

# **GENDER MAINSTREAMING GUIDELINES AND CHECKLISTS FOR THE WATER SECTOR**



**MINISTRY OF WATER RESOURCES**

**Women's Affairs Department**

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## **Preface**

This document is an outcome of a study on the role of gender in the development of water resources. It comprises guidelines and checklist, which facilitate the mainstreaming of gender in the undertaking of water resource development activities. Specifically the document consists of practical instructions, methods and strategic approaches helpful for assisting beneficiaries and end users of water projects, that is women, through promoting their participation in designing and management of water resource development.

After being awarded the consultancy services to undertake the works, NEKI International Consultancy in close collaboration with the Women's Affairs Department (WAD) of the Ministry of Water Resources (MOWR) carried out the project entitled formulation of the Gender Mainstreaming Guidelines and Checklists.

In undertaking this study, the MOWR secured assistances from the various Regional Water Bureaus and other organizations.

The study has exclusively been financed by the United Nations Development Programme (UNDP), without their financial assistance this study would not have been materialized.

Finally, Ministry of Water Resources strongly believes that the document would be useful to all practitioners who would be involved in the implementation water resources development projects and rural community development programmes.

## **GLOSSARY**

<b>GENDER</b>	Refers to the different roles of women and men. It identifies the social and cultural relationships between women and men. It, therefore, refers not to women or men but to the relationship between them, and how that relationship is socially determined or perceived.
<b>SEX</b>	Identifies biological difference between men and women.
<b>GENDER ROLES</b>	The roles of women and men connected to their status, environment and culture. The roles of mother and father, therefore, incorporate the right to care for children and the obligation to provide a living for the family.
<b>WOMEN'S TRIPLE ROLE</b>	Women perform several roles at the same time these triple roles are productive (generating income for the family), reproductive (domestic activities), and community management role (provision and allocation of community resources).
<b>GENDER NEEDS</b>	As men and women have different roles and responsibilities, they also have different needs (gender needs). These are practical gender needs (related with role performance) and strategic needs (related with status).
<b>GENDER APPROACH</b>	Is distinct in that it focuses on women and men and not on women in isolation. It highlights different interest of men and women; the conventions and hierarchies, which determine the position of women and men in the family, community and society at large.
<b>GENDER EQUITY</b>	Means equal and fair enjoyment by men and women of socially valued goods, opportunities, resources and rewards. Gender equity does not mean that women and men become the same, but that their opportunities and life chances are equal.
<b>GENDER ANALYSIS FRAMEWORK</b>	Is the process of understanding the roles of women and men in relation to what they do and what resources they have by setting questions to guide the analysis. It is the approach to understand gender roles in water resources development and management (how are men and women using resources and for what purposes); how are contribution to the development of water resources by men and women; who makes decisions; and who get benefits from water projects.

**SEX DISAGGREGATED DATA**

Is data gathered for women and men separately. Disaggregated data by sex can give the staffs of organizations to see the results of the research are the same or different for men and women.

**GENDER MAINSTREAMING**

Is the process of assessing the implications for women and men of any planned action, including legislations policies or programs, in all areas at all levels.

**INSTITUTIONALIZATION OF GENDER**

Means taking account of gender equity concerns in all policy, programme, administrative and financial activities, and in organizational procedures, there by contributing to a profound organizational transformation.

**GENDER MAINSTREAMING IN THE PROJECT CYCLE**

The integration of gender in all phases of the project. An equitable participation through out the project cycle permits women and men to choose technologies designing, maintenance, management and financing systems that best fit their needs and potential.

**GENDER SENSITIVE INDICATORS**

These are indicators with the special function of pointing to gender-related changes in society overtime. Gender sensitive indicators are used to point to changes in the status and roles of women and men and therefore to measure the extent to which gender equality has been achieved.

**GENDER MONITORING AND EVALUATION**

Is the assessment of whether development initiatives are meeting gender mainstreaming goals and objectives. It is the establishment of gender specific measurable indicators (qualitative and quantitative) against which the assessment of project progress and impact can be made.

## **Introduction**

The Ministry of Water Resources has developed this gender guideline to enable each sub sector, departments, institution and other partners working in water resource development endeavors to integrate gender concerns and to address the development needs of women and men in the sector.

