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MACHAKOS UNIVERSITY

DISABILITY MAINSTREAMING POLICY

2019



VISION STATEMENT

A preferred University of Excellence in Scholarship and
Service delivery

MISSION STATEMENT

Provide scholarly education through Training, Research
and Innovation for Industrial and socio-economic
transformation of our communities



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FOREWORD

This policy is anchored on the United Nations Convention on the Rights of Persons with Disabilities of 2008, the Persons With Disabilities (PWDs) Act of 2003, the National Disability Policy of 2006, and the Strategic Plan on Disability Mainstreaming by the Ministry in charge of Social Protection (2018 -2022).

Over the last few years, the University has had an increase in the number of PWDs. This has obliged the University to redesign its governing tools to address emerging issues related to PWDs and to create a university community that is ready to face development issues through providing quality education and equal work opportunities to all. The University is committed to the provision of necessary opportunities and access to PWDs. Our aim is to provide an environment where there is equality of opportunity and where Persons with Disabilities (PWDs) can enjoy a quality experience while studying, working or visiting the University. This is the purview within which the Disability Policy is formulated.

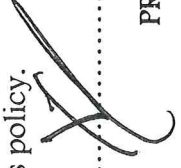
The required minimum constitutional threshold for persons with disability is 5% of the overall population in every organization. It is for this reason, besides addressing some of the challenges faced by Persons with Disabilities at the work place that Machakos University has developed this Disability Mainstreaming Policy.

The objective of this policy is to guide Machakos University in disability mainstreaming to ensure a diverse workforce as provided for in the Constitution of Kenya and Persons with Disabilities Act, 2003.

The University will be working with various stakeholders to ensure that the provisions of this policy are implemented, monitored and evaluated. Once implemented, the policy will go a long way in improving the wellbeing of persons living with disabilities at Machakos University and in the process maximize their contribution to service delivery.

I wish to thank the Disability Mainstreaming Committee for their effort and commitment in the development of this policy.

SIGNED:..... DATE: 24.10.15.....



PROF. LUCY W. IRUNGU, Ph.D.
VICE CHANCELLOR

&
PROFESSOR OF ENTOMOLOGY

2.0 PURPOSE

Persons with Disabilities (PWDs) frequently encounter exclusion, restrictions (barriers), denial, discrimination, marginalization, segregation, stigmatization, inequalities, prejudice and ill will. Given that PWDs represent a significant segment of the population, it is only fair that they are integrated into all development activities in order to achieve both local and international development goals.

3.0 FOCUS OF PWDs MAINSTREAMING POLICY

The level of services for Persons with Disabilities in Kenya today raises certain concerns which government considers as requiring policy action. These issues exist in MKSLU and thus the need for policy action. The focus of PWDs Mainstreaming Policy includes:

- 1) Promotion of equity, non-discrimination and participation of PWDs.
- 2) Facilitating inclusion and involvement of PWDs.
- 3) Addressing disability related issues, gaps and challenges at the place of work.
- 4) Redesigning work implements, tools, equipment, machines, workstations and work environment.
- 5) Ensuring flexible work schedules, sequence of work and breaking down work tasks to suit needs of PWDs.
- 6) Provision of PWDs with relevant tools to change their lives towards a higher level of independence, capabilities and participation.
- 7) Integration of PWDs in all aspects at the work place.
- 8) Respecting and acceptance of PWDs as part of diversity and humanity.
- 9) Participating in mainstreaming disability through the DMC (To oversee and fast-track the implementation of strategies and plans of action stipulated in the Policy).

4.0 NATIONAL LEGISLATIVE FRAMEWORK

This Policy is informed by the following National Legal Documents:

- 1) The Constitution of Kenya, 2010.
- 2) The Persons With Disabilities Act, 2003.
- 3) The ILO Report on Inclusion of People with Disabilities in Kenya (October 2009).
- 4) Sustainable Development Goals (SDG's).
- 5) Kenya's Vision 2030.
- 6) The Kenya Special Needs Education [SNE] Policy.
- 7) The Standard Rules on the Equalization of Opportunities for PWDs.

5.0 DISABILITIES AS A CROSS CUTTING ISSUE

Disability impacts on all aspects of the society and national development. MksU recognizes the challenges faced by PWDs and endeavors to minimize the same.

5.1 The Combined Effect of Disability and HIV/AIDS

Although the extent to which HIV/AIDS has affected Persons With Disabilities has not been determined yet; they suffer the same level of prevalence as the rest of the population. The combined effects of HIV/AIDS and Disability on a person or group of persons, present a big challenge.

