C to the Convention states that National Action Plans to address artisanal and small-scale gold mining are to include strategies to prevent the exposure of vulnerable populations, particularly children and women of childbearing age, especially pregnant women, to mercury used in artisanal and small-scale gold mining. Principles of gender equality are embedded in the current Programme of Work of the Minamata Convention. A Gender Action Plan was developed during the biennium 2022–2023 and adopted by the fifth meeting of the Conference of the Parties in 2023.⁴

In his 2023 report on “Women, girls and the right to a clean, healthy and sustainable environment”⁵ the UN Special Rapporteur on the issue of human rights obligations relating to the enjoyment of a safe, clean, healthy and sustainable environment, David R. Boyd, states that *“to achieve gender equality and ecological sustainability, States must tackle gender-based discrimination and environmental injustices with urgent, gender-transformative, rights-based (...) environmental action.”*

In addition, various civil society organizations have identified policy recommendations and actions to strengthen gender considerations in (inter)national chemicals and waste management.⁶

III. Goals of the Partnership

The Gender & Chemicals Partnership is being established to promote gender equality and the empowerment of women and girls in chemicals and waste management, to support addressing

³ BRS Secretariat (2023): [BRS Gender Action Plan](#).

⁴ Minamata Convention on Mercury Secretariat (2023): [Gender](#).

⁵ Human Rights Council (2023): [Women, girls and the right to a clean, healthy and sustainable environment](#).

⁶ See e.g. IPEN/SAICM Secretariat (2020): [Women, Chemicals and the SDGs](#); MSP Institute (2019): [Gender and SAICM beyond 2020](#); WECF and WEN (2021): [Gender Just Chemicals Policy](#), and the [joint position paper by the informal women and gender at SAICM group](#) (2019).

the global pollution crisis and to contribute to the implementation of the 2030 Agenda and the Beijing Declaration and Platform for Action.

IV. Objectives and Activities

The partnership will promote joint activities that enable and foster gender-responsive interventions to strengthen and use data collection, tackle gender-based discrimination, and address and transform structural injustices in chemicals and waste management.

The following partnership objectives and corresponding potential activities – listed here in no particular order - form a basis of further discussions. The activities that the partnership would like to start with are underlined here:

Objective 1. Raising awareness on the linkages of gender, chemicals and waste and fostering gender mainstreaming activities

- 1.a supporting the integration of gender issues in existing partnerships and programs on chemicals, waste, and pollution;
- 1.b developing joint national, regional and global commitments on gender, chemicals and waste;
- 1.c accessing new, additional funding for gender-specific activities in the field of chemicals and waste management;
- 1.d collaborate with UN and other intergovernmental organizations, including the Secretariats of related chemicals Multilateral Environmental Agreements and other entities and processes to raise visibility of and attention to the gendered dimensions of chemicals and waste;
- 1.e providing space for exchange on gender mainstreaming.

Objective 2. Assisting stakeholders in implementing gender mainstreaming activities

- 2.a supporting governments to develop and implement gendered national legislation on chemicals and waste management;
- 2.b supporting governments to develop gender-responsive national action plans on chemicals and waste management;
- 2.c working, inter alia, with the Global Environment Facility and its implementing agencies, governments, executing agencies, CSOs/women's organizations, and other interested entities in developing gender-responsive chemicals and waste projects;
- 2.d supporting stakeholders to develop national gender action plans or gender road maps; and support organizations who wish to integrate / mainstream gender in tools, processes, projects, etc.

Objective 3. Supporting gender data collection, and gender research

- 3.a supporting gender data collection and disaggregation by science, industry and (inter)national statistical institutes;

- 3.b contributing to develop a database on epidemiological health data on chemical exposures that are gender-specific and facilitate formulation of gender-targeted policies and measures;
- 3.c supporting the integration of gender aspects in existing chemical-related databases/portals.

Objective 4. Supporting knowledge sharing and training

4.a developing and disseminating e-learning courses regarding the linkages between gender, chemicals and waste and women's rights.

4.b developing and disseminating gender-responsive chemicals hazard/risk communication plans, chemical safety trainings and checklists for the registration of chemicals;

4.c developing and disseminating case studies and factsheets for various stakeholder groups; highlighting role models/ gender champions (from all stakeholder groups).

Objective 5. Providing substantive input to international policy processes on chemicals and waste

- 5.a supporting the development and implementation of Gender Action Plans;
- 5.b supporting the establishment of (national) gender focal points and their work;
- 5.c contributing to the development of gender-responsive indicator(s);
- 5.d strengthening gender aspects in other international political discussions on chemicals and waste, e.g. at UNEA, WHA, International Labour Conference, HLPF, the UN General Assembly, and others.

Objective 6. Monitoring, evaluation and learning (MEL) is key to the successful implementation of the G&CP objectives.

The internal monitoring process is based on two main pillars:

- the annual membership survey which includes a template for partners to share information about their activities related to gender, chemicals and waste. A brief and focused template will be developed by the Secretariat under the guidance of the Board, to be used for the first time in 2025;
- annual reporting from Working Groups that implement individual objectives and activities outlined under IV.

The Secretariat will prepare annual reports including summarized information from the membership survey as well as Working Group reports with a view to highlighting which impact was achieved and how. Annual reports will be discussed by the G&CP Assembly in order to review lessons learned and adjust G&CP activities and priorities accordingly and make the G&CP as effective as possible. Annual reports will be published on the G&CP website.