It is designed to assist water resource development professionals and institutions at all levels to be able to integrate gender in all the stages of a project life cycle including project preparation, formulation and execution process, establishing indicators for monitoring and evaluation of project progress and impact.

The primary users of this guideline are the Ministry of Water Resource staff at federal level and regional water bureaus, and field level personnel of the water sector or projects at community level professionals from the NGO and the private sectors could also benefit from this guideline.

The Women's Affairs Department at the Ministry will provide training and guidance to users of this guideline on the use and its application at federal, regional and project levels.

It is expected that each institution and professional in the sector will be responsible to the application of this guideline since the sector development policy and the national policy on Ethiopian women are in support of gender mainstreaming in the water sector.

Furthermore this guideline is intended to help users to mainstream gender concerns in their day-to-day activities in the sector.

The stated indicators in the guideline will help water project planners, policy makers, project implementers and beneficiary communities to understand the basic principles and modalities involved in the gender mainstreaming exercise. The indicator would help to design and set objectives and to monitor and evaluate project progress and impact on women and men as tools for the measurement of impact and outcomes of water resource development effort at all levels.

This guideline would be further supported in the future with gender specific training and other gender related information materials and will be improved by considering all the possible constraints during the application. It is also expected that each regional sector bureau will adopt this guideline taking into consideration their own situation.

## **CHAPTER I**

### **Framework for the generation and analysis of sex disaggregated information**

Gender analysis allows project and programme planners in the water sector to systematically assess the effects and contributions of water resource development programmes on women and men and it helps project planners and implementers to under take planned intervention to ensure the equal participation and benefit of women and men to identify barriers and constraints, take corrective measures, and translate national and sectoral policies into practical realities. Thus gender analysis allows the understanding of how gender issues are related to water resource development interventions.

Gender analysis not only focuses on increasing women's and men opportunities to share benefits from water sector but ensures the participation of women and men and all those concerned with the project or programme cycle.

Thus programme/project planners, decision makers, project staff and community members should be aware of the different gender analysis techniques and tools and be able to use them to enhance the participation and benefit of women and men in water sector development programme interventions.

Gender analysis is used in all the stage of a project programme process, including planning (preparation), designing, implementation and at monitoring and evaluation stages.

It helps to critically look into development plans and programmes interms of their strength and shortcomings to what extent:

- Gender equality is identified as one of the priorities in development plans;
- The roles and responsibilities of development institutions, Departments at Federal and Regional water sector bureaus in addressing gender concerns with their mandate;
- Affirmative actions were undertaken by government, NGO, civil societies to integrate gender concerns and to bring about gender equality and empowerment of women in water and sanitation programmes; and
- The generation and use of sex-disaggregated information was considered in water resource development programme activities etc.

There are different gender analytical frameworks and tools that are used for identification of women's and men's needs and for the monitoring and evaluation

of programme impact on women and men. Some of the commonly used frameworks for the analysis of sex-disaggregated information are the Harvard Gender Analytical Framework, The Women Empowerment Framework, The Social Gender Analysis Framework, and The FAO Gender Analysis Framework. These frameworks provide sex-disaggregated information on the roles and responsibilities of women and men and the division of labour among women and men, boys and girls in a given community. It looks into the constraints arising from the gender division of labor such as women's workload and labour shortage and analyzes men's and women's access and control over resources and factors influencing the gender division of labour between women and men, their roles and responsibilities, constraints and barriers, opportunities, relationships between men and women in a targeted community. Among the different types of frameworks for gender analysis we shall discuss the Harvard Gender Analytical Framework as follows:

## **1.1 THE HARVARD GENDER ANALYTICAL FRAMEWORK**

It is developed in the early 1980s. This framework will generate information on what women do will have an impact on projects whether or not women are considered explicitly in the design and implementation. Similarly, it also helps to assess the effect of projects on women's lives. This framework is equally applicable for men's and women's concern in the projects, and probably more important for projects where women's roles and responsibilities have not been explicitly noted but are implicitly assumed in project design and implementation. The framework we propose uses four interrelated components:

1. Activity Profile
2. Access and Control/Profile
3. Factors Influencing Access and Control
4. Project cycle Analysis

### **1. Activity Profile**

It analyses the gender division of labour among men and women, boys and girls in a given community. It clearly identifies the economic and social activities of women and men in a given project areas. Such variables as age, gender social class etc are used to further diagnosis of the status, workload of women and men, the amount of time spent in performing water collection activities, working conditions and the value attached to the different activities.