5.2 Limitation in Attainment of Education for all Goal

Education is the most important tool for participation of Persons With Disabilities in socio-economic life. It helps develop positive attitudes towards the importance of work and self-reliance while sharpening skills necessary for integration into socio and national affairs. It is important that education to Persons with Disabilities is given due attention.

5.3 Challenges of Information Communication Technology

Whereas advancement in the information super highway has revolutionized the world, relevant technology remains largely inaccessible to Persons with Disabilities in terms of affordability, design and training for use.

5.4 Women with Disabilities

Women with disability suffer double jeopardy. They are discriminated against as both women and as Persons with Disabilities. This has resulted in extreme difficulties in their effort for self-realization.

6.0 BARRIERS TO PWDs

Various barriers ranging from environment, communication, socio to economic, prevent Persons with Disability from attaining acceptable quality of life. The barriers include but not limited to the following:

6.1 Construction and Building Environments

Construction and Building Environments poses many difficulties in physically accessing building paths and other infrastructure to Persons with Disabilities. To overcome this, the management shall construct ramps to buildings, flatten the paths and modify sanitation facilities for easy access by Persons with Disabilities.

6.2 Modes of Communication

Prescribed mode of communication are often unavailable to people with visual, hearing or intellectual disabilities. This prevents them from participating or benefiting from the message communicated. To overcome this, the Management shall introduce the modes of communication accessible by persons with impairments. These include brailing of printed information, sign language, interpretation, eye catching simplified messages, well repeated and easily repeatable information. These should be delivered in accessible settings.

6.3 Attitudes and Practices

Attitudes and practices embedded in cultural beliefs, taboos, rites of passage and religion creating near insurmountable obstacles to the participation of Persons with Disabilities in socio and cultural activities. The Management shall overcome these barriers through aggressive and effective university community education and rehabilitation programmes.

7.0 THEMATIC AREAS, OBJECTIVES AND STRATEGIES

7.1 Accessibility

Objective 1: To provide access to barrier free work environment, buildings, information, associated facilities and services

Machakos University will achieve this objective through:

- 1) Construction and provision of ramps with suitable rails.
- 2) Reservation and designation of parking slots and washrooms accessible to PWDs.
- 3) Provision of sign language and communication code via Braille

7.2 Information, Communication Technology

Objective 2: To Restructure the existing system for ease of information access by PWDs.

Machakos University will achieve this objective through:

- 1) Adoption of modern tools of communication and technology that are responsive to the needs of PWDs.
- 2) Removal of barriers which prevent PWDs from accessing information.
- 3) Provision of equal access to Information, Communication and Technology.
- 4) Carrying out ICT training for PWDs especially on use of assistive devices.

- 5) Training of staff to assist PWDs in accessing information, services and on relevant modes of communication e.g. sign language.
- 6) Availing assistive devices in technology for PWDs to access information e.g. provide hearing aids and Braille where appropriate.
- 7) Provision of relevant software that translates text into speech and vice versa.

7.3 Employment, Remuneration and Compensation

Objective 3: To Employ PWDs and retain those who graduate to disability.

Machakos University will achieve this objective through:

- 1) Ensuring conducive working environment and conditions of service.
- 2) Recognition and enforcement of the rights and privileges of PWDs.
- 3) Offering reasonable accommodation to PWDs in the course of employment in terms of flexible working arrangements and taking into consideration the challenges faced in the public transport system in the country.
- 4) Recognition of staff members with PWDs dependents.
- 5) Ensuring progressive implementation of the principle of 5% jobs for PWDs.
- 6) Availing Equal opportunity for employment, training, development and career progression.
- 7) Ensuring that the rights and privileges of PWDs as stipulated in the Constitution, laid policies and other legislations are enforced.
- 8) Offering counseling and medical support to those graduating to disability.

7.4 Training, Capacity Building and Empowerment

Objective 4: To conduct training and capacity building programs for PWDs and DMC members so as to enhance disability mainstreaming.

Machakos University will achieve this objective through:

- 1) Empowering and strengthening PWDs to maximize their full potential and productivity noting that disability is not inability

- 2) Endeavoring from time to time to participate in disability mainstreaming training and activities at both national and international forums.
- 3) Rehabilitating, re-train, re-deploy (where necessary) and provide assistive devices to staff who graduate to disability status.
- 4) Making provisions for collaboration with other stakeholders in research, training and development.
- 5) Applying affirmative action on training and development opportunities.

