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Report

Gender Focal Persons Workshop

***“What can GFPs do to promote gender equality
in EU Development Cooperation?”***

Brussels, 16- 18 June 2010



submitted by:
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Disclaimer

“This Report was prepared with the financial assistance of the European Commission. The views expressed in this report are those of the consultants and do not necessarily reflect those of the European Commission.”



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Brussels, 16-18 June 2010: Participants of the Gender Focal Persons Workshop “What can GFPs do to promote gender equality in EU Development Cooperation?”

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REPORT

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1 Introduction

The Gender Focal Persons Workshop was organised by DG Europe Aid (Unit AIDCO-E4) in Co-Operation with DG Development (Unit DEV B3) and DG External Relations (UNIT RELEX B1). Daniela ROFI (AIDCO-E4) was in charge of the central coordination and was supported by the EU Gender Advisory Services (GAS). Annex 1 shows the detailed program of the training.

The Workshop was chaired by Dominique DELLICOUR. It took place on the 16th, 17th and 18th of June at AIDCO's facilities in Rue Joseph II, Brussels. There were 54 participants, among which 39 participants coming from EU Delegations of Bangladesh, Botswana, Cameroon, Eritrea, Guatemala, Honduras, Israel, Jordan, Lebanon, Pakistan, Rwanda, Sierra Leone, Uganda, Ukraine, West Jerusalem, Yemen and Brussels HQ's, as well as 15 resource persons. The list of participants is attached as Annex 2.

This report describes the objectives and the outcome of the Workshop, including the results of the participants' evaluations. The materials provided to the participants (manual, USB stick, handouts of PPTs and other materials) are not included in this report.

For all the efforts to prepare the logistics and to reproduce the training materials I like to thank Ramon SANMARTIN and Jaime RIVAS (Particip). Special thanks also to Magda PYRZANOWSKA and Marta KUCINSKA (AIDCO-E4) for their support to the logistic organisation of the event.

This GFP-training was possible thanks to the commitment and efforts of Dominique DELLICOUR and Daniela ROFI to ensure the implementation of the EU policy commitments on mainstreaming gender equality in EU Development Cooperation.

Thera van Osch
Team leader EU Gender Advisory Services

2 Objective of the training and results pursued

The purpose of the Workshop was to facilitate the exchange of existing gender expertise among GFPs of EU Delegations and staff at HQ in Brussels, and to provide participants with information and tools on how to effectively promote gender equality in EU Development Cooperation.

The specific objectives of this Workshop were:

- a. Build knowledge and raise awareness on the EU gender policy frameworks:
 - Communication on Gender Equality and Women's Empowerment in EU Development Cooperation of 8 of March 2007 and the corresponding Plan of Action of 2010.
 - EU Guidelines on Violence against Women and Girls and Combating all Forms of Discrimination against them (2008)
 - Comprehensive approach to the EU Implementation of the UNSCR 1325 and 1820 on Women Peace and Security (2008)
- b. Learn about and reflect upon how to translate the EU gender policy frameworks into practice at the country level, with a focus on the role of the GFP in this process:
 - Learn how to apply strategies and tools to promote gender equality in EU development cooperation.
 - Share and reflect on good practices and lessons learned on the role of GFPs
 - Link to useful networks to strengthen the role of GFPs

Learning Objectives

- a. Knowledge: By the end of the training, participants will gain an understanding of: EU policies, legal frameworks, strategies and tools to promote gender equality in EU Development Cooperation
- b. Skills: By the end of the training, participants will be able to identify opportunities and entry-points for gender mainstreaming and to apply the main tools to promote gender equality in EU development Cooperation
- c. Competence: By the end of the training, participants will have explored their role and responsibilities as GPS.

Target Groups

- Gender focal Persons of EU Delegations
- EU Staff at HQ level

The methodology

The methodology applied in the workshop was practical and interactive. It was focused on the acquisition of relevant knowledge and skills using case studies and group work. Participants were invited to share their knowledge, experience and skills as an integral part of the learning process.

3 Training Materials provided

The below listed training materials were provided during the workshop.

1. Toolkit on mainstreaming gender equality in EU development cooperation, 3d Edition.

2. Tailor-made Training Manual, which included:

➤ **Introduction papers:**

- Programme of the workshop
- List of participants and resource persons
- **Tasksheet 1:** for the introduction of the participants
- Practical information on the stay in Brussels
- Information on lunch-meeting on Day 1
- Information on Dinner Day 2
- Information on presentation of East Jerusalem Films at info-point with lunch
- List of materials provided

➤ **Papers for DAY 1: FROM POLICY TO PRACTICE**

- Main Policy Frameworks (Handout of PPT by Thera van Osch/GAS)
- Discussion paper for the Round Table discussion
- **Tasksheet 2:** Buzz Groups
- **Tasksheet 3:** Role of the Gender Focal Persons
Materials for working groups on “How to implement Policy Frameworks at Country level”:
 - A. Template for The EU Plan of Action on gender Equality and Women’s Empowerment in Development (2010-2015)
 - B. Template for the Comprehensive approach to the EU implementation of the UNSCRs 1325 and 1820 on women, peace and security
 - C. Template for EU guidelines on violence against women and girls and combating all forms of discrimination against them
- How EU funding and policy dialogue has contributed to the gender equality agenda in Turkey (Handout PPT by Zeynep Aydemir Koyunco – EU Delegation to Turkey)

➤ **Papers for DAY 2: Instruments, Tools and Entry Points**

- How can we make the best use of entry points to promote Gender Equality through Development Cooperation? (Handout PPT by Daniela Rofi/AIDCO-E4)
- Tasksheet 4a: Preparing and using the Country Gender Profile
- Tasksheet 4b: Applying the G-marker and GESCI in the Project Approach
- Good Practices at country level:
- Guatemala: Gender Coordination Mechanism at Country Level (Handout PPT by Birgit Vleugels – EU delegation to Guatemala)
- Lebanon: Gender working Group (GEWOG) (Handout PPT by Roula Abbas – EU delegation to Lebanon)
- Morocco: Executive Summary of the Gender Report Appended to the Finance Act 2010
- Gender Responsive Budgeting in Peru: Mechanism for Gender Equality and Aid Effectiveness (Handout PPT – not presented. See: www.gender-budgets.org)
- How can GFPs benefit from gender work of the OECD (Handout PPT – Karen Barnes – Coordinator of OECD Gender Project)

➤ **Papers for DAY 3: Networking**

- Tasksheet 5: Network Map
- Regional GFP Network in Latin America and Caribbean (Handout PPT – prepared by Roxanna GUERRA of EU Delegation to Peru and presented by Brigit Vleugels of EU Delegation to Guatemala)
- Handouts of PPTs on European and Global Networks distributed during the training (WIDE (women in Development Europe), EWL (Cecile Greboval, Programme Director European Women’s Lobby)), International Network to stop Violence against Women.
- Sharing experiences:
 - Cambodia: Best replicable practice of gender related project in Cambodia (Handout PPT by Noeun Bou – EU Delegation to Cambodia)
 - Bangladesh: Empowerment of adolescents (2006-2010) (Handout PPT – Claudia Sassi – EU Delegation to Bangladesh)
 - Uganda: Gender in ethnic conflict situation in the Rwensori Region of Uganda (Handout PPT – Sayson rosette Meya – EU delegation to Uganda)
 - Ukraine: Best replicable practice of working with UN on women’s and children’s rights (Handout PPT – Sergey Polyuk – EU Delegation to Ukraine)

➤ **Policy Frameworks**

- EC Communication on Gender Equality and women Empowerment in Development Cooperation, 8 of March 2007
- EU Plan of Action on gender Equality and Women’s Empowerment in Development (2010-2015)
- The Comprehensive approach to the EU implementation of the UNSCRs 1325 and 1820 on women, peace and security
- EU guidelines on violence against women and girls and combating all forms of discrimination against them

➤ **Reference documents**

- Overview of feedback on questionnaire on role and functions of GFPs in the delegations
- Letter of Veronique Arnault to HoD (26 Mai 2010) on “Implementation of the EU guidelines on Violence against women” + guidance notes
- Overview of answers of EU Delegations to the questionnaire on implementing EU guidelines to combat violence against women
- Flyer ‘Promoting gender equality through EC Development Cooperation

➤ **Glossary**

➤ **Evaluation Sheet**

3. Briefing Notes on:

- Gender and Trade
- Gender budgeting in Sector Wide Approach
- Women’s Rights
- Vocational Training
- Decentralisation and Administrative Reform

4. Flyers on Gender Equality at the heart of EU Development Cooperation

5. **Draft Briefing Note on “Gender, Peace, Security and Development: What can the EU do?”**

6. **Newsletter on the issue “Gender, Peace, Security and Development: What can the EU do?”**

7. **USB-stick with documents on:**

EU Gender Policy Frameworks

- The Communication on promoting gender equality and women’s empowerment in development cooperation of (8 of March 2007)
- Annex to the Communication on promoting gender equality and women’s empowerment in development cooperation of (8 of March 2007)
- The EU Comprehensive Approach to the EU implementation of the UNSCR 1325 (and 1820 on women, peace and security (December 2008)
- Draft-Gender Action Plan-for-Council-meeting-June2010
- EU guidelines on violence against women and girls and combating all forms of discrimination against them (2005)
- The Roadmap for Equality for men and women (2006-2010)
- European Commission Staff Working Document- EU Plan of Action on Gender Equality and Women's Empowerment in Development 2010-2015

EU Legal Frameworks and Instruments

1. Consolidated version of the Treaty on The European Union 2008
2. Thematic Programme for the promotion of democracy and human rights worldwide under the future Financial Perspectives (2007-2013)
3. Instrument for Development Cooperation (DCI)
4. Investing in People
5. Instrument for the Promotion of Democracy and Human Rights Worldwide (EIDHR)
6. Instrument for Stability (IfS)
7. Instrument for Pre-Accession Assistance (IPA)
8. European Neighbourhood and Partnership Instrument (ENPI)
9. The European Consensus on Development (2005)
10. Project Cycle Management Guidelines