### **2. Access and Control Profile**

This component of the Harvard Analytical Framework looks into the position of women and men as to who has access and control over resources and benefits. Identification of these factors in development and implementation of sustainable water resource development programmes helps to identify the needs and constraints of women and their access to water resources and the benefits they received from water and sanitation projects and programmes.

### **3. Analysis of Factors Influencing Women's and Men's Access to Water and Sanitation Resource**

This component of the analytical framework looks into important variables, which can facilitate or constraint any water development project and how such factors could be influenced by water development project. Some of these factors that affect women's and men's access and control over resources include cultural factors, training and education on water resource management and technology, institutional factors such as lack of gender sensitive approach and methodologies in the water sector.

**Note:** Refer to Annex 1 to further details on the Harvard Analytical Framework

### **4. Project Cycle Analysis**

Project cycle analysis is a useful tool to gather relevant sex disaggregated information for the identification of women's and men's development needs before designing any water project, to enable the effective monitoring and evaluation of a water project and to measure short and long term impacts of a water development programmes and project on women and men.

An important aspect of mainstreaming gender is the active involvement of women and men in the planning and decision-making processes in the project cycle. In this respect project cycle analysis help all stakeholders in the project processes particularly the project planner to ensure women's and men's involvement goes beyond participation in equal numbers as beneficiaries or voluntary labour, to a form of active consultation and participation that enables women, as well as men, to influence the entire agenda and basic priorities of the project.

The gender sensitiveness of project personnel, ability and skill of women and men in water supply project management, the availability of sex-disaggregated data between project personnel and other stakeholders can be assessed using this analytical tools.

Conducting gender analysis on the social roles of women and men before planning a water project helps to find out information, identify needs, increases community

awareness of the conditions, values, interactions and to identify gender gaps and imbalances. Such information can be used to measure impact of project intervention in a given community.

The project cycle focuses raising critical questions as regards to assessing the status of women and men during project preparation, design, implementation, monitoring and evaluation stages of a given water resource project are indicated as follows:

**During project planning (preparation), the project cycle analysis focuses on the following basic elements:**

Assessing women's and men's needs,  
Defining programme/project goals, objectives to address gender concerns,  
Identification of the opportunities and constraints.

The key questions raised during the assessment of women's and men's needs are:

- What needs and opportunities exist for increasing women's productivity and economic empowerment and in the reduction of their workload in the collection of water?
- What needs and opportunities exist for increasing women's and men's access to and control of water resource?
- What needs and opportunities exist to enhance equal participation and benefit of women and men in water resource development project?
- Have targeted women and men been consulted in identifying their needs, opportunities and constraints?

The key questions raised during setting gender sensitive objectives are discussed as follow:

An objective is a statement of proposed change over a fixed period. It concerns the project purpose, and it is expected to be achievable by the project or program. The overall objective that a project is trying to achieve is also called the project purpose. Specific objectives are contributing to achieving the project purpose.

Setting gender sensitive objectives: Project objectives should explicitly address the different needs and priorities identified by women and men. It should clearly specify women's and men's roles, responsibilities and requirements in the project. This will help the project staff to promote meaningful participation of all users, or the whole community.

Examples:

## Goal - Improved Health

Intermediate Objectives: "Improved water and sanitation services continue to be adequately sustained and used by the target communities", "hygiene conditions and behavior, sustainably improved".

Direct project objectives: "To plan and construct X sustainable water supply systems serving X communities in region Y in the period Z". "To enable households to adequately install, use and maintain sanitary human excreta disposal facilities," "To realize measurability improved hygiene behavior changes in the project communities".

To ensure the gender sensitiveness of project objectives, it is recommendable to assess the points such as:

- Are project objectives related to women's and men's needs and do they reflect their specific needs?
- Did beneficiary women and men participate in setting objectives?
- Did the project objectives reflect the measurable indicators for the satisfaction of women and women's needs?