7.5 Advocacy and Inclusion

Objective 5: To Create awareness on the needs, aspirations and rights of PWDs to staff through sensitization and training.

Machakos University will achieve this objective through:

- 1) Endeavoring to Change the attitudes and perceptions between the PWDs and persons without disabilities.
- 2) Sensitizing staff on disability etiquette.
- 3) Undertaking annual awareness training and sensitization of staff on the rights and privileges of PWDs.
- 4) Incorporating PWDs representation in the organization's DMC at 30% membership.
- 5) Enlisting the full and effective participation of PWDs in the operations of the Institution.
- 6) Promoting inclusion of PWDs in all social activities of the Organization.
- 7) Undertaking personal mentoring of PWDs for motivation purpose.

7.6 Disclosure and Acceptance

Objective 6: To Make PWDs comfortable, free to disclose their disability status and acceptance within the institution and especially those members of staff who graduate into disability.

Machakos University will achieve this objective through:

- 1) Availing counseling services to members of staff especially to PWDs whenever required.
- 2) Setting up a rehabilitation and intervention system to serve those who graduate to PWDs.
- 3) Creating an avenue through which staff can come and disclose their disability status under reasonable confidentiality.
- 4) Seeking professional counseling services as and when required for staff graduating to PWD status.

7.7 Assistive Devices, Service and Social Support

Objective 7: To Provide PWDs with relevant assistive devices, support instruments and services.

Machakos University will achieve this objective through:

- 1) Ensuring an effective social support system is in place that caters for the needs of PWDs.
- 2) Availing hearing aids, Braille and wheelchairs for PWDs while on duty.
- 3) Providing a working environment that is as normal as possible.
- 4) Introducing credit facilities to boost employees with PWDs defendants to acquire assistive devices within the accepted University's regulations.

7.8 Equity and Equality

Objective 8: To ensure equal treatment and respect for PWDs.

This objective shall be attained through:

- 1) Assigning roles to PWDs in line with their competences.
- 2) Equitable recognition and reward system.
- 3) Equal training opportunity and career progression.
- 4) Equitable working environment and a level playing field for PWDs.
- 5) Providing a return to work programme and a systematic integration process for staff who acquire disability while in office.

7.9 Budget and Resource Allocation

Objective 9: To prepare a disability responsive budget.

This objective shall be accomplished through:

- 1) Submitting a disability mainstreaming work plan at the beginning of every financial year to be accommodated in the Human Resource department budget.
- 2) Developing a programme that can attract donor funding.

7.10 Procurement

Objective 10: To Enforce the 30% procurement requirement for the Youth, Women and PWDs.

This objective shall be realized through:

- 1) Encouraging PWDs to participate in the pre-qualification process.
- 2) Redesigning the *pre-qualification-to-supply* advertisement to include: “Youth, Women and PWDs are encouraged to apply” and a copy of the advertisement forwarded to NCPWD via email.
- 3) Providing promotional materials in alternative modes (e.g. audio, visual, large prints, large fonts, and Braille) to allow PWDs to be fully informed about the University’s products and services.

7.11 Programming and Transmission (The Place of Viewers with Disabilities)

Objective 11: To provide access to information and services in relation to broadcast programming and transmission.

This objective shall be realized through:

- 1) Provision of equitable access to broadcast services to all people.
- 2) Provision of sign language interpretation for programming when appropriate.
- 3) Ensuring that programme productions take necessary precaution of maintaining a low level of risk to viewers who have photosensitive epilepsy. Where necessary, give viewers an advance adequate verbal or text warning.
- 4) Producing and broadcasting empowerment and sensitization programs on PWDs.

7.12 Emergency Intervention for PWDs

Objective 12: To mitigate against disaster or accidents in the University.

This objective shall be realized through:

- 1) Frequent drills for all staff from time to time.
- 2) Setting up of an emergency response system for PWDs.
- 3) Establishing an auxiliary exit to specifically serve PWDs in the event of an emergency disaster.
- 4) Ensuring there is an effective and prompt system to warn PWDs on an emergency disaster.
- 5) Ensuring there are effective evacuation procedures for PWDs.
- 6) Liaising with the Health and Safety Committee to have a strategy on how to handle PWDs in case of emergency.

7.13 Corporate Social Responsibility

Objective 13: To involve PWDs in CSR programs.

This objective shall be realized through extending the University's Corporate Social Responsibilities to cover PWDs.