International Commitments

11. CEDAW: Convention on the Elimination of all forms of Discrimination Against Women (1979) and Facultative Protocol (1999)
12. Beijing Platform of Action (1995)
13. Millenium Development Declaration and MDGs (2000)
14. Conference of Cairo on Population and Development (1994)
15. UNSCR 1325 (2000)
16. UNSCR 1820 (2008)
17. UNSCR 1888 (2009)
18. UNSCR 1889 (2009)

Regional Commitments

19. Maputo Protocol (2003)
20. Convención de Belém do Pará (1994)
21. ASEAN Declaration, Bangkok (1988)
22. Recommendations of the MDG Africa Steering Group (June 2008)
23. Solemn Declaration on Gender Equality in Africa (Addis Ababa, 2004)

Tools and other documents

24. Toolkit
25. Briefing Notes
26. Gender-Focal-Person-Form-2010
27. GENDER SENSITIVE Guidelines for grant applicants
28. Guidelines on harmonised European TimeUse surveys
29. Letter Koos Richelle 2008
30. Letter Koos Richelle 2010-06-09
31. The PUW Quote: A new Context Indicator to address gender inequalities
32. The DAC Gender Policy Marker
33. Gender Equality Screening Checklist to be used at project identification stage (GESCi) - Tool 6.9
34. Gender Equality Screening Checklist (GESCF) to be used at the project formulation stage – Tool 6.11

4 Training activities

The Workshop consisted of PPT-presentations, group exercises, debates and plenary presentations of the results of group-work. Here follows a chronological summary of the training:

16th June- Day 1

Opening and Introduction

Francesca MOSCA (Director DG AIDCO E/Quality of Operations) opened the workshop and welcomed the participants. She went briefly through the history of the Gender Network and the outcome of the first Gender Focal Persons Workshop in 2007. She also highlighted the importance of the timing of this Workshop, just two days after the adoption of the EU Plan of Action on Gender Equality and Women's Empowerment in Development 2010-2015.

Francesca MOSCA explained that the MDGs will not be met if discrimination against women and girls is tolerated in the developing countries and she expressed her confidence in that the Workshop will generate clear recommendations that will improve the work of GFPs.

Dominique DELLICOUR (Head of Unit AIDCO E4) went shortly through the programme and the objectives of the Workshop.

Presentation of the participants

The presentation of the participants was made through a dynamic exercise (Tasksheet 1) conducted by the animator Lenni GEORGE. The participants had to find their own 'aboriginal'-name according to what they bring to the tribe (for example 'peacemaker', 'healer', 'memory

keeper'...). They had to find the name that reflects the contribution of each to the work, family, society, etc. They also had to specify their expectations of the Workshop.

Then they were divided into groups and had to introduce themselves saying their classical as well as their 'aboriginal' name, and their expectations. One of each group introduced the group members in plenary.

The 'aboriginal' names of the participants were very interesting: speedy, organiser, positive & people person (ppp), green/fresh, trustful conseiller, analyst, traveller, cheerleader, mediator, mother, peace maker, tranquilizer, care taker, refusenik, structure, Ms. Positiveness, smooth messenger, the memory keeper, the joker, motapenda, the voice of the poor, the negotiator, jet and the engine.

Regarding the expectations, most participants hope to receive useful information and practical tools for their job as GFP. They want to have an overall picture, become more knowledgeable on how to operationalise concepts and commitments, and to enhance gender equality in delegation's work with third countries. Networking, sharing experiences, exchange between Delegations and HQs and learning from one another (best practices) are also frequently mentioned among the expectations. Many participants expected also more clarity about the roles and responsibilities of the GFP.

Main EU Gender Policy Commitments

Thera VAN OSCH (Teamleader of EU Gender Advisory Services) gave a PPT presentation on the Legal Framework and main Policy Commitments of the EU to promote gender equality:

- the Treaty of Lisbon
- Women's Charter: Political Declaration of the EC to strengthen commitment to gender equality
- the Roadmap for equality between Women and Men
- the European Consensus on Development
- the Communication on Gender Equality and Women Empowerment in Development Cooperation
- the EU Plan of Action on Gender Equality and Women's Empowerment in Development
- the Comprehensive Approach to EU implementation of UNSCR 1325 and 1820
- the EU Guidelines to end Violence and Discrimination against Women and Girls.

Special emphasis was given to the Gender Action Plan which had been approved by the EU Council two days ago, the 14th of June 2010.

Round table: "Implications at the country level of EU Policy on Gender Equality and Women's Empowerment in Development Cooperation and External action"

The round table on the "Implications at the country level of EU Policy on Gender Equality and Women's Empowerment (GEWE) in Development Cooperation and External action" was chaired by Dominique DELLICOUR. The other speakers at the table were:

- Mr. Felix FERNANDEZ-SHAW, representative Spanish Presidency of the European Union
- Jean-Claude BOIDIN, Head of Unit B3 of DG DEV
- Charles-Michel GEURTS, Deputy Head of Unit B1 of DG RELEX.

The activity was aimed at identifying both the opportunities and the challenges of the EU to bring EU Gender Policy to practice. The focus was on operational issues that impact on implementation at country level. The speakers gave significant examples of 'best practices'.

The event started with the panellists presenting their personal views and experience of EU gender policy and its implementation. The floor was passed then to the participants, who made questions to the Panel. The speakers gave response to the questions posed by the attendants and exchanged opinions with them.

Felix FERNANDEZ-SHAW explained how the process towards the approval of the Gender Action Plan (GAP) took place.

Jean-Claude BOIDIN raised several questions in relation to the overload of work at delegation level where they receive many policies and instructions on GEWE. He wondered: Who reads it? Who digest it? Who implements it on the ground?

Charles Michel GEURTS explained how Relex is executing the EU Comprehensive Approach on implementing UNSCR 1325 and 1820 and the EU Guidelines on Violence against women and girls and combating all forms of discrimination against them. Almost all delegations have reported on the implementation of the EU Guidelines on Violence against Women¹.

The participants launched a number of interesting issues and questions:

After 'buzzing' together (Tasksheet 2) for few minutes, the participants launched the following questions

- the obligations of Heads of Delegations (HoD)
- the impact of EAS on the implementation of the GAP
- the additional workload due to reporting obligations
- the resources for the implementation of the GAP
- the lack of quality insurance for the CSP
- what to do with running programmes that are not gender sensitive?
- Who is the authority to be accountable to regarding the GAP?
- Why not establishing a flexible fund to help influencing gender mainstreaming
- What about gender in candidate and pre-candidate countries

The members of the panel answered the questions.

Mr. GEURTS stressed that HoD have the responsibility of full representatives of the EU, and thus of implementing the EU policies at country level. The implementation of the Comprehensive Approach on UNSCR 1325 and 1820, requires a PPP-strategy: Protect women against violence; Prevent gender-based violence; and promote participation of women in peace processes. This requires space and resources for gender issues. Nevertheless the impact is still too low. Catherine ASHTON (the High Representative for Foreign Affairs and Security Policy of the EU) wants to increase the impact of EU policy on gender and human rights. The HoD will therefore need core-competences in these areas. The GAP ensures mandatory training for the HoD.

Mr. FERNANDEZ-SHAW explained that the new HoD will be an EAS-person, a visible head of the EU at country level, who has to coordinate areas related to gender, human rights and climate change. The rest will be like EC civil servants. The EU member states do not like to coordinate. It is a visibility issue in which they behave like donors who like to put their own flag on a project in stead of defending together a higher ambition.

¹ An overview of the reports of the delegations was included in the training manual, tab 6.

EAS will focus on coordination and building local ownership. Gender Focal Persons have to promote the EU Policy on GEWE, but there should be a good division of labour.

Jean-Claude BOIDIN highlighted the importance of the political dialogue which should include human rights and gender issues.

Regarding the quality of the CSP, he highlighted the important role of the QSP within the delegations. GFPs should be involved in this support group at delegation level.

The question on flexible funding was responded by the panel with the suggestion to mainstream this in the TCF. For something quick however also the Stability Instrument can be used.

The accountability on the GAP has been discussed in the council. The idea was raised (by Charles Michel, the Belgian Minister for Development Cooperation) to add a column for the lead of each activity.

The approach to gender in pre-accession is rather different as the scope of actions and benchmarks are more specific for enlargement.

The discussion was wrapped-up by Dominique DELLICOUR. She informed the participants that with funding from the thematic programme 'Investing in People' a programme will be developed with ICT/ILO which is linked to the EU Gender Action Plan.

She stressed that there is a momentum to make steps forward towards more gender equality. The Gender Action Plan is a renewed operational framework that helps to translate policy into practice. Both HQ and the delegations we have to achieve the targets together.

Work in sub-groups: “The implementation of the EU gender policy commitments at country level: What is the role of the GFPs?”

The participative working groups aimed at defining the role of GFPs on implementing the policy frameworks on GEWE at Country level.

The materials for the working groups on “How to implement Policy Frameworks at Country Level” consisted of 3 overviews of specific issues derived from EU policies, which should be implemented at country level:

- A. The EU Plan of Action on Gender Equality and women’s empowerment in Development (2010-2015)
- B. Comprehensive Approach to the EU implementation of the UNSCRs 1325 and 1820 on women Peace and Security
- C. EU Guidelines on Violence against Women and Girls and combating all forms of Discrimination against them

The task of each working group (Tasksheet 3) was to prepare a ten-point plan that could be understood by their colleagues at the Delegations or in their Units in Brussels. They had to allocate roles and prepare a short role play which outlined the explanation of their implementation plan during a staff-meeting.

All the groups presented the 10-point Action plan for country level on a flip-chart and played a staff-meeting with different opinions where the GFP had to defend the plan.