Identification of opportunities and constraints in relation with the involvement of women during project preparation is discussed in two aspects (positive and negative effects)

#### Positive effects

- What positive and negative impact has the newly introduced technology on women's activity, responsibility and roles?
- Does the project plan to increase women's decision-making power and recognition of their input to water resource development?
- Does the project intend to change the technology used for women's activity and what impact has this on the productivity of women and men?
- Is there a missing link and opportunity for women's role in water resource development?
- How could the project design be adjusted to improve women's access and control over water resource, increase their productivity and their participation in water resource project?
- How will the project component affect women's and men's access to and control of the resources and benefits engaged in the production of goods and services, in the performance of family maintenance and reproduction activities and in socio political activities?

#### Negative Effects

- Might the project reduce women's access to resources or adversely affect their situation?
- What will the negative effect of project be on women and men?

#### **Design Stage**

At this project stage a full picture of the conditions, needs and priorities of the different groups in the community (women and men, poor and rich) will be available. It is clear to everybody concerned what the projects benefits can be, and what will be expected from the members of the community. And at this stage it is clear that at least a majority of the community members are willing and able to take up their responsibilities in making the project a success. This stage deals with issues like gender sensitive planning, how to organize meetings, choice of technology, choice of design and location, establishing a water committee and setting up a financial system.

This stage is related to the analysis of factors of access and control of resources, benefits and needs of targeted women and men in a given project area and it

includes issues as impact of project intervention on women's roles, responsibilities and activities and project impact on women's access and control over water and other services and resources. Some of the questions raised at this stage are:

- Which of women's and men's activities and roles (production, reproduction and maintenance) are affected by the project?
- Is the project designed to improve women's and men's performance in performing their activities and roles?
- Does the project design consider women's choice and for technology design and type?

### **Project Implementation Stage**

It is the stage where the implementation of the project can start. Gender dimension in project implementation means that the activities, which have been planned (who is doing what in each activity and the time and place are now being executed). It helps to identify in a water supply projects how the community is planning in construction work, the pattern for community assembly, the communication between project personnel and community groups (men, women) to decide on when the women think is the best time for them to contribute, bearing in mind their workload and what the men think about the time.

During this stage of project cycle analysis the following points should be critically assessed and includes assessment of the relationship of the project to the personnel, organizational structures, operations and logistics.

#### **Personnel**

- Are project personnel aware of and sensitive to the gender concerns in water resource development and to the specific gender needs of women and men?
- Do project staff have the necessary knowledge, attitude and skill to provide and address the gender needs of women and men in the project area?
- Are there female project personnel to address the specific gender needs of women in some culture specific areas where men couldn't directly address women during data collection, implementation etc?
- Are there strategies and mechanisms to give women adequate opportunities to enhance women's participation in the management of project activities? Example membership of women in water committees?

## Organizational Structure

- Does the organization have gender policy or guideline to integrate gender in the organizational structure?
- Does the organization has a system and capacity to monitor the integration of gender concerns?
- Does the organizational information system enforce for the disaggregation of data by sex?

## Operation and Logistics

- Is the organizational delivery channel accessible to women interms of location, timing?
- Is their control mechanism to check that beneficiary women and men have equal access and control to the services delivers by the water resource project example training, access to decision, use of facilities and income generating activities gained from the available water?

## Finance

- Do funding activities exist for project continuity and Sustainability?
- Do men and women have equal access to financial inputs and is women's lack of access to financial resources considered during project implementation example payment for use of water?
- Does the project set rooms for adjustment?

### **Project monitoring and evaluation stage:**

Monitoring and evaluation are the perquisite for assessing whether water projects are meeting gender mainstreaming goals and objectives. It is the establishment of gender-specific measurable indicators (Qualitative and quantitative) against which the assessment of project progress and impact can be made.

Monitoring and evaluation should be done as much as possible in partnership with the community. If everybody, women and men, can share in data gathering and analysis, they will be motivated to suggest improvements, and work towards more effective results.

Some important aspects of monitoring and evaluation are key issues in monitoring (an ongoing activity in support of Project) and key issues in evaluation (effectiveness of the project, efficiency of the project, impact of the project).

