



**Economic Commission for Africa
African Centre for Gender and Development**

**ECA/ACGD/MEP/2002/5
February 2002**

**Monitoring and Evaluation Programme of the African Plan of
Action to accelerate the Implementation of the Dakar and
Beijing Platforms for Action
2000-2004**

**Capacity Building for the Implementation of the
Monitoring and Evaluation Programme**

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**Capacity Building for the Implementation of the
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Capacity Building for the Implementation of the Programme

I. Context

The Capacity Building Component constitutes one of the 3 components of the Monitoring and Evaluation Programme that is centred around the implementation of the African Plan of Action to accelerate the implementation of the Dakar and Beijing Platforms for Action. It is planned to prepare and facilitate the implementation of the Monitoring and Evaluation Programme within the framework of the regional and global preparations for the Beijing + 10 review meetings in 2004 and 2005. The other components include the Monitoring and Evaluation Tool at the National Level, the Monitoring and Evaluation Tool at the Regional and Sub-Regional Levels, Impact Evaluation Tool of gender mainstreaming on the status of women, and the Operational Mechanism for Monitoring and Evaluating the Implementation of the African Plan of Action.

Participating institutions at the national level

Given the specific resource constraints of time, finances and human power, only 6 strategic ministries, namely, finance, planning, agriculture, trade and industry, health and ministries in charge of gender, within 21 Member States, will be targeted. The choice of these ministries is strategic because, given their specific mandates, their acceptance to integrate gender internally would have a multiplier effect both on other ministries and on women in general. The ministries of finance and planning, for example are critical to the success or failure of mainstreaming gender in government policies, plans and programmes given their influence on national and sectoral planning as well as resource distribution; the ministry of agriculture, on the other hand is where the majority of women's economic activities are concentrated, yet they are virtually invisible, their labour unaccounted for, and rarely benefit from support services; the ministries of trade and industry rarely reach out to include women as factors of production; the ministry of health has the important gender issue to tackle considering that the HIV/AIDS pandemic is affecting women disproportionately; and the ministry in charge of gender is central to the co-ordination and advocacy for gender mainstreaming in all the sectors.

Some technical non-government organizations who are heavily involved in development work will also be invited to participate in the Monitoring and Evaluation Programme considering that both women and men are the intended targets of their work as actors and beneficiaries. It is therefore critical that they too adopt the gender approach as a strategy for ensuring that their efforts have the intended impact on the intended beneficiaries. The participating NGOs will be selected and coordinated by the national coordinating NGO with the assistance of the participating ministries.

Participating institutions at the subregional and regional levels

The Regional Economic Communities (RECs) at the subregional level and the African Union (former OAU), African Development Bank (ADB) and the Economic Commission for Africa (ECA) will participate in the Monitoring and Evaluation Programme. Each of the structures in charge of gender within these institutions will appoint a Monitoring and Evaluation Officer (IM&EO) who will be directly responsible for the monitoring and evaluation activities.

Time frame

The Monitoring and Evaluation Programme will be launched in 2002 with the implementation of the Capacity Building Component. In terms of time sequence, the Capacity Building Component will

comprise two parts: the Capacity Building Workshops that will be followed by Support to the Monitoring and Evaluation Process. The Workshops will be conducted from mid-April to June 2002. Thereafter, the Monitoring and Evaluation Process will start with the planning and implementation of the monitoring and evaluation activities that will continue through 2003. Annual monitoring and evaluation reports will be produced and submitted to the relevant bodies. The year 2004 will be devoted to analysis of information and data and compiling of reports on the state of implementation of the African Plan of Action and its impact on the status of women, that will be discussed at the Regional High Level Consultative Meeting to review the implementation of the Dakar and Beijing Platforms for Action in November 2004.