The external evaluation process will be decided by the Board in 2026.

V. Membership: Participating in the Partnership

The partnership is open to all stakeholders willing to mainstream gender considerations in their own organizations and in their work to jointly undertake and support activities to achieve gender

equality and tackle gender-based discrimination and injustices in chemicals and waste management.

G&CP welcomes stakeholders from the following three stakeholder groups: 1) governments, 2) intergovernmental organizations, and 3) other stakeholders, including from any of the nine Major Groups recognized in Agenda 21 and by the UN Environment Assembly⁷, like women's organisations and networks, gender experts, non-governmental organisations, science and academia, financial mechanisms, workers and trade unions, private sector and industry, youth organisations, farmers, Indigenous Peoples, and others.

Types of Membership

The G&CP welcomes organisational members as full partners as well as organisational and individual members as associate partners.

Full partners: organisations from all stakeholder groups are welcome to join the Gender & Chemicals Partnership.

Associate partners: organisations who wish to participate but not to commit to full membership and its requirements as well as individuals are invited to become associate partners. Associate partners are welcome to participate in G&CP meetings and working groups, but do not enjoy active or passive voting rights with regard to any of the G&CP governance functions.

All interested organisations and individuals need to apply for membership and go through the membership process described below.

Membership Requirements

To maintain the integrity and purpose of the G&CP, the following membership requirements have been established:

- **Area of work:** Members must be actively involved in the fields of chemistry / chemicals and waste management and/or gender equality. Expertise and engagement from all relevant sectors is welcome, including agriculture, environment, health, industry, labour, science, technology / engineering, economy, and others.
- **Gender equality engagement:** Organizational members are required to have a gender strategy in place, conduct projects / activities promoting gender equality, and/or have made official commitments to gender equality.
Individual members are required to have proven expertise in gender and/or chemicals and waste management and/or proven interest in gender and chemicals and waste issues.
- **Conflict of interest policy:** Members must agree to and sign a no-conflict-of-interest policy.
- **Active participation in G&CP:** Regular involvement is vital for the success of the partnership's collaborative efforts. Active participation in at least one partnership working group and/or project as well as in partnership meetings is strongly encouraged.
- **Annual reporting:** All partners are expected to fill out a brief template with questions about their activities related to gender, chemicals and waste, in advance of the annual G&CP Assembly. The Secretariat will summarize the information provided by partners. Together

⁷ Major Groups are: women; children and youth; indigenous peoples; non-governmental organizations; local authorities; workers and trade unions; business and industry; scientific and technological community; farmers.

with Working Group reports, this contributes to progress tracking and knowledge sharing within the partnership.

(NB: the template for reporting is under development and will be considered for adoption by the first G&CP General Assembly).

Membership Process

Initial engagement: Organizations interested in joining the G&CP are encouraged to first get in contact with the Secretariat (email: secretariat@gandcp.org). An initial email exchange or video call may provide the space for introductions and enable the interested organization to gain an insight into the activities of the G&CP as well as clarify any questions or concerns.

Participation in G&CP meetings: Following the initial exchange, the Secretariat in consultation with the Board might invite interested organisations to participate in up to three (virtual) meetings of the G&CP. During this period the organization holds observer status, i.e. ability to contribute to discussions without holding voting rights. This engagement phase can be used for familiarization with the partnership's objectives and activities. The G&CP confidentiality policy (*see IX*) also applies to observers.

Membership Application Submission: Interested organizations and individuals, following the membership requirements listed below, are invited to formally submit a membership application. The application is required to include details about the organization's existing gender strategies, initiatives, projects, and/or official commitments related to gender equality and chemicals and waste management. In the case of individual applicants, it will include details about the work, expertise, and/or experience related to gender equality and chemicals and waste management. All applications will also include a brief motivational statement about what the applicants desired engagement and activities in the G&CP are.

Membership Approval Process: The submitted membership application will be circulated among Board members. Approval is sought through a silence procedure over a period of one month, with consensus being the desired outcome. Should Board members require more information or raise any concerns, the Secretariat will collate these and forward them to the submitting organization for response. Additional information made available by the submitting organization will be circulated again among Board members, initiating a second round of silence procedure over a period of one month. In the event that the silence procedure is broken during a second round and there is no consensus, the respective application will be considered at the next regular Board meeting. If the Board unanimously agrees with the concern, the application will be rejected. If concerns are not withdrawn and the Board does not come to a unanimous decision, a two-thirds majority vote among Board members determines the application's approval.

The membership process is the same for full and associate partners, with the only exception that individuals seeking to become associate partners do not designate focal points while organisations are asked to designate focal points.

By adhering to this structured membership process and meeting the outlined criteria, organizations can become esteemed members of the Gender & Chemicals Partnership. The full process takes approximately 3-6 months.

Partners new to gender and chemicals issues are encouraged to actively interact and learn from more experienced partners thereby facilitating an onboarding process in which new partners gain a deeper understanding of the nexus between gender, chemicals and waste through previous partnership activities, individual member strategies, etc.

Membership Termination

Voluntary Resignation: Membership of full or associate partners ends with voluntary resignation from the partnership, which can be effected by the end of a quarter of a calendar year and has to be announced in writing 30 days prior to the end of the quarter to the Board.

Death: Individual associate partners' membership also ends with death.

Dismissal: Membership of full or associate partners can be terminated by dismissal from the partnership. Dismissal can be effected in the case of partners behaving in ways opposing the partnership's purposes, violating partnership policies such as membership requirements and confidentiality, failing to support the partnership's purposes, endangering or hindering the existence or the activities of the partnership, and any illegal activities.