The project cycle analysis considers major issues indicating the mainstreaming of gender at the different levels of a project it critically looks for the gender sensitivity of a given projects from two perspectives;

- i. Data requirement
- ii. Data collection and analysis techniques

## 1. Data collection

- 1.1 Are the data collected with sufficient frequency to allow revision of project activities?
- 1.2 Is there adequate data to lead to the conclusions and recommendation for the integration of gender in a given project?
- 1.3 Is there adequate sex disaggregated data indicating the equal participation and benefit of women and men at all the stages of a given project?
- 1.4 Did the evaluation relate women's needs, opportunities, constraints and status as a major part of project impact assessment exercise?
- 1.5 Were women involved in designing the data requirement?

## 2. Data collection and analysis

- 2.1 Are women and men beneficiaries involved in the collection and analysis and interpretation data?
- 2.2 Does the data analysis disaggregate the information gathered by gender or sex?
- 2.3 Is there a design to use the data collected and analyzed to provide experience for new projects?
- 2.4 Are the findings of the analysis and data collection exercise fed back to the community?

Incorporation of gender issues in the entire stages of project cycles is the prime condition for a successful accomplishments and ensuring the sustainability of water supply and sanitation projects. Gender dimensions in each project stage (stated above) shall be addressed during definition of needs, i.e. different needs of women and men, their economic status, age group and other social/ demographic categories should be considered. At this stage project planners are expected to check whether women and men are involved in the identifications of their own felt needs.

Setting priorities by women and men on the basis of the magnitude of identified needs is another important aspect to be considered during this stage of project cycle. Ensuring the formulation of gender sensitive goals and objectives, planning and implementation phase of the project including gender sensitive monitoring and

evaluation are important steps to properly include gender dimension in the water supply and sanitation project processes.

## **1.2 CONSTRAINTS REGARDING COLLECTING, AND ANALYSING REPORTING OF SEX DISAGGREGATED DATA**

Most of the approaches involved in the implementation of water development programmes and projects at federal and regional level lack a concrete effort to generate relevant information and data that is sex disaggregated at all levels. The assessment report at selected sites of the water sector development at federal and regional level indicated that project personnel:

- 1.2.1 Have limited awareness on the need and importance for the generation of sex disaggregated information to effectively mainstream gender in the sector;
- 1.2.2 There is absence of gender focal point at organizational structure particularly at regional levels who would facilitate and assist project/programme personnel at institutional and community level to enable them gather relevant information through awareness creation and gender training exercises on gender analysis methodologies and techniques;
- 1.2.3 The flow of information between federal, regional and community level is not totally linked as a result of the independent information and data resource management approach;
- 1.2.4 The lack of gender focal point at regional and zonal levels resulted in the absence of linkage and accountability for the integration of gender concerns at all levels of a water project cycle;
- 1.2.5 Most of the government projects don't consult communities. Those projects designed with the consultation of users are excluded women and consider men as heads of households are more responsible for the management of public affairs and women for private affairs thus, information often is not gathered from women and doesn't reach women. Even if women have major role in the management of water in their home, the involvement in the administration of communal water sources and their participation in the community roles are still minimal which ultimately affect the improvement and sustainability of the water system.

The preliminary assessment also indicated limited linkage and information exchange between the regional and federal offices and between the various departments and women's affairs department of the ministry.

The lack of a clear modality for the flow of information and guideline to enhance the participation and benefit of female community members has been observed as one of the constraints.

The negative cultural attitudes towards gender equality among different stakeholders, men professionals and decision makers has marginalized women from having access about water development information and their participation in the delivery of information. Professionals resistance to the desegregation of data and the generation of gender sensitive information in the sector is another constraints.

The literacy status of female community from the study indicted that most female community members were illiterate and this has a negative impact on their access to information and training activities.

### **1.3 MODALITIES FOR INFORMATION FLOW AMONG AND WITHIN FEDERAL, REGIONAL SECTOR BUREAUS**

The water sector at both Federal and Regional Bureau levels should place gender focal points or women's affairs agent at Federal, Regional, and zonal level to facilitate the coordination and smooth flow of information between grassroots level water resource management and policy and programme formulation levels.

In the gathering of Relevant Information for Macro and Micro level water resource programme the socio-economic data should be disaggregated by sex to indicate the specific situation and status of women in the different parts of the country. Such information should be made available to the different technical departments including the women's affairs department to enable the water sector develop effective policies, strategies, guidelines and programme interventions that address the specific needs and priorities of women and men in the area of water resource development and to enable professionals to effectively monitor and follow up impact of interventions at federal regional and grassroots levels.