The following 10-points Action Plans were presented in plenary:

Group 1: (Asia): 10 Point Agenda for GFP

1. Map EU donor activities on gender to identify most appropriate lead
2. Convene internal workshop to share messages on gender and role of GFP
3. Participate in gender coordination mechanism/group
4. Participate in MTR of CSPs/NIP-MIP (which tools to use?)
5. Work on ongoing basis with colleagues of other sectors to take into consideration gender in budget support, SWAPs, sector and macro-economic policies
6. Train colleagues on how to use in meaningful manner gender checklist when preparing action fiche
7. Ensure proper use of G-Marker. Other tools that could be used?
8. Ensure gender is included in a civil society context analysis?
9. Invite NSA in local gender trainings
10. Use 3% of NSA allocation for capacity building on gender issues

Group 2: (Neighbourhood and TR): 10 Point Agenda for GFP

1. GFP to make themselves visible within EUD & get adequate support from management
2. Create/activate a donor coordination group on gender
3. Request funds to build capacity within EUD on gender
4. GFP should contribute to dialogue on HR, to specially include women's rights through EU action plan (or any similar instruments)
5. GFP should contribute to project/program level (checklists, toolkits, etc)
6. Use sex-disaggregated data for planning/implementing projects
7. Present GAP to NSAs to ask feedback for further implementation
8. Facilitate lunch discussion with CSOs or officials responsible for MDG 3 & 5 reporting
9. Facilitate reporting on GBVG
10. Coordinate with HR TMs in preparing local GFPs to have adequate input from gender based CSOs
11. Establish regular discussion/contacts with national machineries/govt. GFPs

Group 3: 10 Point Agenda for GFP

1. Inform HODs of adoption of GAP (to be sent by HQ) and GFP debriefs HOD on the GAP
2. Put GAP on agenda for next EU HOM meeting
3. GAP is shared with NAO and on agenda of pol. dialogue
4. Maintain strong contact with HQ/+CSOs+ women's groups: emails, newsletters, online trainings
5. GFP pushes for GCM when it doesn't exist
6. Sensitize colleagues to make sure that gender screening is used by DEL and consultants
7. Advocate for the use of NSA or EIDHR envelop to sustain projects on GEWE
8. Disseminate info and sensitize to the use of Gender Policy Marker
9. Update contacts/database to include women's organisations for the launch of call for proposals on Human Rights
10. Request HQ for training (compulsory) on GEWE

Group 4: 10 Point Agenda for GFP

1. Present to the HoD the defensive points of choosing a MS as a lead donor
2. Propose a regional meeting to exchange experiences with GFPs and sector people colleagues in the region
3. To include gender in the political dialogue through the most appropriate mechanism (directly without government or through Donor Coordination Mechanism)
4. To promote or strengthen the Gender Mechanism among donors or government authorities
5. To ensure that all interventions have at least one gender indicator adapted to the different aid modalities
6. To ensure that main bilateral programs include specific allocations for gender actions and open the possibility to the DEL to use some of these funds
7. To ensure gender equality in the main sectors policy dialogue, notably through gender sensitive indicators

Experience Sharing: How EU funding and policy dialogue has contributed to the gender equality agenda in Turkey

The participant Zeynep Aydemir Kyuncu, Sector Manager for Social Policy and Employment at the EU Delegation in Turkey, gave a PPT presentation on the EU Contribution to Gender Equality Agenda in Turkey. Firstly, she went briefly into the historical background of the country and the existing situation in it regarding gender. Secondly, Zeynep described the actions carried out by the EU at political, policy and project level. Finally, she listed the main achievements up to date and the main challenges to be addressed in the forthcoming years in order to achieve Gender Equality in the country.

17th June- Day 2

Instruments, tools and entry points for promoting gender equality in EU Development Cooperation

The activity consisted on three PPT presented by Daniela Rofi (AIDCO E4), Cristina Soriani (AIDCO F3) and Sara Sighninolfi (AIDCO F2).

The first presentation was conducted by Daniela Rofi, who went through the following topics:

1. Legal Instruments for EU Development Cooperation
2. Modalities of aid delivery
3. Where and when does mainstreaming gender equality take place?
4. How to mainstream gender equality?
5. The cycle of operations (project + budget support)
6. Entry points to promote gender equality
7. Tools for mainstreaming gender equality

Cristina SORIANI presented a PPT on ‘Investing in People”. She explained the Principles (Subsidiary to, additional to and coherent with geographical programmes and contributing to EU Consensus on Development), the added value and the main specific objectives, among which promoting gender equality and women’s empowerment. She showed that most of the money is for health (59%), whereas ‘gender’ received only 6% of the budget until now. Currently a Mid-Term Review is in process. She stressed that for the coming years (201102013) gender mainstreaming is important for all thematic issue of Investing in People.

Sara SIGHINIOLFI gave a presentation on the European Instrument for Democracy and Human Rights (EIDHR) covering the following topics:

1. Key issues (flexibility) under EIDHR
2. How does the EIDHR “tackle” gender equality?
3. Next Steps: 2010 and more
4. Sources of information on the EIDHR

Work in sub-groups: Applying the tools

The participants were divided into sub-groups for an exercise in which they had to apply the instruments and tools described in the morning. In the groups they had to do two different activities, each of them lasting 45 minutes:

Tasksheet 4a: Preparing and using the Country Gender Profile

Tasksheet 4 b: Applying G Marker and GESCI in the project approach

After having worked on the exercises in the sub-groups the results were shared in plenary.

Feedback on the exercise on Gender Profile

Tasksheet 4a: Entry Points and Tools – What can gender focal Persons do?

Questions:

- 1. What is a Gender Analysis Framework?**
- 2. How to prepare a gender profile?**
- 3. How to use a gender profile?**

Group 1

References to gender analysis in Toolkit, Chapter 6:

- Tool 6.3. Commission Gender Analysis
- Tool 6.4. Stakeholders analysis
- Tool 6.5. GE in problem analysis
- Tool 6.6. Gender-sensitive indicators (for sector gender profile)
- 6.12.: Genderbudgeting (SB-gender profile)

Useful because:

- It gives a situation analysis that helps us compare it with the national policy agenda.
- Helps us to base our analysis in sex-disaggregated data
- Can be used to assess the political-economic and social situation on a gender bases
- Gender issues can be addressed in each of the 7 areas of SBSP in an integrated and multidisciplinary way

How to implement?

- a) Find information at gender relevant government entities (ministries, etc..)
- b) Find data at national statistics centre-Ministries, organisations...
- c) Use tool 6.3 of Toolkit to commission TOR for gender analysis
- d) Technical assistance

Group 2:

See Glossary (page2) for a definition of Gender Analysis

See: Toolkit, page 85 for key elements of Gender Profile (macro-meso-micro)

Work with 'what is there':

- Joint Exercise (other donors , government and stakeholders)
- Centralised TOR HQ/Templates TOR
- Tools that get you a gender profile: Networking!! Best practice is to exchange knowledge

Distinguish between the overall gender profile and the profile for the focal sectors.

Section 2 of the Toolkit provides guidelines for sector gender analysis

Group 3

Art. 20 Gender Action Plan

It is useful because it complements the CSP, identifying specific actions to be gender-mainstreamed

The GFP

- Ensures that gender mainstreaming is addressed in the programming regardless of the targeted sector of intervention
- Ensures that the Gender Checklist is properly completed at identification and Formulation level.

GFP to HoD:

- Clarifies what the gender profile contains (picture of the gender situation in the country)
- that Country Profile is a Tool for harmonisation and coordination with other donors (mainly MS)
- Gender profile is mentioned by GAP as an EU policy & practice (art. 20). Binding document (Council Resolution)

Feedback Exercise on GESCI and G-marker

Tasksheet 4 b: Applying G Marker and GESCI in the project approach

Based on case studies the sub-groups worked on applying the GESCI and the G-marker.

The GESCI proved to be a practical instrument. The discussion highlighted that not all Delegations are aware of the fact that application of the GESCI is compulsory since 2010. Here is a task to do for the GFPs to inform their colleagues about the use of this tool.

The G-marker is a bit more difficult to apply. In one case a group qualified the project as a G-1, whereas the other group considered it a G-0 project. The discussion showed that applying the G-marker is not always easy. The G-marker is compulsory since several years, as it is part of the CRIS. An adjusted tool will be published soon on the intranet.

Experience sharing

Two examples were presented of good practices on gender coordination mechanisms: Guatemala and Lebanon.

Gender Coordination Mechanism at country level

Birgit Vleugels, Gender Focal Person at the EU Delegation in Guatemala, presented "La Mesa de Género", a mechanism created by this Delegation to improve donor coordination on gender issues. She explained the process of creating the instrument, described its main features and its scope of action, and listed the main achievements up to date and the challenges remaining for the future.

Gender Working Group (GEWOG) between EU & Member States

Roula Abbas, Gender Focal Person to the EU Delegation in Beirut, presented the "Gender Working Group". She explained the reasons that carried to the creation of this mechanism and how it was established. One of the results of the GEWOG is the mapping exercise performed together with partners, which has resulted in a useful document for further harmonising. Finally she listed the challenges and next actions to be taken to make the GEWOG work.

The presentations were followed by a plenary discussion about the advantages of a gender coordination mechanism. Reference was made to the Gender Action Plan where the establishment of such a gender coordination mechanism is included as one of the targets for the coming period. Gender Focal Persons have to play an important role in promoting harmonisation on gender issues through gender coordination mechanisms.

How can GFPs benefit from gender work on the OECD Development Centre

Karen Barnes, Gender Project Coordinator at the OECD Development Centre, described the gender work done by the OECD. She explained the mission of the OECD to "help policy makers in OECD and partner countries find innovative solutions to the challenges of poverty and inequality and achieve sustainable and inclusive development."