7.14 Personal Assistance Services

Objective 14: To establish a personal assistance service programme.

This objective shall be accomplished through:

- 1) Providing Services required by PWDs from staff or other people to enable them execute their mandate prudently, timely and independently.
- 2) Facilitating personal assistance services to PWDs where required.
- 3) Sensitizing members of staff on how to offer personal assistance services to PWDs.

7.15 HIV/AIDS

Objective 15: To sensitize Persons With Disabilities on HIV/AIDS

This objective shall be realized through:

- 1) Promoting HIV/AIDS awareness and prevention for PWDs.

- 2) Ensuring inclusion of PWDs in development of existing HIV / AIDS policies and programmes.
- 3) Encouraging Voluntary Counseling and Testing services for PWDs.
- 4) Prompting discussion and openness about sex and sexuality among Persons With Disabilities in order to dispel myths and misconceptions.

7.16 Registration

Objective 16: To encourage registration of staff With NCPWD

This objective shall be achieved through:

- 1) Establishing a database for Persons With Disabilities within MksU.
- 2) Ensuring that all Persons With Disabilities are registered with the relevant registration bodies as per disability Act 2003.
- 3) Creating linkage between MksU Organizations of PWDs and other service providers.

7.17 Religion

Objective 17: To promote freedom of worship for PWDs.

This objective shall be attained through:

- 1) Protecting Persons With Disabilities from religious abuse, exploitation and coercion.
- 2) Promoting access to houses of worship, shrines and sites of religious importance by Persons With Disabilities.
- 3) Requiring that all persons protecting the rights of Persons With Disabilities do so within the human rights principles.

8.0 Policy Implementation

Successful implementation and realization of this policy's objectives will require commitments, adequate resources, and formulation of new policies in collaboration with the government and organizations of Persons With Disabilities and through monitoring and evaluation.

8.1 Implementation, Monitoring and Evaluation

Machakos University shall ensure;

- 1) That copies of the policy are available to staff and students in the University library and on the website.

- 2) That everybody within MksU community will be made aware of the policy and implementation strategy at induction.
- 3) That lecturers methodologies are supportive and understandable to avoid discrimination,
- 4) That relevant pastoral support is offered to Persons With Disabilities.
- 5) That the Disability Mainstreaming Committee will collate feedback received from PWDs within MksU in order to monitor the effectiveness of this policy.
- 6) That the policy is reviewed every three (3) years or as need arises.

8.2 Action Plan

Some of the activities to be accomplished by Machakos University shall include:

- 1) Compositions of the Disability Mainstreaming Committee
- 2) Development of Disability Mainstreaming, Action Plan and Annual Work Plan
- 3) Capacity building of the DMC, management and staff (Training and sensitization) reports.
- 4) Disability Mainstreaming, Accessibility, Reporting on ramps, aisles, lifts and making recommendations.
- 5) Disaggregation of Data Sheet on Employees with disabilities.
- 6) Promoting access to Government procurement. Opportunities indication awards to PWDs of the 30% requirement.
- 7) Provision of alternative means of accessing information like Sign Language, Braille and ICT – Adoptive Technology.
- 8) Preparation of Quarterly Disability Mainstreaming, Feed-back Reports.

8.3 Annual Workplan

The Disability Mainstreaming Committee shall each year prepare an annual work plan that will include:

- 1) Sensitizing Persons With Disabilities (PWDs) on jobs available in the University
- 2) Putting up Ramps in the University for ease of accessibility.
- 3) Collecting data of Persons with any Disabilities by age, gender and form of disability.
- 4) Encouraging students with disabilities to apply for internal attachments.
- 5) Ensuring that at least 5% of the people recruited are PWDs when they apply without compromising merit.
- 6) Translating the Service Delivery Charter into braille

- 7) Carrying out accessibility audit for PWDS
- 8) Obtaining a certificate from the National Council for Persons With Disability (NCPWD).

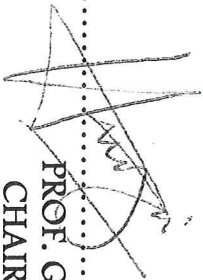
9.0 Review of the Policy

The Disability Mainstreaming Committee shall review the Policy after every three (3) years or as need arises.

10.0 POLICY APPROVAL

This policy is approved by Council.

SIGNED BY:



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PROF. GIDEON HANJARI, Ph.D.
CHAIRPERSON OF COUNCIL

DATE: *30th Oct 2019*