**Possible information flow process among women's affairs department and other technical departments within the ministry as well as among regional sector bureaus are incited as follows.**

Gender mainstreaming in water resource management sector is important from the point of equity (fair share of water resources development and benefits); efficiency (the recent perception of "water as an economic good" implies gender securities over the control of water resources); and sustainability (demand responsive

approaches involving all users in the installation, cost and management of water resources provisions).

Institutionalization of gender in the Ministry of Water Resources and sector Regional Bureaus mean taking of gender and equity concerns in all policy, programme, administrative and financial activities, and in organizational procedures, thereby contributing to a profound organizational transformation. With this regard, continuous information flow process is expected to be appeared among Women's Affairs Department and other technical ones like Water Supply and Sewerage Department, Planning and Project Department, Donors coordination offices, Legal services, Training and Management services, Administration and Finance, Equipment and Supply service, Public Relations, Library and Documentation, Water Rights Administration, Design Department, Basins development and research department.

**Some of the important checklists to follow up information flow at the federal level are:**

- The degree of attention to gender issues in the formulation of sector policy.
- The presence of gender trans formative training directed at management and staff of the ministry.
- Increased number of reports with gender consideration made by the above-mentioned departments and services.
- Formulation of sex-disaggregated reports formats by women's affairs and planning & project department, as well as ensuring the application of this format by the concerned officials within the ministry.
- The level of positive attitudes among the higher officials to effect the inclusion of gender dimensions in the reports of other departments.
- The level of support given to women's affairs department.

A gender sensitive programme development intervention implemented by the different departments at Federal and regional level depends on the availability and effective use of information exchange system. Thus there is a need to strengthen the smooth flow of sex-disaggregated information with in the ministry, with regions and other partners working on water resource development.

In order to build the capacity of professionals to integrate gender in the sector the women's Affairs Departments and focal points at national and regional levels should be able to provide training and information on gender and water resource management issues to the different professionals in the sector.

A systematic inclusion of gender sensitive data and information in the planning and programming of the water sector and sex-disaggregating the planning and monitoring information and performance reports e.g. Annual, Biannual and quarterly reports and plans would allow to mainstream gender concerns in the sector.

There should be a forum or channel such as a newsletter, radio programme etc. to promote the dissemination of information on women and water at federal and regional levels.

Information is power to grassroots women and their communities; it should be made available to them by the Regional Water Resource Bureau and the respective institution working at grassroots level.

Experience sharing forums among Federal, Regional and Zonal Water Bureau should be organized by the Federal Ministry to facilitate the sharing of experience among the different regions zones and other stakeholders and grassroots women should be represented in such forum.

Beneficiary communities including women should be empowered and their capacities built to generate analyze and report information through training by regional water bureaus.

Conducting a gender impact analysis by the respective programme implementers helps to monitor and evaluate the mainstreaming of gender in the water sector. The method for gender impact analysis should be part of the overall monitoring and follow up mechanism for any water development project. The use of gender specific indicator stated in this document should be used in conducting periodic assessment using since such tools if used for gender impact assessment, project/programme sensitivity to gender concerns would be detected and assessed.

#### **1.4 MECHANISMS ON HOW TO EXCHANGE INFORMATION REGARDING THE INCLUSION OF GENDER ISSUES IN THE PLANS OF ALL DEPARTMENTS**

For the inclusion of gender concerns in all the activities of the various departments in the water sector the availability and utilization of basic information is an important aspect of gender mainstreaming in the sector. As mechanisms to increase the gender sensitivity of programmes and projects implemented by the various departments, the following basic data in the gathering and analysis of gender specific information should be included.