She explained the SIGI (Social Institutions and Gender Index), which is used by the OECD to identify gender gaps and to assess how social institutions affect development outcomes.

Further Karen explained the Wikigender, a platform for gender equality research, information and data. OECD created this Wikigender for Crowd-sourcing enhancing bottom up dialogue, to feed the work of OECD beyond traditional source, for partnering and collaboration inside and outside the end for reasons of visibility and reaching out to new audiences. She showed how GFPs can join, add information and use Wikigender.

Finally she informed about the DAC Network on Gender Equality (GENDERNET), which is a network of gender equality advisors from the 24 DAC member agencies, who play an important role in promoting gender equality and women's empowerment in the aid effectiveness agenda.

During the plenary discussion several GFPs expressed their doubts about the definition of the SIGI.

Regarding Wikigender ideas were exchanged on how gender focal points could help to develop Wikigender into a tool that is useful for field-based policymakers. OECD could help with collaboration for in-country on data collection, thematic research and events. In this way Wikigender becomes a platform for linking up policy and practice.

18th June- Day 3

Exercise: Mapping my networks and access to information

Lenni George, animator of the Workshop, presented the exercise “Network Map” to the participants. They were given a network map with eleven boxes, each of them representing an aspect of their network. Participants had to reflect on the boxes and write in them the names of the people who support them for the different aspects of their work and life. Then they made couples and shared their maps with their partners, helping between themselves to think of more people who could be included and debating on how to increase and strengthen their network.

Networks and Resources

Daniela Rofi presented several resources of AIDCO available through the intranet. Victoria Correa highlighted the work of DG DEV and the possibilities for GFPs to get information and work together with HQ. David Zaru informed about the work of DG Relex, and reported about the feedback which was received from the delegations on how the guidelines to end violence against women has been addressed (the overview of this feedback was included in the training manual). Korakas Christoforos distributed a flyer of capacity for development and informed about this new website which is created for exchange and capacity building. www.capacity4dev.eu

Regional GFP network in Latin America

Birgit Vleugels presented a PPT on the creation of a new regional network in Latin America. This network was the result of the Regional Gender focal Persons Workshop which took place in Lima, Peru in June 2009. During this workshop GFPs of 9 countries in the region identified the problem they are facing, they shared good practices and ended up with creating a gender network and formulating a regional gender action plan. To finance the activities of the regional gender action plan, they evaluated several ideas, among which the allocation of a fixed percentage of the 3% of EIDHR and NEA lines could be allocated to gender. They also proposed that gender training should be part of the training for EU staff posted in delegations and advocated for an evaluation of gender mainstreaming in development cooperation. Finally they also advocated for including ‘gender’ in the EU visibility manual.

Connecting with EU and Global Networks

The activity consisted on three PPT presented by:

- Cecile Greboval, from the European Women’s Lobby
- Patricia Munoz, representative of Women in Development Europe (WIDE)
- Maaïke Van Min, from Violence against Women and Girls in Conflict (VAWIC).

The first presentation was made by Cecile Greboval, who first described the European Women’s Lobby and its work. She also listed the main policy areas of EWL’s work and talked

about the issues that currently are at stake for women's rights at EU level. To conclude she went through the challenges to be tackled on Gender Equality at EU level.

Patricia Munoz's presentation was on Globalising Gender Equality and Social Justice and had two parts. Firstly, she explained the mission, values and features of WIDE. Secondly, she explained the participants about the added value of working together with WIDE and informed the participants on how they can both (WIDE and the Gender Focal Persons) work together and collaborate with each other.

Finally, Maaïke Van Min focused her address on the issue of Violence against Women and Girls in Conflict. She explained the underlying causes of VAW, the need of implementing comprehensive programmes and the building blocks for fighting against VAW. She also described how the VAWIC can help the GFPs in their work and in turn how the EU can tackle the problem of VAW.

Experience sharing

Best replicable practice of gender related project in Cambodia

Noeun Bou, Gender Focal Person at the EU Delegation in Cambodia, presented the work done by his Delegation on Gender Equality. After describing the country situation regarding Gender, he explained the main features of the project 'Empowerment of women through grassroots activism'. Bou's speech covered the project actors, the actions performed, the impacts of the project and the challenges for the future.

Best replicable practice of working with Government and UN to empower girls

Claudia Sassi, GFP at the EU Delegation in Bangladesh, presented the project 'Empowerment of adolescents'. She described briefly the situation of the adolescents in the country, and then informed on the project activities, the partners involved, the project's structure, the achievements until now and the emerging opportunities currently.

Best replicable experience on 'Gender in conflict situation'

Sayson Rosette Meya, responsible for the Gender Focal Point at the EU Delegation in Uganda, gave a presentation on Gender in the Ethnic Conflict Situation in the Rwenzori Region of this country. She explained the insights of the conflict and the consequences it is having on the country. Then Meya described the actions undertaken and their results and concluded by referring to the challenges still to be tackled.

Best replicable practice of working with UN on Women's and Children's Rights

Sergey Polyuk, Gender Focal Person at the EU Delegation in Ukraine, presented a project focused on the opportunities of a cooperation between the EU and the United Nations. He informed on the existing frameworks for cooperation and then he listed the projects on Women's and Children's Rights in Ukraine. Polyuk described the strengths of cooperation with the UN and shortly referred to how the gender mainstreaming at UN works.

Presentation of short films by Palestinian Women Filmmakers

For the lunch participants were invited to have it at the Info-Point of DG AIDCO while watching a series of 4 short films by Palestinian Women Filmmakers. The movies 'Golden Pomegranate Seeds', 'Far From Loneliness', 'Samia' and 'First love' were presented by the Gender Focal Person at the EU Representative to the West Bank, Gaza Strip and UNRWA.

After the presentation there was an interesting discussion with the public.

Presentation and discussion on GFP Guide: An action Plan for GFPs

The last session was dedicated to the discussion on the way forward for GFPs. Antoinette Gosses, independent consultant, presented a draft guideline for GFPs, which was based on what had been discussed in the past three days.

This proposal was reviewed during the plenary discussion, where several comments were made, including the following:

GFP Profile

Replace Point 1: “responsible” for “advocating for” (promoting)

Last Point: delete “additional”

Functions and job description

The GFPs works under direct supervision of a “Manager”, therefore there might be 2 different persons carrying out a performance evaluation. This can lead to inconsistency in the final assessment.

Suggestion: To standardize this area of performance assessment so that the HoD is the Manager for GFPs in all Delegations.

GFP Functions – Delete ‘manager’

Tasks GFPs:

Regarding the proposed tasks, some participants observed that it is Impossible for GFPs to undertake all these tasks by him/herself. Suggestions were made to reformulate the language since many actions are not under control of GFPs

GFP cannot ensure that women’s empowerment is incorporated in DEL activities but can promote or advocate that.

Organization of meetings with W/M to divulgate nat. priorities + gender commitments

Gender Toolkit:

One of the suggestions was to translation the Gender Toolkit in local language for sharing it with government and civil society

Additional to (sub) regional networks:

Make/create a formal EU GFP Network, like the one that already exists in the Governance sector.

Time schedule:

Give time to the process to take place as it implies a change of mindset, from the Delegation to the Member States

Gender Coordination Mechanism:

It’s been said that there are enough Committees/ Structures and there is a move to consolidate these as it’s the same people circulating. Donors have a partnership forum where gender issues should be discussed.

We have to prevent duplication of coordination mechanisms

Sector meetings with “Gender” on the agenda (is good, but not enough). Coordination mechanism helps to mainstream in sectors.

Time allocation:

Given the GFPs have other responsibilities for some GFPs 20% time allocation for 'gender' is a rather ambitious estimation.

There should be a formal introduction of 20% time allocation for GFP-tasks in the job description.

Skills:

How can skills be achieved? On-the-job training? Short regional courses? Currently it is unlikely to have budget to undertake these vital activities.

Maybe part of the 3% of NSA under the framework of the call could be used for gender training?

Enhance application bullet 3:

GFP should join already established initiatives on GC Profile - i.e., if there is a Gender Donor Coordination Mechanism, building on what exists as opposed to re-inventing the wheel.

The comments on the draft-Guide for gender focal persons have been taken into consideration for the elaboration of the final guidelines for GFPs, which is included to this report as Annex 4.

Daniela Rofi highlighted that there is a momentum for GFPs to give follow up to this workshop. We are now supported by the global agenda. She informed the big changes that have taken place in the past three years.. In the GFP-workshop of 2007 this 'official' recognition of the GFPs was still a point of discussion. Now 60 delegations have responded to the questionnaire on the position of the GFPs which was send around by Mr. Koos Richelle. The answers to this questionnaire (an overview of which is included in the training manual) show that a lot has changed since then. Daniela introduced Elena Volpi who will take over her tasks at Headquarters.

Elena Volpi expressed to be very lucky to start her new assignment with this workshop and promised to give follow up to it. She will establish communication mechanisms and monitor the process of follow-up, whereas measures will be taken during the year along the line if necessary.

Dominique Delicour closed the session by mentioning the important results that have been achieved during this workshop. She thanked all participants for their inspiring and valuable contributions to this workshop. "Early 2012 we will look at the achievements and difficulties" she said, and wished the participants courage and inspiration in taking up their tasks as GFPs.

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Evaluation of the training

After closure the participants completed an evaluation sheet (See: Annex 3).

In total 35 participants completed the evaluation sheet, 23 women and 10 men (Fig.1). Most of them (27 respondents) considered the duration of the training as right. Four participants considered the training too long and two of them considered the workshop too short. (Fig. 2).