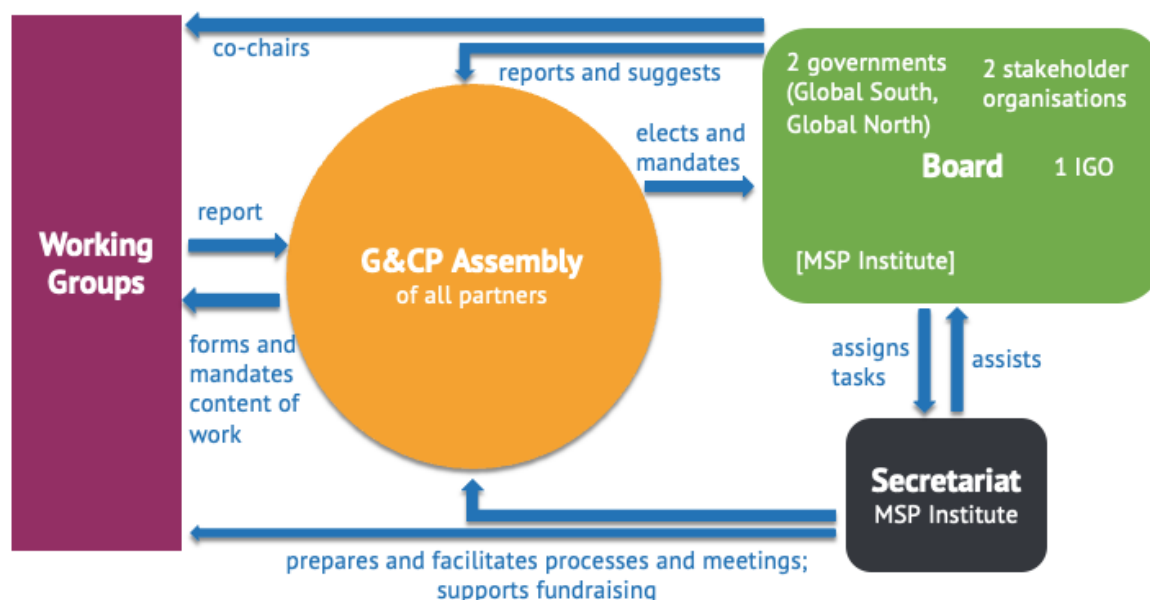
All partners are expected to alert the Secretariat should they observe such behaviour. Such alert must be submitted confidentially, and in written form, with sufficient description and evidence of the behaviour in question. The Secretariat will forward complaints to the Board for consideration at the next Board meeting. Should the Board deem the behaviour in question as a potential reason for dismissal, the Board will seek to engage the respective partner in order to understand causes or rationale of the behaviour in question and provide opportunity to rectify the behaviour in question. Should the issue persist and the partner does not change the behaviour in question, the Board will discuss the issue again at its next meeting and decide upon dismissal by majority. The Board announces dismissal in writing.

Publication

Information on the membership process and the list of official G&CP partners will be made publicly available by the G&CP Secretariat on the G&CP website and other materials in accordance with German and European data protection law.

VI Partnership Structure and Governance

The G&CP is made up of the following bodies: G&CP Assembly; Board; Working Groups; and Secretariat.



G&CP governance structure

1. G&CP Assembly

At the heart of the G&CP is the **G&CP Assembly** (the Assembly), which includes all G&CP partners. The Assembly meets once a year and brings together all partners. The Assembly can be held in virtual, hybrid, or in person format, with a strong preference for in person meetings. The Assembly is convened by the Board by a simple letter or email, giving a period of notice of ten weeks. The Assembly agenda and the Assembly documents are sent to partners no later than least six weeks before the Assembly. The Assembly is chaired by the Chair of the Board, or, in her/his absence, the Vice Chair, and documented by the Secretariat. The partnership strives for gender balance in assembly positions.

G&CP Assembly tasks: The Assembly is responsible for the following tasks:

- Providing space for exchange among partners and discussing further details and scope of activities according to the agreed G&CP objectives and activities (see IV.);
- Receiving and discussing reports from working groups;
- Receiving and discussing the annual report prepared by the Secretariat;
- Adopting the workplan drafted by the Secretariat and discussed by the Board;
- Discussing and passing proposed decisions regarding the creation of working groups;
- Discussing and passing proposed decisions regarding changes to the G&CP governance structure and procedures; and
- Electing the members of the Board in separate ballots for each partner (stakeholder) group.

Assembly membership: Every full partner and every associate partner is welcome to participate actively in the discussions of the Assembly. Every full partner has a vote in the Assembly.

Assembly decisions: During every duly convened Assembly, 30 percent of the partners from every stakeholder group must be present to constitute a quorum. If the Assembly does not have a quorum, the Chair of the Board, or, in her/his absence, the Vice Chair, shall convene a new Assembly that will have a quorum regardless of the number or affiliation of attending partners.

Decisions made by the Assembly require the approval of at least one member from every stakeholder group. The Assembly shall decide:

- on changes to the G&C Partnership Rules with a majority of 3/4 of valid votes cast;
- on the dissolution of the G&CP with a majority of 3/4 of the votes of all partners; and
- on other issues with a simple majority of valid votes cast.