II. Capacity Building Workshops

(a) Objectives

The specific objectives of the Capacity Building Workshops are :

- To ensure that the participants have a thorough understanding of the Monitoring and Evaluation Tools, how to use them, how to interpret the information collected through them, and how the information collected should be synthesized into national reports each year.
- To ensure that participants understand the operational mechanism whereby the monitoring and evaluation programme will be implemented
- To discuss the resource implications of the M and E Programme

(b) Participants

The Capacity Building Workshops are primarily aimed at those actors who have the major responsibility not only for monitoring various elements of the Plan but are also responsible for coordinating the monitoring and evaluation process from the beginning to the end. At the national level, these include the *National Monitoring and Evaluation Officers (NM&EO)* in the ministries in charge of gender and women's issues, the *Sectoral Monitoring and Evaluation Officers (SM&EO)* from the participating sectoral ministries of planning, finance, agriculture, trade and industry and health, as well as representatives from *national coordinating non-government organizations (Coordinating NGO)* who will be responsible for coordinating information-gathering in participating NGOs. Each of the 21 countries will have 7 Monitoring and Evaluation Officers participating in the training workshops. The ECA Subregional Development Centres will also send their Monitoring and Evaluation Officers to participate in the workshops within their subregion.

The Institutional Monitoring and Evaluation Officers from the RECs, the African Union, and ADB, will also participate in a Capacity Building Workshop that will be organized for them.

(c) Organization of the Workshops

The Workshops will be conducted at the level of each of the 5 ECA subregions, in collaboration with the ECA Subregional Development Centres. Selected training institutions will collaborate with the African Centre for Gender and Development (ACGD) in the Capacity Building Workshops.

Each Workshop will be conducted mono-lingually, either in English or in French, and will last 5 days. Since each country will have 7 participants at the workshops, a total of 147 participants will be trained. Out of these, 77 will be trained in French while 70 will be trained in English. The size of the Workshops will be limited to approximately 25 participants.

For participants at the Sub-regional and Regional Levels, a training Workshop will be organized in November 2002.

(d) The contents of the Workshops

(1). Understanding the Tools for Monitoring and Evaluation

The Capacity Building Workshops will address the notions of monitoring and evaluation so that participants are able to clearly understand how the two processes reinforce each other and where they are different.

The participants will need to understand all the components of the Monitoring and Evaluation Tools, the different areas they are focusing on and the objectives behind the information they are seeking. They will need to be familiar with the techniques for using the Tools as well as how to interpret the information gathered.

(2) Understanding the Monitoring and Evaluation Process

The Workshops will clarify the scope and the levels to be covered by the monitoring and evaluation programme. At the national level, it will be unrealistic to expect monitoring of all areas within the sectoral ministries. Monitoring activities will be carried out not only at the level of the headquarters but also at the provincial and local levels. NGOs that are considered critical to the implementation of the African Plan of Action will also be part of the process.

The double role of the NM&EO in monitoring and evaluating the implementation of the national gender policy within the ministry in charge of gender, the national coordinating mechanism and the accountability mechanisms, and then coordinating the monitoring and evaluation process in the sectoral ministries will need to be clearly delineated. The mechanics of its implementation will also have to be clearly understood. The co-ordination role includes the timely collection of sectoral reports including those from NGOs in order to synthesize them into annual national monitoring reports. Similarly, the monitoring and evaluation role of the SM&EO will be clearly explained including the specific areas of focus and how to determine when data and information collection at the provincial and local levels is indicated.

The importance of formulating plans of action which outline what has to be done within a well articulated time frame will also have to be addressed by the capacity building exercise. It is the plans of action that will guide monitoring and evaluation activities and indicate where adjustments in terms of timing, strategies etc are required.

Monitoring and evaluation at the subregional and regional levels should be discussed around the existence of gender policy frameworks within the institutions, the establishment of the necessary institutional mechanisms to facilitate their implementation and the adequacy of their capacity building programmes towards this end.

III. Support to the Monitoring and Evaluation Process

Once the training Workshops are completed and the implementation of the M&E Programme is actually launched in the field, a Follow-up Team which will be constituted by representatives from ACGD, SRDC and the Training Institutions will visit selected countries to follow up on the implementation process. The Team will ensure that the implementation process is on course and will also provide technical advice as needed.

IV. Partnerships in Capacity Building

On the basis of what has been outlined above, partners are invited to select the areas that they would like to support in the implementation of the Monitoring and Evaluation Programme.