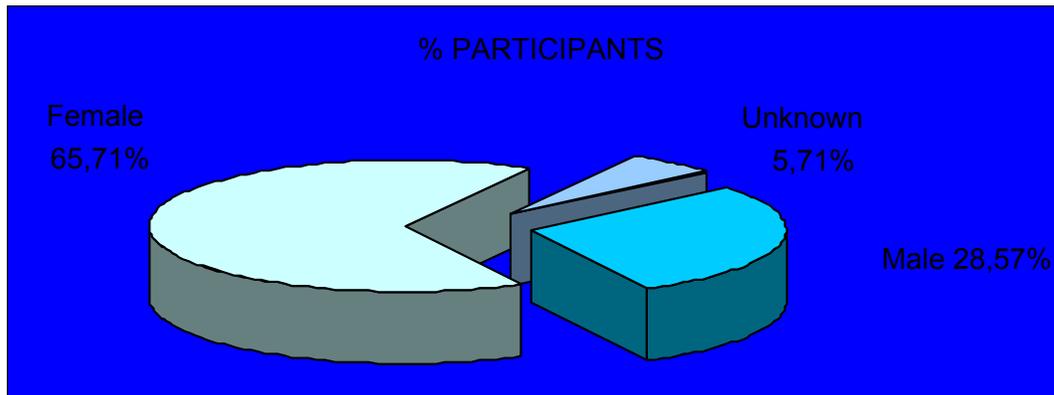


Figure 1: Participants Gender Focal Persons Workshop, Brussels 16-18 June 2010

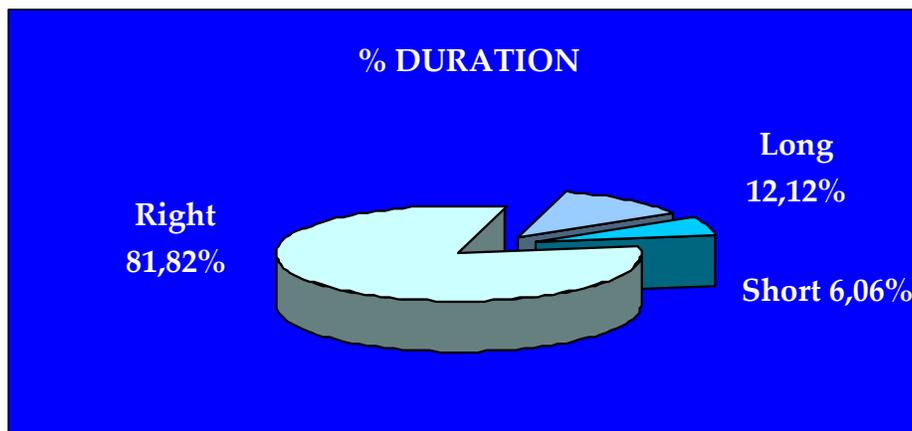


Figure 2: Response of participants regarding duration of the Gender Focal Persons Workshop, Brussels, 16-18 June 2010

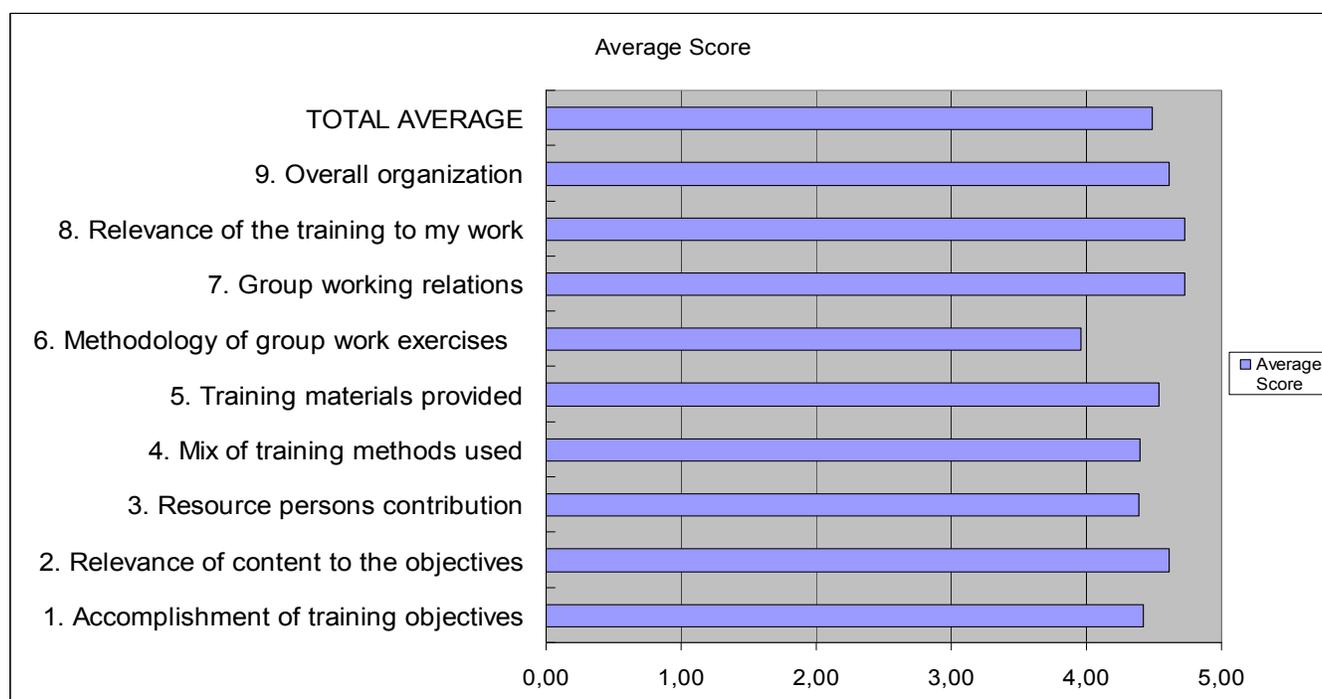
Regarding the content, the achievement of the objectives, the methodology and organisation of the course, most participants were very satisfied. The average score on all evaluation criteria was 4,49 (on a scale of 1 to 5). The highest score was given to both the relevance of the training for the work of the participants and the group working relations (score 4.73).

The following table (Table 1) and its corresponding figures (Fig. 3) show all answers in detail.

Table 1: Evaluation results Gender Focal Persons Workshop, Brussels, 16-18 June 2010

Evaluation Criteria	Very good (5)	Good (4)	Satisfactory (3)	Less than satisfactory (2)	Unsatisfactory (1)	Weighted Average (5-1)
1. Accomplishment of training objectives	11	15	0	0	0	4,42
2. Relevance of content to the objectives	17	8	1	0	0	4,62
3. Trainers contribution	12	12	2	0	0	4,38
4. Mix of training methods used	10	15	0	0	0	4,40
5. Training materials provided	15	10	1	0	0	4,54
6. Methodology of group work exercises	5	16	4	1	0	3,96
7. Group working relations	20	5	1	0	0	4,73
8. Relevance of the training to my work	20	5	1	0	0	4,73
9. Overall organization	16	10	0	0	0	4,62
TOTAL	126	96	10	1	0	4,49

Figure 3: Evaluation results Basic Gender Training (English), Brussels, 14/15 June 2010



Feedback on GFP Workshop

Additionally the participants gave the following feedback on the workshop:

What was good?

- The exchanges between us / To feel the support from HQs / To realize we have a big mission but we are not alone.
- The material relevance and interventions.
- The friendly atmosphere.
- Lots of many interesting things to learn and a different approach to see and evaluate our projects/ New skills (useful ones) acquired and I feel myself better prepared to do my job properly in development.
- The materials prepared were good and adequate for the training. The facilitators and trainers were clear and knowledgeable enough to deliver the desired results.
- The initiative is very well appreciated.
- very good balance between theory and practice
- share of best practices
- relevant material
- good extra training activities (film, lunch...)
- participation of the main stakeholders in HQ (AIDCO, DEV, RELEX).
- Relevance of the content related to the job
- Good and positive group dynamic
- Diversity of experiences-participants and exhaustiveness of the workshop
- Initial gender training before workshop is very useful
- Content, organization, practical exercises, discussions, general environment, networking. GOOD.
- Training content
- Interaction between participants and trainers
- Logistic arrangements
- Networking, practical work, best practices.
- The opportunity to meet together and be 100% focused.
- The methodology ensured adequate interaction and some bounding to take place.
- The presence of so many high level and other important officials to lend authority to the process.
- The efforts to keep good timing (not easy!)
- Synergy between the groups.
- Positive attitude towards trainers
- Possibilities for networking.
- Well definition of overall picture.
- Presentation of network resources was useful.
- Excellent organization. Lots of useful information and discussion.
- Very concrete benefits for our work.
- Excellent atmosphere.
- Excellent working atmosphere: welcoming and friendly and great environment.
- Motivated and dedicated organizer
- A good first step
- Open discussion and sharing on different issues likely to affect GFP and trying to find solutions.
- The mix about theory and practice
- The emphasis on networking and team work
- The presentations of other delegations on what has been done

- The sharing of worst practices
- Experience sharing
- Participation methodology
- Content. Tools available.
- Very good initiative. Very informative. Very lively.
- Great opportunity to get feedback from field colleagues and improving on networking.
- Inspiring workshop.
- Overall objectives of the training were well presented and addressed.
- Roundtable discussion on implications of EU policy commitments on gender at country level was an excellent opportunity for discussion of different services of the COM. Presence of the presidency was very much appreciated and useful to clarify expectations on the Action Plan
- Useful group exercise on clarifying the role of GFPs
- It was very well organized.
- Objectives for each day have been clearly presented at the beginning.
- At the end of each day brainstorming was proposed to sum-up deliverables.
- Case-studies were properly provided. Participants were able to make their own presentations and share best and specific experiences
- The tools provided.
- The exchanges between GFP and relations that this has generated
- This workshop has given me the opportunity to have the elements needed to implement a gender programme at Delegation level and a guide for the gender actions and how to create and integrate in a gender coordination at different levels
- The whole organization of the Workshop and the items developed during this workshop
- To know other colleagues with the same problems and to be able to think and hear some creative answers
- To make clear GFPs links with HQs – what is expected to be done by GFPs, in particular related to priorities in GAP

What could be improved?