- 1.4.1 Identification of resources needed by women and men to adequately fulfill their roles and responsibilities or to improve their efficiency in carrying them out,
- 1.4.2 Identification of the constraints women face preventing them from making an optimal contribution to the water sector development and to satisfy the basic needs (welfare strategy needs) of women and men;
- 1.4.3 Identification of the training needs of women and men in the division or department;
- 1.4.4 Assessment of the critical points of intervention within the sector such as sensitization of policy makers project staff, research personnel etc;
- 1.4.5 Establishing a list of goals and objectives for gender sensitive activities specifying the resource needed to advice them and setting an estimate of the time frame for their fulfillment;
- 1.4.6 Identifying and development the list of contacts and source for access to sex-disaggregated information to be used for the development of specific programmes and projects in the departments;
- 1.4.7 Establishing gender criteria for the selection of projects and analysis of project proposals and ensure its application by the concerned departments with in the ministry;
- 1.4.8 Establishing the framework for monitoring and evaluation of departments performance on gender issues using gender sensitive indicator and checklist;
- 1.4.9 An effective strategy for the integration of gender concerns in the different projects and programmes of the different departments should consider the following questions:
  - Does the projector programme document (proposal) include sex-disaggregated data, if such data is not available when could it be made available?
  - Is there an activity profile for women and men in the project or programme areas?
  - How are women and men represented in the various structures at community, Regional, and Federal level?
  - How is the decision making process in the department associated with the intended project and programme?
  - How will women and men as agents and beneficiaries be involved in the decision making process of the department activities.
  - To what extent will women and men have access and control over the department's human, physical and financial resources?
  - What are the primary project's programme implemented by each department having positive and negative impacts on the lives of women and men?
  - What could be done to minimize negative impact?

- What are the factors promoting the participation of women in the department?
- What constraints have been identified that may hinder or limit the effective participation of women and men in the department, could this be overcome?
- Have there been any similar department whose objectives include gender sensitivity approach? What were the strategies used, lessons learned?
- A gender sensitive programme implemented by the different departments at Federal and Regional levels should base the programme design, implementation, and monitoring and evaluation on the use and availability of gender sensitive information at all levels of the project life. Thus each department should understand and apply the means and mechanism to implement a gender sensitive programme and project planning process.

During programme planning and management exercise in the sector information and experience sharing forum such as management meetings, focusing on planning, monitoring and evaluation reporting, allows inter department information flow and within this effort the planning and programming and the women's affairs departments have a major role to play in monitoring and following up of the integration of gender concerns by the different departments.

The integration of gender concerns into the development plans and programmes of each department is a responsibility of all staff and not just for gender focal parts or experts. If gender has to become an integral part of a water resource programme development information on gender must be made available at all the stages of the planning process, in baseline data collection, goals, objectives, design, operation and maintenance and during monitoring and evaluation. To ensure this

- Programme and project objectives should be able to reflect how men and women will benefit from the new water resource development project
- Activity planning should be based on gender seasonal and gender based daily calendars
- Resource mobilization should consider the gender differentials among beneficiary women and men and among the staff within each department
- Information to indicate on the degree of gender awareness and responsiveness of the staff in each department

The gender sensitivity and responsiveness of each department should be monitored and audited by the planning and programming department as it audits the budget and the entire activities of each department in the sector. The reports of each department should also reflect the inclusion of gender issues in their plans through

the use and dissemination of a sex disaggregated information in their plans and programmes and the setting of gender specific goals, objectives and strategies to implement gender sensitive projects and activities.

## CHAPTER II

### **Gender Mainstreaming Guideline for the water sector**

The National Policy on Ethiopian women has employed a mainstreaming strategy to integrate gender in all development programme and projects at all levels. On the basis of this national policy one of the sectoral implementing policy is the Ministry of Water Resources. A women's Affairs department is the main actor to institutionalize and ensure the mainstreaming of gender in the sector by promoting a more gender sensitive and participatory approach at all levels. The Federal Water Resources Management Policy aims at empowering communities particularly women as primary actors and users of water in their communities. The Women's Affairs Department plays a promotional role to the institutionalization of gender in the entire activities of the water sector.

The National Policy on Ethiopia Women has an approach to institutionalize gender in all development oriented institutions and organizations in the country, this approach include mainstreaming, advocacy capacity building, establishment and strengthening women's organizations, placing gender focal point, net working, research and data generation on gender issues. Thus the following are the strategies employed by the policy:

#### **Mainstreaming**

This refers to the equitable distribution of the resources, opportunities and benefits of the water development process. Mainstreaming requires the Integration of equality concerns in the Analysis, formulation of water resource development policies, programmes and projects with the objectives of ensuring positive impact on women and men. It is concerned with the inclusion of interests, needs, experiences and visions of women and men in the development of water resources.