2. Board

The **Board** shall consist of elected **Full Partners** from the three stakeholder groups mentioned in section V and is responsible for the strategic orientation of the partnership and agreeing and overseeing the budget. It discusses the draft partnership work plan, assigns tasks to the Secretariat, reports on its work and strategy to the G&CP Assembly and may make suggestions to the Assembly. The partnership strives for gender balance in Board positions.

Board members are five full G&CP partners from the three stakeholder groups:

- Two governments: one from the Global South, one from the Global North;
- One Intergovernmental Organization; and
- Two stakeholder organizations from any of the nine Major Groups recognized in Agenda 21 and by the UN Environment Assembly.

The MSP Institute serves as the Secretariat and with this role also as *ex officio* member of the Board, with no voting rights.

Board Members are appointed by the respective stakeholder group upon nomination, or self-nomination, elected by the G&CP Assembly for a period of 2 years and can be re-elected. If a Board member cannot complete her/his term, a new Board member will be elected by the respective stakeholder group. Board members may appoint an alternate representative.

Board members will co-chair Working Groups, with at least one Board member co-chairing each Working Group.

Chair and Vice Chair: The Board elects a Chair and a Vice Chair, representing two different partner (stakeholder) groups. All Board members can stand for or be nominated for election to become Chair or Vice Chair; voting is conducted by acclamation and a simple majority constitutes a decision. The Board Chair, or Vice Chair in her/his absence, chairs Board meetings and G&CP Assembly meetings.

Board tasks: The Board is responsible for all matters related to G&CP, unless explicitly assigned to the Assembly. The Board is responsible for the following tasks:

- Convening the G&CP Assembly, including the approval of the agenda drafted by the Secretariat;
- Reporting to the G&CP Assembly about its work;
- Executing resolutions passed by the Assembly;
- Preparing resolution proposals for the Assembly, for example regarding the creation of working groups and changes to the governance structure;
- Accepting applications for joining the G&CP, managing the process should partners raise concerns about applicants, and managing the process of expulsion of partners;

- Supervising the Secretariat, including the discussion of annual work plans for submission to the Assembly, and overseeing the G&CP budget;
- Overseeing and supporting fundraising activities of the G&CP;
- Making public statements on behalf of the G&CP and representing it vis-à-vis external stakeholders;
- In case of conflicts between partners of the G&CP, the Board is responsible for addressing these timely. If a solution cannot be found by the Board, external advisors may be consulted.

Board meetings: The Board meets virtually two to four times a year. Should opportunities for in-person meetings arise, the Board will meet in person. Board meetings are scheduled at least three months in advance. Board meetings and decisions documented by the Secretariat.

Board decisions: One representative from each of the three partner groups must be present at a Board meeting to constitute a quorum. The Board aims for consensus decisions whenever possible. Decisions require the majority of valid votes cast and, additionally, the approval of at least one member from each of the three partner groups. Abstentions shall be considered invalid votes. Decisions may also be made by means of written circulation with the majority ratios set out in this paragraph, giving a period of notice of two weeks.

3. Working Groups

The substantive work of the G&CP, pursuing its objectives and priority activities, will take place in Working Groups. These will be created by the Assembly, according to the capacities in the partnership, based on suggestions submitted by any of the G&CP partners to the Secretariat eight weeks before the Assembly. The Secretariat will include suggestions for Working Groups in the draft Assembly agenda, which will be decided upon by the Board.

Working Group co-chairs: All Working Groups will have at least two co-chairs, one of them being a G&CP Board member. Co-chairs are appointed by the G&CP Assembly, upon nomination, or self-nomination, by full partners of the G&CP. The partnership strives for gender balance in Working Group positions.

Working Group tasks: The Working Groups meet on a regular basis and are responsible for the following tasks:

- Defining their specific goals and work plans and implementing projects and partnership activities together, forming sub-groups as desired;
- Making their results available for all partners, and for publication, as appropriate.
- Reporting annually on their work, results and lessons learned to the G&CP Assembly.

Publications and public communication by Working Groups must be approved by the Board.

Working Group members: Full and associate partners of the G&CP are welcome to contribute to the activities of working groups. Non-G&CP partners are not allowed to join working groups, unless they are explicitly invited by the Working Group.

4. Secretariat

The partnership and its elements and processes will be supported by the G&CP Secretariat. The MSP Institute currently serves as the Secretariat and facilitates the process, and is responsible for the following tasks:

- Preparing the G&CP Assembly and Board meetings, including drafting agendas, organizing logistics, and preparing voting procedures (ensuring membership presence in accordance with voting requirements, conduct voting, and reporting results); preparing minutes of all meetings;
- Supporting meetings and activities of the Board, G&CP Working Groups and the G&CP as a whole, including annual work programmes and budgets;
- Supporting fundraising activities, e.g. drafting a fundraising strategy and proposals, facilitating groups of partners fundraising together, keeping contact with potential funders, coordinating and writing reports to funders;
- Conducting the partnership's financial administration of all budgets and funds;
- Coordinating the annual membership survey and putting together the annual G&CP report, with summarized information from partners as well as reports from Working Groups, with a view to lessons learned and impact achieved;
- Overseeing the use of the G&CP logo; and
- Coordinating the external and internal communication of the partnership as agreed and required by the G&CP Assembly and the Board.

VII. Using the G&CP Logo

The logo is used to mark publications, material and other media for events and projects that are directly linked to the G&CP goals and activities. The Interim Board has established guidelines for the use of the G&CP logo (see Annex 3). These guidelines are binding for all G&CP partners and for the Secretariat.