- To make sure each working group activities is really giving a plus.... If not, then it's sometimes better to use this time for discussion and exchange about a specific topic
- The time management: although many group works were envisaged, less time was given to presentations and questions and debates after presentations. We wanted to learn more on how much our contribution in the group was relevant and proper.
- Too many concepts to learn in just few time. I think is a good idea not just o give us the material in advance but maybe and online training in order to have an audience better prepared to integrate the concepts faster.
- More working groups based on regional aspects instead of a random constitution of the groups. But, importance of keeping some exercises “worldwide” to know each other better.
- Clarification of roles/responsibilities between Delegations and OPS section in DEL regarding human rights issues and gender
- Mapping (studying of GFP profiles in Delegations)
- 28 Delegations sent GFP to the workshop ... satisfying coverage?
- Next GFP Workshop should be at Delegation
- Too much material for the time available.
- Perhaps introduction of women’s organizations OECD, etc. a hand out would be specific.
- More time for feedback on exercises.

- Time management maybe
- The description of the different policy documents and their implications on our work could be more practical and less “longue de bois”.
- Presentations of country experience should be filtered- rather than describing projects working groups should discuss relevant issues arising from gender equality (sustainability, cohesion with overall Delegations’ initiatives, policy dialogue and project dialogue)
- Be less ambitious: try to achieve less, but focused.
- Follow up with training on how to use toolkit.
- Have workshops on how to ensure that experience from implementation can influence future programming to have lasting impact of COM development cooperation
- Encouraging all GFP to keep the fire burning by keeping active geographical regional networks
- It may be difficult to achieve that there is a need to balance the amount of information acquired. With time, the GFP workshop will attain the right pace but I felt that we had ‘concentrated’ info that my need to be diluted in order to reach maximum internalization of the concepts presented
- Time management. Better use of time.
- More time for skills practice.
- Sustaining the momentum. Keep the sharing ongoing. Strengthen the networks.
- There might be too much on the agenda. Feeling that we tend to rush all the time and that we can’t conclude, draw recommendations from some of the sessions
- Hopefully by next year DG ECHO will have a gender policy. This might be good to present it to the Gender Focal Points from delegations
- Presentation on EIDHR + discussion could have been much more focused on gender issues. Wasted too much time to discuss issues on EIDHR which are well outside the scope of the Workshop
- The interrelationship between different EU Gender policy commitments could have been better explained.
- Training materials could be more structured and all basic documents to be provided in e-form.
- Nothing for the moment. Maybe with the experience I will get and the exchanges with colleagues some things may arise.
- Nothing.
- I found some group exercises too much. Maybe it would be better to cut some that could diminish the concentration of the group.
- Participation should be volunteer and not compulsory. I felt stressed sometimes by the facilitators pushing us to participate.

Annexes

Annex 1: Programme of the training

DAY 1	
FROM POLICY TO PRACTICE: What are the main EU gender policy commitments and how to translate these into practice at country level?	
08:30 - 09:00	Arrival and Participants registration
09:00 – 09:20	Opening and welcome Francesca MOSCA (Director AIDCO/E-Quality of Operations)
09:20 - 09:45	Objectives of the Workshop Dominique DELLICOUR (Head of Unit AIDCO/E4)
09:45 - 10:30	Introduction of participants Lenni GEORGE
10:30-11:00	Coffee Break
11:00 -12:00	Main EU Gender Policy commitments Thera VAN OSCH (team leader EU Gender Advisory Services)
12:00-13:00	Round table on Implications at the country level of EU Policy on Gender Equality and Women's empowerment in Development Cooperation and External action: Representative of the Spanish Presidency (to be confirmed) Jean- Claude BOIDIN (Head of Unit, DEV/B3) Charles -Michel GEURTS (Deputy Head of Unit RELEX/B1) Dominique DELLICOUR , Chair
13:00-14:30	Picture and Meet and Greet Lunch at Restaurant Vespa Caffè
14:30-15:45	Work in sub-groups on the implementation of the EU gender policy commitments at country level: What is the role of the GFPs?
15:45-16:00	Coffee Break
16:00-17:00	Plenary: Presentation of results of sub-groups Lenni GEORGE
17:00-17:30	How EU funding and policy dialogue has contributed to the gender equality agenda in Turkey Zeynep AYDEMIR KOYUNCU (EU Delegation Turkey)
17.30-17:40	Wrapping up and closure of the day Lenni GEORGE

DAY 2 INSTRUMENTS, TOOLS AND ENTRY POINTS: What can GFPs do to promote gender equality in EU Development Cooperation?	
SHARING GOOD PRACTICES	
09:00-10:30	Instruments, tools and entry points for promoting gender equality in EU Development Cooperation with questions and answers Daniela ROFI, Cristina SORIANI and Sara SIGHINOLFI
10:30- 10:45	Short instruction for groups work Lenni GEORGE
10:45-11:15	Coffee Break
11:15-13:00	What can the GFPs do? Work in sub-groups on: <ul style="list-style-type: none"> - How to use tools to enhance gender equality in development cooperation? - How to support colleagues in applying the tools for implementing EU Commitments on Gender and Development? Plenary: Presentation of the results of the subgroups
13:30-14:30	Lunch
14.30- 15.30	Experience sharing Gender Coordination Mechanism at country level Birgit VLEUGELS (GFP EU-Delegation Guatemala) Gender Working Groups (GEWOG) between EU & Member States Roula ABBAS (GFP EU-Delegation Beirut)
15:30- 16:00	Plenary: Discussion on multiplying good practices, obstacles & strategies Lenni GEORGE
16.00-16.30	Coffee Break
16:30-17:30	How can GFPs benefit from gender work of the OECD Development Centre? Karen BARNES (OECD Development Centre - Gender Project Coordinator)
17:30- 17:40	Wrapping up and closure of the day Lenni GEORGE
20:00	DINNER at your expense in Brussels: Restaurant Kokob, Rue des Grands Carmes, 10 – Bruxelles

DAY 3	
NETWORKING: How can GFPs be connected to the EU and Global Agenda and Networks?	
09:00-09:45	Mapping my networks and access to information Lenni GEORGE
09:45-10:15	Networks and Resources Daniela ROFI, Victoria CORREA, Davide ZARU
10:15-10:30	Regional GFP network in Latin America Birgit VLEUGELS
10:30-11:30	Connecting with EU and Global Networks European Women’s Lobby Cécile GRÉBOVAL WIDE Patricia MUÑOZ VAWIC ² Maaïke VAN MIN
11:30-11:45	Coffee Break
11:45-13:00	Lenni GEORGE: Experience Sharing: <ul style="list-style-type: none"> - Best replicable practice of gender related project in Cambodia Noeun BOU (GFP EU-Delegation Cambodia) - Best Replicable Practice of working with Government and UN to empower girls Claudia SASSI (GFP EU-Delegation Bangladesh) - Sharing best replicable experience on ‘Gender in conflict situation’ Sayson Rosette MEYA (GFP EU-Delegation of Uganda) - Best replicable practice of working with UN on Women’s and Children’s Rights Sergey POLYUK (GFP EU-Delegation Ukraine)
13:00-14:30	Lunch at the Info-point: Presentation of short films by Palestinian Women Filmmakers Marina JUAN OLIVA (GFP Office of the EU Representative to the West Bank, Gaza Strip and UNRWA)
14:30-16:00	Presentation and discussion on GFP Guide : An Action Plan for GFPs Antoinette GOSSES and Daniela ROFI
16:00-16:15	Evaluation-sheets
16:15-16:45	Conclusions. Dominique DELLICOUR

² Group of organisations working together on Violence Against Women and Girls in Conflict (VAWIC)

Annex 2: List of Participants

**List of Participants of the Gender Focal Person Workshop on
*“Playing an active role: How best can GFPs promote gender equality in EU
 development cooperation?”*
 Brussels, Belgium, 16-18 June 2010**

Nr	Name	Organization	Attendance		
			16 June	17 June	18 June
1	Roula ABBAS	EU DELEGATION BEYROUTH	Yes	Yes	Yes
2	Corine ANDRE	DG AIDCO E4	No	No	No
3	Severine ARNAL	EU DELEGATION PRAIA	No	No	No
4	Elena ASCIUTTI	EU DELEGATION DAMAS	No	No	No
5	Zeynep AYDEMIR	EU DELEGATION ANKARA	Yes	Yes	Yes
6	Noeun BOU	EU DELEGATION PHNOM- PENH	Yes	Yes	Yes
7	Victoria CORREA	DG DEV B3	Yes	No	Yes
8	Manfred FERNHOLZ	EU DELEGATION YEMEN	Yes	Yes	Yes
9	Elena GETINO CANSECO	EU DELEGATION MANAGUA	Yes	Yes	Yes
10	Melba HERNANDEZ	EU DELEGATION TEGUCIGALPA	Yes	Yes	Yes
11	Yvan HILDEBRAND	EU DELEGATION KABOUL	Yes	Yes	Yes
12	Haoua IDI	EU DELEGATION NIAMEY	Yes	Yes	Yes
13	Marina JUAN OLIVA	EU DELEGATION JERUSALEM EST	Yes	Yes	Yes
14	Titus KATEMBU	EU DELEGATION NAIROBI	Yes	Yes	Yes
15	Mugeni KAYITENKORE	EU DELEGATION KIGALI	Yes	Yes	Yes
16	Enora MARENNE	EU DELEGATION KATHMANDOU	Yes	Yes	Yes
17	Rosette MEYA	EU DELEGATION KAMPALA	Yes	Yes	Yes
18	Sophie MONSEUR	EU DELEGATION BURUNDI	Yes	Yes	Yes
19	Boitshoko NYATSHANE	EU DELEGATION GABORONE	Yes	Yes	Yes

