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**Meeting of the Committee on
Women and Development**

5 - 8 November 2001
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**Recommendations by the Committee on Women and
Development on the Monitoring and
Evaluation Programme**

PART I

Recommendations For Incorporation Into The Monitoring And Evaluation Programme

RECOMMENDATIONS FOR INCORPORATION INTO THE MONITORING AND EVALUATION PROGRAMME DOCUMENTS

The following recommendations made by the Committee on Women and Development (CWD) are to be incorporated into the various documents of the Monitoring and Evaluation Programme.

1. Monitoring and Evaluation of the Implementation of the Dakar and Beijing Platforms for Action: Task Brief.

- For the purposes of monitoring and evaluation, the terminology to be used should refer to national gender policy framework instead of national gender policy.

2. Part 2: A Practical Monitoring and Evaluation Tool at the National Level; and Part 3: A Practical Monitoring and Evaluation Tool at the Subregional and Regional Level.

With regard to the methodological approach:

- Responsibilities for gender mainstreaming should go beyond Monitoring and Evaluation Officers to include key decision-makers such as Ministers, and Directors, all of who should be trained in gender analysis, planning, integration and implementation.
- The profile of Monitoring and Evaluation Officers should be defined prior to their appointment. Basic knowledge of gender issues and commitment to gender equality should be one of the criteria for appointment.

With regard to the selection of indicators and formulation of worksheets:

- Quantitative indicators should be expressed in percentages throughout the document. However, there should be guidelines to determine how percentages should be rated so as to avoid subjectivity in interpretation of indicators or data.
- With regard to qualitative indicators, a second question should be asked so as to clarify the nature of the response sought. For example, "why?" or, "give a short explanation".
- National/Institutional Gender Policy frameworks should include provisions for affirmative action and women's empowerment in order to close the existing gender gaps. The M&E indicators should therefore capture these aspects.
- Questions should be reviewed to ensure that they do not require more than one response. Where this occurs, the questions should be split up.
- The tool should leave room for entering additional information for evaluation purposes beyond what is provided for in the evaluation tools.

3. Part 4: Operational Modalities for the Implementation of the Monitoring and Evaluation Programme.

- Countries with national gender policy frameworks in place may proceed with the implementation of phase 3 (evaluation of the impact of gender mainstreaming on the status of women), provided they ensure that the policy frameworks are comprehensive and that the implementation process is on course.

- ACGD will provide guidelines for the selection of national co-ordinating NGOs for those countries that do not have them (co-ordinating NGOs). The responsibility for selection however, lies with the Member States.
- SRDCs and RECs should collaborate in the production of subregional synthesis reports. RECs should submit their monitoring and evaluation reports to the ACGD, but will also present them to the Seventh Regional Consultation Meeting in 2004.
- The linkage between the national and sub-regional levels should be clearly spelt out in the sub-regional policy framework in order to harmonise the different national approaches to gender issues, and to avoid unnecessary duplication and wastage of resources.

4. Part 5: Capacity Building for the Implementation of the Monitoring and Evaluation Programme.

- The capacity building programme for Monitoring and Evaluation Officers should adopt the training of trainer's approach to ensure that there are enough Officers to implement the programme. This approach also ensures continuity in case of transfer or resignation of trained Officers.

PART II

Recommendations To Be Taken Into Account During The Implementation Of The Monitoring And Evaluation Programme

RECOMMENDATIONS TO BE TAKEN INTO ACCOUNT DURING THE IMPLEMENTATION OF THE MONITORING AND EVALUATION PROGRAMME

The following are the recommendations made by the Committee on Women and Development (CWD) with regard to the implementation of the Monitoring and Evaluation Programme.

- The national gender policy framework should inform the development of sectoral gender policy guidelines. The formulation process should be participatory.
- There is need to take stock of the countries that have adopted national gender policy frameworks, and to evaluate the adequacy of existing policy frameworks and the extent to which they are being implemented.
- Existing data collection systems and data banks should be reviewed to ensure that they are collecting, analysing and disseminating gender disaggregated data, and that they have the resources to do so. Where new data collection systems are recommended, the necessary resources should be allocated.
- With regard to data sources, all sectors of society should be utilised in the collection of gender disaggregated data, e.g., NGOs, civil society, politicians, trade unions, etc.
- The chosen data collection approach and the methodology applied in the analysis process should provide valuable information.
- With regard to disaggregated data collection, sectoral ministries should collaborate with the Ministry of Planning which has mandate over the collection of national statistics.
- In order to ensure consistency with the gender mainstreaming approach, Sectoral M&E Officers should be placed in the monitoring and evaluation unit/section of the ministry where they exist. However, their relationship with gender focal points should be clearly spelt out.
- There is a need to determine clear criteria for the selection of the national coordinating NGO for those countries that do not have one. The criteria should be a transparent one. Broad consultation should be exercised in the selection process to ensure representation and ownership. While each country should make its own choice of the co-ordinating NGO, ACGD will provide guidelines for the selection process.
- The Ministry in charge of Women's Affairs should set benchmarks and strategies for the other Ministries to use in evaluating the impact of gender mainstreaming.
- The cost implications of the implementation of the M&E Programme in terms of staff time, financial resources, etc., should be well determined and provided for. Partners should be invited to collaborate in areas of their choice.
- Existing training tools and modules in gender mainstreaming could be used to supplement the ECA training manual (e.g. SADC training manuals and FAO training tools).
- The technical and financial support provided to the Monitoring and Evaluation Programme at the implementation stage should be ongoing, concrete and practical.
- Countries with national gender policy frameworks in place may proceed with the implementation of phase 3 (evaluation of the impact of gender mainstreaming on the status of women), provided they ensure that the policy frameworks are comprehensive, and that the implementation process is on course.
- Responsibilities for gender mainstreaming should go beyond Monitoring and Evaluation Officers, to include Ministers, Directors, and other key decision-makers, all of who should be trained in gender analysis, planning, integration and implementation.

- The profile of Monitoring and Evaluation Officers should be defined prior to their appointment. Basic knowledge of gender issues and commitment to gender equality should be one of the criteria for appointment.
- SRDCs and RECs should collaborate in the production of subregional synthesis reports.