VIII. Resourcing the Partnership

The partnership will work collaboratively on resourcing and fundraising. This will help to create synergies, implement activities efficiently, and raise funds.

Contributions from partners can include financial as well as in kind resources, earmarked for certain activities or general contributions, e.g. to the Secretariat costs or working group activities.

Additional resources will need to be raised to support partnership activities. A suitable fundraising strategy will be developed. The Secretariat will consult with partners and produce a draft strategy no later than eight weeks before the Assembly for discussion by the Board and adoption by the Assembly.

The strategy will need to be flexible and possibly combine different proposals and projects so as to allow that different sources contribute to different parts of partnership activities or partnership-related activities. Hence, the partnership fundraising strategy may include several

sub-strategies suitable for different activities, different potential sources of funding, and different countries or regions where activities take place.

The partnership may decide to develop specific funding proposals for specific activities of the partnership and/or specific sub-groups of partners – e.g. governments and IGOs eligible for receiving funding from certain sources, or sub-groups of NGOs, women’s organisations, IGOs and other eligible to receive funding from other sources.

IX. Conflict of Interest Policy

Objective: The G&CP’s Conflict of Interest Policy is designed to ensure the integrity, transparency, and impartiality of decision-making within the multi-stakeholder partnership. The policy aims to identify, disclose, and manage conflicts of interest among partners to safeguard the partnership’s mission and maintain public trust.

Definitions:

1. **Conflicts of Interest:** Any situation where a partner’s interests or affiliations could compromise, or appear to compromise, their objectivity, independence, or impartiality in the context of the partnership.
2. **Partners Covered:** This policy applies to all partners involved in the partnership: organizational partners and their representatives as well as individual partners, and full as well as associate partners, and relates to the activities of the partnership.

Policy Guidelines:

1. **Disclosure:** All partners covered by this policy are required to disclose any potential or actual conflicts of interest in writing to the designated persons within the partnership. All Board members serve as designated persons. The disclosure should include relevant details such as the nature of the conflict, the individuals or entities involved, and any steps taken or proposed to manage the conflict.
If a designated person is the itself party in this conflict of interest, s/he will be excluded from the ensuing review and assessment process.
2. **Review and Assessment:** The designated persons will review disclosed conflicts of interest to determine their nature and potential impact on the partnership. The review process will take into account whether the conflict is actual, perceived, or potential.
3. **Management and Mitigation:** Upon identifying a conflict of interest, the partnership will develop and implement a management plan to mitigate the impact of the conflict. Management plans may include exclusion from certain decisions, appointment of an impartial third party to oversee relevant matters, or any other measures deemed appropriate.
4. **Documentation:** All disclosures, assessments, and management plans will be documented and maintained by the designated persons. The documentation will be made available to affected stakeholders while ensuring confidentiality as necessary.
5. **Biennial Review:** The partnership will conduct a biennial review of the Conflict of Interest Policy to assess its effectiveness and make any necessary updates.

Consequences of Non-Compliance: Non-compliance with this Conflict of Interest Policy may result in appropriate disciplinary action, including but not limited to reprimand, suspension, or termination of association with the partnership.

Approval and Adoption: This Conflict of Interest Policy is approved by the G&CP General Assembly and is effective upon adoption. Any subsequent amendments will also require approval by the General Assembly.

X. Confidentiality Policy

This Confidentiality Policy is established to safeguard sensitive information, maintain trust, and uphold the integrity of the Gender and Chemicals Partnership. It outlines the principles and practices regarding the handling, sharing, and protection of confidential information within the partnership.

Any information, data, or materials that are not publicly available and are deemed confidential by the partnership, including, but not limited to, strategic plans, financial data, intellectual property, and sensitive stakeholder information. This includes information discussed in the meetings of the G&CP.

All G&CP partners, as well as observers during the membership application process, and all G&CP staff at the Secretariat are required to adhere to this policy.

Confidentiality Policy Guidelines:

1. **Access Control:** Access to confidential information will be restricted to partners and Secretariat staff only. At the Secretariat, authorization will be granted based on job responsibilities and the necessity to know the information for the effective performance of duties.
2. **Non-Disclosure Agreements (NDAs):** The partnership may require certain individuals, including partners, employees, and volunteers, to sign NDAs as a condition of their involvement, emphasizing the importance of confidentiality.
3. **Use Limitations:** Partners and Secretariat staff may use confidential information solely for the purposes intended and specified by the partnership. Unauthorized use, disclosure, or reproduction of confidential information is strictly prohibited.
4. **Transmission and Storage:** Confidential information should be transmitted securely, using encrypted communication channels where appropriate. Storage of confidential information must comply with security best practices, and access controls should be in place.
5. **Third-Party Confidentiality:** The partnership will ensure that third parties, including contractors and consultants, are bound by confidentiality obligations through Non-Disclosure Agreements.
6. **Incident Reporting:** Any suspected or actual breach of confidentiality must be promptly reported to the Secretariat and the Board for investigation and appropriate action.
7. **Retention and Disposal:** Confidential information will be retained only for the duration necessary to fulfil the intended purpose. Secure and documented procedures will be followed for the disposal of confidential information when it is no longer needed.

Consequences of Non-Compliance: Non-compliance with this Confidentiality Policy may result in disciplinary action, including but not limited to reprimand, suspension, or termination of association with the partnership.

Approval and Adoption: This Confidentiality Policy is approved by the G&CP General Assembly and is effective upon adoption. Any subsequent amendments will also require approval by the General Assembly.