20	Francesca PAVARINI	EU DELEGATION ADDIS ABABA	No	No	No
21	Patricia PENNETIER	EU DELEGATION AMMAN	Yes	Yes	Yes
22	Sergey POLYUK	EU DELEGATION KIEV	Yes	Yes	Yes
23	Juliette RUBENSTEIN	EU DELEGATION ANTANANARIVO	No	No	No
24	Claudia SASSI	EU DELEGATION DACCA	Yes	Yes	Yes
25	Simone SEPER	EU DELEGATION ASMARA	Yes	Yes	Yes
26	Gisela SPREITZHOFER	EU DELEGATION ISLAMABAD	Yes	Yes	Yes
27	Yvonne Fabienne TITI	EU DELEGATION YAOUNDE	Yes	Yes	Yes
28	Josick VAN DROMME	DG AIDCO F3	No	No	No
29	Birgit VLEUGELS	EU DELEGATION GUATEMALA CITY	Yes	Yes	Yes
30	Elena VOLPI	DG AIDCO E4	Yes	Yes	Yes
31	Joan WEITZEN AMIR	EU DELEGATION TEL AVIV	Yes	Yes	Yes
32	Linda WILLIAMS	EU DELEGATION FREETOWN	Yes	Yes	Yes
33	Magdalena ZELAZNY- STOKLOSA	DG ELARG DGA A3	No	No	No
34	Lise-Marie LEQUERE	DG ECHO	Yes	Yes	Yes
35	Andre DEBONGNIE	DG AIDCO E4	Yes	Yes	Yes
36	Sara SIGHNOLFI	DG AIDCO E4	Yes	Yes	Yes
37	Luis PORRO	DG AIDCO F2	No	Yes	No
38	Lamia MELEGUI	DG AIDCO G1	Yes	Yes	Yes
39	Christoferos KORAKAS	DG AIDCO G1	Yes	No	No

Resource Persons					
Nr	Name	Organization	Attendance		
			16 June	17 June	18 June
1	Francesca MOSCA	DIRECTOR DG AIDCO E	Yes	No	No
2	Dominique DELLICOUR	HEAD OF UNIT DG AICO E4	Yes	Yes	Yes
3	Jean Claude BOIDIN	HEAD OF UNIT DG DVE B3	Yes	No	No
4	Jean Jacques GEURTZ	DG RELEX B1	Yes	No	No
5	Daniela ROFI	DG AIDCO E4	Yes	Yes	Yes
6	Victoria CORREA	DG DEV B3	Yes	No	Yes
7	Davide ZARU	DG RELEX B1	No	No	Yes
8	Lenni GEORGE	WORKSHOP FACILITATOR DEV-ALCHEMIST	Yes	Yes	Yes
9	Antoinette GOSSES	INDEPENDENT CONSULTANT	Yes	Yes	Yes
10	Thera van OSCH	GENDER ADVISORY SERVICES	Yes	Yes	Yes
11	Claire LELOUP	GENDER ADVISORY SERVICES	Yes	Yes	Yes
12	Ramon SAN MARTIN	LOGISTIC SUPPORT GAS	Yes	Yes	Yes
13	Patricia MUÑOZ	WOMEN IN DEVELOPMENT EUROPE	No	No	Yes
14	Maaïke VAN MIN	VAWIC	No	No	Yes
15	Cecile GREBOVAL	EUROPEAN WOMEN'S LOBBY	No	No	Yes

Annex 3: Gender Equality and Women's Empowerment in Development - EU Plan of Action 2010-2015

ACTIONS THAT REFER EXCLUSIVELY TO DELEGATIONS DIRECTLY

Specific Objective	Actions	Indicators	Timetable
1. Strengthen the lead role of the EU in promoting GEWE in development	A.1.3 Define EU lead donors at partner country-level on gender equality for a given period.	1.3.1 An EU donor is appointed as gender lead donor in each partner country for the period 2010-2015 and 3 Member States are associated to joint work on gender (functions of lead donor to be determined case-by-case).	In 2010
3. Place gender equality issues systematically on the agenda of dialogue with partner countries	A.3.2 Establish specific mechanisms that ensure that gender issues are dealt with in the political and policy dialogue with partner countries	1.3.2.1 By 2013, 50% of agendas for local political dialogue with partner countries shall include gender equality as a topic.	Starting in 2011
		1.3.2.2 Starting 2011, EU HOMs shall prepare an annual report on development of political dialogue with corresponding partner country authorities in gender issues.	Starting in 2011
	A.3.3 Gender Coordination mechanism/group (GCS) exists at partner country-level (open to all donors and stakeholders) to enhance gender equality in the aid effectiveness agenda.	1.3.3.1 By 2011 EU encourages the creation of GCS where they do not already exist.	By 2011
		1.3.3.2 By 2012 EU participates in all existing GCS in developing countries to discuss the implementation of gender mainstreaming in	By 2012

		national policies, the improvement of economic and political empowerment, land and property rights, and how to encourage men to participate in GEWE activities.	
	A.3.4 Ensure that annual country reviews include an assessment of gender equality and that Country Strategy Papers and National Indicative Programmes are gender mainstreamed.	I.3.4.1 By 2013 at least 80% of all annual reviews include a gender	By 2013
		I.3.4.2 By 2015 all annual country programme reviews include a gender analysis	By 2015
		I.3.4.3 Next generation CSPs and NIPs have a gender country profile and gender is mainstreamed. At least 50% identify gender equality - related specific actions	
4. Ensure that gender equality is mainstreamed in EU funded projects and that general budget support and sector support programmes (SWAPs) use sex-disaggregated indicators and include at least one gender equality performance indicator where relevant	A.4.1 Ensure that EU donors in country examine the gender responsiveness of the existing general budget support agreements and SWAPs.	I.4.1.3 By 2015 all financing proposals for sector support programmes include gender-sensitive indicators.	From 2013 onwards
	A.4.2 Include gender equality issues in the permanent dialogue on sector and macro-economic policies.	I.4.2.2 By 2011 gender equality issues feature on the agenda of sector/macro policy	By 2011

		dialogue where relevant; elsewhere, they are discussed at regular EU meetings.	
	A.4.3 Continue to make sure that the analysis and integration of gender equality in development programmes is one of the requirements for projects design and implementation.	I.4.3.1 By 2013 all development projects are screened against their gender sensitiveness (quality insurance mechanisms).	By 2013
	A.4.4 Assess gender mainstreaming EC/EU development cooperation supported interventions.	I.4.4 By 2013 at least 75% of all new proposals score G-2 (gender as a principle objective), or G-1 (gender as a significant objective).	By 2013
5. Prioritise in-country Non-State Actors' (NSAs) participation and capacity building and advocacy on GEWE	A.5.1 Promote NSAs participation in EC and MS development interventions.	I.5.1.1 By 2013 Gender is regularly on the agenda in EU annual dialogues (gender policy forum) with civil society in each country.	By 2013
		I.5.1.2 By 2013, an annual report on gender equality dialogue is included in joint annual reports on development cooperation.	By 2013
6. Improve the EU monitoring, accountability and transparency on allocation of funds for GEWE	A.6.2 Apply systematically the Gender Equality Policy Marker of the OECD (G-marker).	I.6.2.1 By 2015, the G-marker is applied for at least 80% of all EU projects and annually reported to OECD-DAC.	By 2015
7. Strengthen EU support to partner countries in their efforts to achieve MDGs, in particular MDG 3 and MDG	A.7.2 Include gender equality issues in the dialogue and interventions on Food Security, Education, Health, and Climate Change	I.7.2.1 The EU supported interventions on all thematic programmes on Food Security, Education, Health and Climate Change include gender-sensitive indicators.	Every year

	A.7.3 Include gender equality issues in the dialogue and interventions on economic policy and increase support to women's economic (incl. vocational training and employment policy) and political empowerment.	I.7.3.2 By 2012 gender-sensitive qualitative indicators are used to ensure that the gender dimension is taken into account in the EU approach and interventions in Private Sector Development (at macro, meso and micro levels).	By 2012
	A.7.4 Increase support and expertise in health, addressing maternal mortality and universal access to reproductive health.	I.7.4.1 By 2012 guidelines are adopted and used at country level for policy dialogue on maternal mortality and universal access to reproductive health as part of the planned overall guidelines for policy dialogue on national health strategies.	By 2012
8. Strengthen EU support to partner countries in combating gender-based violence and all forms of discriminations against women and girls	A.8.1 Offer an ad hoc online course for EU HOMs and Delegations' and MS' staff on how to implement the EU guidelines on Violence Against Women, and Girls and Combating all Forms of Discrimination against them, from the perspective of external assistance.	I.8.1.1 By 2011 at least 50% of the EU Delegations introduce specific measures on the role of external assistance and development co-operation in their local strategies for the implementation of the EU Guidelines on Violence against Women and Girls and Combating All Forms of Discrimination against them.	By 2011
		I.8.1.2 By 2015 80% of the EU Delegations introduce specific measures on the role of external assistance and development co-operation in their local strategies for	By 2015

		the implementation of the EU Guidelines on Violence against Women and Girls and Combating All Forms of Discrimination against them.	
	A.8.3 Systematically involve women's rights networks and organisations in consultations on the launch of local call for proposals in the area of human rights.	I.8.2-8.3.1 The thematic programmes and instruments (European Instrument for Democracy and Human Rights, Investing in People etc) will support NSAs to implement the EU Guidelines on Violence against Women and Girls and Combating All Forms of Discrimination against them.	From 2010
9. Support partner countries in fully implementing UNSCR 1325 and 1820, 1888 and 1889	A.9.1 Operationalize the EU comprehensive approach on implementing UNSCR 1325 and 1820 on Women, Peace and Security from the perspective of development cooperation and other external assistance.	I.9.1 By 2013 at least 60% of EU Delegations in fragile, conflict or post-conflict countries develop a strategy to implement the EU Comprehensive approach from the perspective of the sectors they are involved in and development co-operation.	By 2013
	A.9.2 Support capacity building on the implementation of UNSCR 1325 and 1820, as well as 1888 and 1889 in fragile, conflict or post-conflict countries.	I.9.2 Continuous EU support for capacity building on SCR 1325 and 1820 in fragile states increases annually. This level of support will be annually monitored and reported on.	From 2010

ANNEX 4: GUIDE FOR GENDER FOCAL PERSONS

This Guide is the outcome of the Participative Workshop of Gender Focal Persons held in Brussels from 16-18 June 2010

The objectives of this guide are

1. Present the GFPs plan of actions
2. Define the profile of GFPs in EU Delegations

1. GFPs plan of actions for 2010-2011

What to do?	Which tools to use?	When?
<p>Information and dissemination</p> <ul style="list-style-type: none"> • Inform and engage 1/ hierarchy, colleagues, 2/EU member states, other donors, 3/partner country stakeholders (NAO, Lines Ministries, CSOs etc...) of the adoption by the Council of the EU Plan of Action on Gender Equality and Women's Empowerment (GAP) (2010-2015) and its implications at country level • Discussion within the Delegation on ways to implement and follow up commitments of the Gender Action Plan • Disseminate within the Delegation gender news provided by HQ and other sources • Disseminate information on gender training opportunities 	<p>EU Gender Commitments on Gender and PPT on the Gender Action Plan³</p> <ul style="list-style-type: none"> - Council conclusions and the GAP and related press release⁴ - flyer and posters⁵ -Newsletter Gender and Development⁶ - Support at HQ: AIDCO E4, DG DEV B3 and RELEX B1 	<p>Staff meetings; HOMs meetings; Political & policy dialogues; Specific events</p>
<p>Enhance application of gender tools</p> <ul style="list-style-type: none"> • Provide colleagues with explanation and information on how to apply the Gender equality screening lists (GESCI and GESCF) which are compulsory since 2010 in the project approach. • Provide colleagues with explanation and information on how to properly use the gender equality policy marker (G-Marker) • Undertake preliminary work aimed at preparing the gender country profile (GCP) for next CSPs by 	<ul style="list-style-type: none"> - GESCI and GESCF⁷ - G-marker Tool⁸ - Generic ToR for Gender Country Profile to be developed by HQ 	<p>Identification and formulation of projects; Preparatory phase for the next CSPs</p>

³ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/training_en.htm

⁴ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/eu_dimension_en.htm

⁵ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/library_en.htm

⁶ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/library_en.htm

making an inventory of existing gender profiles and data and resources available		
<p>Capacity development</p> <ul style="list-style-type: none"> • Raise awareness on existing tools for non gender sensitive sectors, e.g. for Security Sector Reform, Transport. Also it is good to ask advise from resource persons at HQ or from GFP colleagues who happen to have expertise in any of these sectors. • Sharing best practices and worst practices • Disseminate information on gender training opportunities 	<ul style="list-style-type: none"> - EC Toolkit on Mainstreaming Gender Equality in Development Cooperation⁹ - SSR gender tools¹⁰ - Newsletter on Gender and Development+ Gender News from HQ 	<p>Identification and formulation of projects; Preparation of the Training Map; Exchange amongst GFPs</p>
<p>Networking</p> <ul style="list-style-type: none"> • Develop (sub) networks to exchange experiences amongst GFP's • Maintain contact with HQ, CSO's, women groups, European and global networks 	<ul style="list-style-type: none"> - directory of GFPs¹¹ - Involve Regional organisations and NGO's 	
<p>Gender Coordination Mechanism</p> <ul style="list-style-type: none"> • Join existing or explore opportunities to set up new gender coordination mechanism at country level • Map EU and other donor's programs on gender to identify most appropriate lead at country level 	<ul style="list-style-type: none"> - EC/UN Partnership on Gender Equality for Development and Peace¹² - Report on the GFPs Workshop-June 2010¹³ 	
<p>Mobilising existing funds</p> <p>Include a Gender Analysis in existing projects and programmes through the correct use of GESCI and GESCF</p> <ul style="list-style-type: none"> • Explore opportunities to use 3% allocation for support measures for capacity building on gender issues • Advocate for the use of NSA or EIDHR envelop to sustain projects on GEWE 	<ul style="list-style-type: none"> - GESCI and GESCF - EC Toolkit on Mainstreaming Gender Equality in Development Cooperation 	<p>Identification and formulation of projects; Launching calls for proposals</p>

2. PROFILE OF a GFP

To effectively contribute to the implementation of the EU Action Plan on Gender Equality and Women's Empowerment, the GFP need to have appropriate skills and his/her functions need to be in line with the expected result. This description of the profile and functions

⁷http://www.cc.cec/dgintranet/europeaid/activities/quality_support_groups/tools/identification_fiches_en.htm

⁸ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/keytools_guidelines_en.htm

⁹http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/keytools_guidelines_en.htm

¹⁰ http://www.dcaf.ch/gender-security-sector-reform/_index.cfm?navsub1=37&navsub2=1&nav1=3

¹¹ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/thematic_network_en.htm

¹² http://www.gendermatters.eu/images/stories/INFO%20PACK/ghana_flyer.pdf

¹³ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/training_en.htm

of GFPs builds upon on the instructions given by the Director General of AIDCO, Koos Richelle, with letters to HODs in 2008 and 2010¹⁴.

GFP-Profile:

- A Gender Focal Person is a staff member who is responsible for facilitating the promotion of women's empowerment and gender equality issues in the activities of the Delegation/Unit/Directorate
- The Gender Focal Person can be a male or a female staff member. Care should be taken not to automatically assign this task to female staff members.
- The time devoted by the Gender Focal Person to this function is duly reflected in the latter's job description and objectives and the assignment is included in the official's staff performance appraisal report.

Description of Functions of a GFP:

The Gender Focal Person has the **mandate** to assume the following functions:

- Contribute in **identifying partner organisations** representing women's interests related to the different technical areas of interest. Solicit **gender-balanced** participation of the experts deployed for the activities funded by the EU
- Collect relevant **information, documentation**, good practices, in collaboration with the Gender Network
- Disseminate (design) **gender-sensitive project materials** and/or assist colleagues in the delegation to gender-screen existing projects (to eliminate stereotypes, introduce gender analysis elements where necessary, add gender-balanced information)
- Provide **briefing/training the staff** to update information and knowledge on gender equality issues
- Contribute that women and gender issues are correctly taken into account in **strategy design, programming and implementing** for overall Unit/Directorate/Delegation's activities
- Liaise with and **maintain an effective network** with other Gender Focal Persons at the EC and with the Gender network of the RELEX Family to share experiences, to exchange and to provide mutual support.

Skills and knowledge needed by a GFP:

To perform their functions, GFPs will need to develop the following skills and knowledge:

- Knowledge of the main EU policy commitments on gender equality and women's empowerment
- Skills to read and interpret these policy documents and identify the policy basis and resources available for gender equality action

¹⁴ http://www.cc.cec/dgintranet/europeaid/activities/thematic/e4/gender/thematic_network_en.htm

- Knowledge on the gender equality situation in the geographical area of competence; be informed on the international and national policies applicable in the area; be informed on the structures (national, international, donor coordination) that exist in the area on gender equality
- Skills to apply EU tools (toolkit and briefing notes) and strategies for gender mainstreaming and women's empowerment;
- Ability to enhance the visibility of and actively advertise for gender equality
- Skills to identify gender based discrimination and be able to explain this to others
- Knowledge on the organisation and the critical allies within the organization that can provide support for gender mainstreaming

Gender Focal Persons should be given the opportunity to follow relevant training. They should also have access to knowledge, know-how and information needed to fulfil their role.

Time allocation

The GFP is not a full-time position; persons appointed as GFPs normally also have other areas of responsibility. The supervisor should agree with the GFP on the time to be dedicated to gender work. This should be included in the job description and taken into consideration with the performance evaluation.

The tasks related to the GFP and the corresponding time required to implement these tasks should be described in his/her official assignment. This time allocation may differ per situation, as each delegation has its specific priorities, but is estimated to be at least 20% of his/her working time.

Core-value of a GFP

The gender focal person should have personal commitment to gender equality. Previous consultation with the candidate for the GFP-function is necessary in order to verify the feasibility of the assignment, the capacity of the person or the needs to perform the GFP role.

Performance- evaluation of a GFP:

The functions and tasks in the job-description and objectives of the GFP will be included in the official performance evaluation practices.

Annex 5: Training Evaluation Sheet



EUROPEAN COMMISSION – EuropeAid Co-operation Office
EU Gender Advisory Services 2010

Training Evaluation Sheet

Please take time to provide us with feedback on the delivery of this training course. First give a rating (very good to unsatisfactory) for each of the 9 criteria listed in the table below (tick the appropriate box). Then provide additional narrative comments on the back of this sheet.

Gender Focal Persons Workshops:

What can GFPs do to promote Gender Equality in EU Development Cooperation?

Result Area: A.2 – GFP Workshop	Language of training: English
Venue: Brussels, 54 rue Joseph-II, room 01/01	Dates: 16 - 18 June 2010

I) Rapid assessment

Evaluation criteria	5 Very good	4 Good	3 Satisfactory	2 Less than satisfactory	1 Unsatisfactory
1. Accomplishment of training objectives					
2. Relevance of contents to the objectives					
3. Trainers' Contribution					
4. Mix of training methods used					
5. Training materials provided					
6. Methodology of group work exercises					
7. Group working relations					
8. Relevance of the training to my work					
9. Overall organisation					

II) Detailed comments

What was good?

What could be improved?

Do you think the duration of the Course was? *(Tick the appropriate case)*

About right:

 Yes

Too long:

 Yes

Too short:

 Yes

Reasons (if any):

Gender: Male

Female

THANK YOU!