XI. Privacy Policy

NB: The G&CP is currently set up as a project of the *MSP Institute e.V. – Multi-Stakeholder Processes for Sustainable Development*. MSP Institute is a charitable association registered in Germany. Hence, European and German data protection regulation applies.

1. In order to fulfill the purposes and tasks of the partnership, personal data relating to the personal and factual circumstances of the partners are processed in compliance with the provisions of the EU General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG).
2. As far as the conditions described in the respective regulations are met, each member has the following rights in particular:
 - the right to information under article 15 of the GDPR,
 - the right to a correction under article 16 of the GDPR,
 - the right to deletion under article 17 of the GDPR,
 - the right to restrict processing under article 18 of the GDPR;
 - the right to data portability under article 20 GDPR and
 - the right of objection under article 21 of the GDPR.
3. The organs of the partnership, all employees or other persons working for the partnership are prohibited from processing, disclosing, disclosing or otherwise using personal data unauthorized for purposes other than the fulfillment of the respective task. This obligation also exists beyond the leaving of the aforementioned persons from the partnership.

XII. Dissolution of the Partnership

The decision to disband the partnership can only be taken by the Assembly with a three quarters majority of the votes.

XIII. Application and modification of the Partnership Rules

1. These Partnership Rules shall apply on the day after they are adopted by the Assembly and shall apply thereafter for an indefinite period.
2. Amendments to the Partnership Rules shall require a decision by the Assembly with a three quarters majority of the votes.

Annex

Annex 1: Membership Application Form



Secretariat: c/o MSP Institute eV, Anklamer Str. 38, 10115 Berlin, Germany

Email secretariat@gancp.org

Application for Membership Form

The Partnership's Goals:

The Gender & Chemicals Partnership is an international, multi-stakeholder and multi-sectoral partnership. Partners work together to promote gender equality and the empowerment of women and girls in chemicals and waste management, to support addressing the global pollution crisis and to contribute to the implementation of the 2030 Agenda and the Beijing Declaration and Platform for Action.

Objectives & Activities:

- Raising awareness on the linkages of gender, chemicals and waste and fostering gender mainstreaming activities
- Assisting stakeholders in implementing gender mainstreaming activities
- Supporting gender data collection, and gender research
- Supporting knowledge sharing and training
- Providing substantive input to international discussion on chemicals and waste management

The objectives of the partnership will focus on joint activities that enable and promote gender-sensitive, gender-responsive and gender-transformative interventions to achieve gender equality and tackle gender-based discrimination and injustices in chemicals and waste management.

G&CP initial focus activities are:

- Collaborate with UN and other intergovernmental organizations, including the Secretariats of related chemicals conventions, Multilateral Environmental Agreements

and other entities and processes to raise visibility of and attention to the gendered dimensions of chemicals and wastes;

- supporting gender data collection and disaggregation by science, industry, and (inter)national statistical institutes; and
- supporting knowledge sharing and training.

We invite you to join the G&CP!

The partnership is open to all stakeholders willing to mainstream gender considerations in their own organizations and in their work to jointly undertake and support activities to achieve gender equality and tackle gender-based discrimination and injustices in chemicals and waste management.

G&CP welcomes governments, intergovernmental organizations, women's organisations and networks, gender experts, non-governmental organisations, academia, financial mechanisms, workers and trade unions, private sector and industry, youth organisations, farmers, indigenous peoples, and others.

Types of Membership

The G&CP welcomes organisational members as full partners as well as organisational and individual members as associate partners.

Full partners: organisations from all stakeholder groups are welcome to join the Gender & Chemicals Partnership.

Associate partners: organisations who wish to participate but not to commit to full membership and its requirements as well as individuals are invited to become associate partners. Associate partners are welcome to participate in G&CP meetings and working groups, but do not enjoy active or passive voting rights with regard to any of the G&CP governance functions.

All interested organisations and individuals need to apply for membership and go through the membership process described below.

Membership Requirements

To maintain the integrity and purpose of the G&CP, the following membership requirements have been established:

- **Area of work:** Members must be actively involved in the fields of chemistry / chemicals and waste management and/or gender equality. Expertise and engagement from all relevant sectors is welcome, including agriculture, environment, health, industry, labour, science, technology / engineering, economy, and others.
- **Gender equality engagement:** Organizational members are required to have a gender strategy in place, conduct projects / activities promoting gender equality, and/or have made official commitments to gender equality.
Individual members are required to have proven expertise in gender and/or chemicals and waste management and/or proven interest in gender and chemicals and waste issues.
- **Conflict of interest policy:** Members must agree to and sign a no-conflict-of-interest policy.

- **Active participation in G&CP:** Regular involvement is vital for the success of the partnership's collaborative efforts. Active participation in at least one partnership working group and/or project as well as in partnership meetings is strongly encouraged.
- **Annual reporting:** All partners are expected to fill out a brief template with questions about their activities related to gender, chemicals and waste, in advance of the annual G&CP Assembly. The Secretariat will summarize the information provided by partners. Together with Working Group reports, this contributes to progress tracking and knowledge sharing within the partnership.

Membership Process

Initial engagement: Organizations interested in joining the G&CP are encouraged to first get in contact with the Secretariat (email: secretariat@gandcp.org). An initial email exchange or video call may provide the space for introductions and enable the interested organization to gain an insight into the activities of the G&CP as well as clarify any questions or concerns.

Participation in G&CP meetings: Following the initial exchange, the Secretariat in consultation with the Board might invite interested organisations to participate in up to three (virtual) meetings of the G&CP. During this period the organization holds observer status, i.e. ability to contribute to discussions without holding voting rights. This engagement phase can be used for familiarization with the partnership's objectives and activities. The G&CP confidentiality policy (see IX) also applies to observers.

Membership Application Submission: Interested organizations and individuals, following the membership requirements listed below, are invited to formally submit a membership application. The application is required to include details about the organization's existing gender strategies, initiatives, projects, and/or official commitments related to gender equality and chemicals and waste management. In the case of individual applicants, it will include details about the work, expertise, and/or experience related to gender equality and chemicals and waste management. All applications will also include a brief motivational statement about what the applicants desired engagement and activities in the G&CP are.

Membership Approval Process: The submitted membership application will be circulated among Board members. Approval is sought through a silence procedure over a period of one month, with consensus being the desired outcome. Should Board members require more information or raise any concerns, the Secretariat will collate these and forward them to the submitting organization for response. Additional information made available by the submitting organization will be circulated again among Board members, initiating a second round of silence procedure over a period of one month. In the event that the silence procedure is broken during a second round and there is no consensus, the respective application will be considered at the next regular Board meeting. If the Board unanimously agrees with the concern, the application will be rejected. If concerns are not withdrawn and the Board does not come to a unanimous decision, a two-thirds majority vote among Board members determines the application's approval.

The membership process is the same for full and associate partners, with the only exception that individuals seeking to become associate partners do not designate focal points while organisations are asked to designate focal points.

By adhering to this structured membership process and meeting the outlined criteria, organizations can become esteemed members of the Gender & Chemicals Partnership. The full process takes approximately 3 months.

Partners new to gender and chemicals issues are encouraged to actively interact and learn from more experienced partners thereby facilitating an onboarding process in which new partners gain a deeper understanding of the nexus between gender, chemicals and waste through previous partnership activities, individual member strategies, etc.

Gender and Chemicals Partnership Membership Application Form

Type of membership (pick one):

Organizational: full partner ☐ **OR** associate partner ☐ (go to A below)
Individual (associate only) ☐ (go to B below)

A. Organization applying to become a partner or associate partner:

Name of Organization: _____

Type of Organization:

Government ☐ Intergovernmental Organization ☐
Non-Governmental Organization ☐ Industry / Private Sector ☐
Academia / Scientific Institution ☐ Other (please specify) _____

Mailing Address – Street: _____

Postcode: _____ City: _____ Country: _____

Email Address: _____

Phone Number: _____

Website: _____

Organization's Focal Point to the Gender and Chemicals Partnership:

First Name: _____ Last Name: _____

Functional Title: _____

Email: _____

Please provide a statement detailing existing gender strategies, initiatives, and projects and/or commitments related to gender equality and chemicals management.

Bullet points as well as links to publications, strategy documents, relevant web pages, etc. are welcome.

Please describe in a few sentences what further activities you would like to do in the area of Gender & Chemicals and how the G&CP could help with that.

B. Individual applying to become an associate partner:

Name of individual: _____

Mailing Address – Street: _____

Postcode: _____ City: _____ Country: _____

Email Address: _____

Phone Number: _____

Website: _____

Please provide a statement detailing your work, expertise, experience and/or interest in related to gender equality and chemicals management.

Bullet points as well as links to publications, strategy documents, relevant web pages, etc. are welcome.

Please describe in a few sentences what further activities you would like to do in the area of Gender & Chemicals and how the G&CP could help with that.

- ☐ All nominated contact persons agree that the Partnership's Secretariat collects, uses and saves all personal details for its member support (newsletter, further information via e-mail, as well as invitations).
- ☐ The signing organisation / individual agrees that its membership will be displayed in publications of the Gender & Chemicals Partnership.

Place, date

Signature

Annex 2: Annual Membership Survey

(with Template for Reporting Activities on Gender & Chemicals)

To be developed

Annex 3: Guidelines for the Use of the G&CP Logo



Secretariat: c/o MSP Institute eV, Anklamer Str. 38, 10115 Berlin, Germany

Email secretariat@gancp.org

Guidelines for the Use of the G&CP Logo

23 April, 2024

These guidelines contain the rules for the use of the logo of the Gender & Chemicals Partnership (G&CP).

Logo of the Gender & Chemicals Partnership (G&CP)

The G&CP logo consists of a figurative mark (two interlocking squares) and word mark (Gender and Chemicals Partnership - G&CP).

Who is authorised to use the logo?

All full partners are entitled to use the logo exclusively for the purposes listed below. If a partner wishes to use the logo for other purposes, or an associate partner wishes to use the logo, a request for use must be submitted to the Board.

Third parties must apply in writing to obtain authorisation to use the logo in any way. This permission is granted by the Board. The request for use is sent in an informal email to the Secretariat and must contain information about the user, the way in which the logo will be used and the expected duration of use.

G&CP partners and third parties shall report on the use of the logo in an informal email sent to the Secretariat.

Where is the logo used?

G&CP partners can use the logo to communicate their membership of the Gender & Chemicals Partnership and show that they are committed to promote gender equality and the empowerment of women and girls in chemicals and waste management.

The logo can be used on the members' websites, in newsletters and other information material and publications provided by the members.

The logo is not a certification mark or a test mark. It is therefore not permitted to use the logo on any form of product.

How is the logo used?

The sole owner of the logo is the Secretariat, currently the MSP Institute e.V.

Colour, format, opacity, proportions and text of the logo may not be changed. A modification of the logo in the lettering, shape or colour is not permitted. The individual elements of the logo may not be used independently of each other.

The Secretariat can make the logo available to partners upon request. The logo should preferably be used in colour.

Restrictions

The right to use the logo of the G&CP is linked to membership of the G&CP and expires upon termination of membership. A transfer of the authorisation of use to third parties is not permitted. The right of use may be revoked in the event of misuse.

This is particularly the case if

- the G&CP logo is passed on to non-partners;
- there is a breach of the terms of use; or
- access is granted to unauthorised persons.

If the Secretariat becomes aware of such a violation of the terms of use, it will prevent the violation or revoke the user.

Partners who use the logo are obliged to comply with the terms of use and to inform the Secretariat if they become aware that the logo is being misused.

Annex 4: Glossary

Gender equality continuum

	NEGATIVE OR HARMFUL FOR GENDER EQUALITY	GENDER NEUTRAL OR BLIND	GENDER SENSITIVE	GENDER RESPONSIVE	GENDER TRANSFORMATIVE
Definition	Reinforces gender inequalities and stereotypes.	Operates without any consideration of gender differences.	Acknowledges gender differences.	Strengthens gender equality, by addressing gender differences and gender inequalities.	Transforms gender stereotypes and gender norms and relations for gender equality and an enabling environment.
Example of projects/ policies in chemicals management	The requirement to use alternative chemicals, e.g. in artisanal gold mining, which requires significantly more time and know-how for the women using it, but without additional training.	The provision of personal protective equipment without the provision of safe changing rooms.	The collection of sex-disaggregated exposure data.	Regulations/ guidelines that reduce the exposure of women in typically “female” occupations, e.g. textile sector, cosmetic sector.	Training for indigenous women to advocate for their rights in national chemicals policy-making.

Adapted from UNICEF (2022): UNICEF Gender Equality Marker and Gender Tag Guidance Note, in: <https://gendercoordinationandmainstreaming.unwomen.org/gender-marker-implementation-unicef>.

Gender data

Sex-disaggregated data is “typically collected and analyzed in two biological categories: males and females, and then used to develop programs and policies. (...) Sex-disaggregated health data tells you the numbers of men and women affected by a particular disease, condition, or cause of death” (Gender Equity Unit, 2024); e.g. Human Biomonitoring Data is often disaggregated by sex for comparing population exposures between the sexes. “When data is not disaggregated by sex, it is more difficult to identify real and potential inequalities.” (UNICEF, 2017).

Sources: Gender Equity Unit (2024): [Differences between Sex Disaggregated Data and Gendered Health Data](#); UNICEF Regional Office for South Asia (2017): [Glossary of Terms and Concepts Framework](#);

Gender-disaggregated data is “often confused with data disaggregated by sex”. But biological sex “disregards the socially built power relations and gender norms that exist between and among males, females, and people with other gender identities, ignoring the cultural and systematic disparities that exist. Gendered power relations have significant influence on data collection efforts, health-seeking behaviors, vulnerability to risk factors for non-communicable and other diseases, and the impact of health policies”. Gender-disaggregated data asks the “who questions:” Who does which tasks? Or Who has higher prevalence of a particular disease?, to understand the root causes of gender inequalities. Gender-disaggregated data is important to better identify exposure routes.

Source: Gender Equity Unit (2024): [Differences between Sex Disaggregated Data and Gendered Health Data](#).

Gender mainstreaming

Gender mainstreaming refers to “the process of assessing the implications for women and men of any planned action, including legislation, policies or programmes, 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 programmes 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.”

Source: The United Nations Economic and Social Council (1997): [Agreed conclusions 1997/2](#). Chapter IV.

Implementation

A **Gender Action Plan (GAP)** is the plan for gender activities that an international institution has adopted for itself. Its purpose is to make the institutions’ activities *more effective, efficient and successful* by addressing existing gender inequalities and redefining women’s and men’s gender roles and relations through guidance on gender mainstreaming. Several UN Conventions, Frameworks, and Organizations have their own Gender Action Plans, e.g. BRS Conventions; Minamata Convention; UNFCCC; CBD.

A **Gender-responsive National Action Plan (NAP)** is a national plan on chemicals management that includes gender aspects. Applying gender-responsive approaches to the development process of a NAP “requires attention to gender throughout the iterative cycle of planning, implementation, and monitoring and evaluation. It also means consideration of gender issues in the crosscutting dimensions, including institutional arrangements, capacity development, financing and information sharing related to the NAP process”, such as equal participation and influence in decision-making processes and equal access to financial resources and capacity-building for all

genders.

Source: NAP Global Network (2024): [Gender](#).

A **National Gender Action Plan** (e.g. mentioned in GFC) or a **Gender Road Map** is a step-by-step guidance focussed on the gender mainstreaming process in a country, sector or organization. A national gender action plan is developed by a government, while a gender road map can be developed by any stakeholder and is not directly part of any international processes. Evaluation and monitoring are not mandatory; it is a voluntary document and can take different forms. MSP Institute, for example, has developed the “Gender and Chemicals Road Map” (2021) - a guidance document with proposed process steps and inspiring questions for development, similar to the “WHO Chemicals Road Map - Road map to enhance health sector engagement in the strategic approach to international chemicals management towards the 2020 goal and beyond” (2017) (see here: <http://gender-chemicals.org/road-map>).