For the mainstreaming of gender issues in the different sub sectors and departments in the ministry of water resources and in the regional water sector bureaus, gender issues should be taken as an integral part of the planning and programming exercise. Mainstreaming includes the gathering and use of sex disaggregated information about beneficiary women and men, staff and the establishment of gender sensitive objectives in the water resources development plans and the use of gender sensitive indicators for monitoring and evaluation of the programme activities of other technical departments.

Mainstreaming of gender in water resource development focuses at taking the responsibility of ensuring gender equality in all the activities of the ministry and by all the staff of the sector. All sectoral development programmes/projects

implemented at national and regional levels should be able to integrate gender concerns in their plans and programmes and see to it that women participate, contribute, benefit and their effort is given it's due recognition and technological support in the water sector.

Mainstreaming of gender in water development projects should focus at establishing a system where by each sub sector would use gender indicators to monitor the effect and impacts of interventions, and appropriate tools and methodologies are employed to integrate gender in the overall development exercise of water resources development.

### **Advocacy**

To overcome the cultural barrier that mitigate the integration of gender in the development process and to improve the attitudes and opinions of leaders, professionals and other key actors in water resource development conducting gender awareness and sensitization programmes at policy and grassroots levels is essential. The use of effective media and advocacy strategy to bring about behavioral change of policy makers and professional in the water sector is an important aspect of the strategies employed by the National Policy on Ethiopian. To convince and to gain support from different level decision makers in the water sector the delivery of accurate information on the status of women and their access to water resource is important.

### **Capacity Building**

For women and men to equally benefit from and participate in water resource development their capacity should be strengthened through skill and leadership training, resource allocation such as credit, technology, access to development, information, net working and to basic social service. Professional's knowledge and awareness on gender and development concerns and their commitment to the principles of gender equality in the water sector should be strengthened through the establishment of an appropriate institutional systems, training and communication methodologies. Women's capacity to manage a water project effectively could be built through skill and leadership training.

## **Organizations**

The establishment of independent women organizations at various levels is an important channel to support women's capacity. Organized women can easily be reached to benefit from development interventions and women can voice their needs and be able to benefit from the water sector development effort. An example of such organization is the Dalocha water supply project managed by an organized women group in the Southern Nation and Nationalities.

## **The Establishment of Gender Focal Points**

To institutionalize and integrate gender at all levels the establishment of gender focal points at each regional water, energy and mining bureau is an important aspect of the gender mainstreaming process. The major functions of the Women's Affairs Department in the Ministry of Water Resources is to facilitate the conditions and provide technical support to regional focal persons, professionals and the community at large in the integration of gender in development activities. Thus it plays catalytic role in the sector and facilitates the conditions to integrate gender at every stages of the development process in the water resource development. Cognizant of the vital roles to be played by the rural women in the overall water development endeavors, the establishment of focal points that are responsible to coordinate gender concerns should be given due consideration in the Regional Sector Bureaus.

## **Net working**

The implementation of the National Water Resources Management Policy requires a combined effort of different stakeholders, government and non-government institution, communities, professionals, policy makers, grassroots women organizations etc. These individuals and organizations should work together and establish strong linkages and net working to address the development needs of women from the water sector and to increase their access and control over water resources at all levels. To avoid the duplication of effort and wastage of resources all concerned individuals and organizations should work together. Experience and information exchange forums should be established to facilitate the coordination of activities at all levels of the water sector. A systemic monitoring and follow up mechanisms should also be developed to assess the impact of water resource development on women and men among the different department, Federal and Regional water sector development institutions.

The integration of gender concerns at various levels of a water development project through the use of gender specific checklist and indicators allows programme/project implementing decision or policy makers and the beneficiary community to jointly plan, implement and monitor impact or out comes.

Net working among different stakeholders helps to implement a sustainable water resource project with active participation of programme implementers both female and male project beneficiaries and other partners.

Within the water sector the need to strengthen net work and coordinated exercise is an important aspect of the mainstreaming process, often institutions marginalize gender issues by assigning all the responsibilities as regards to gender concerns to the women's affairs department. This practice leads to the marginalization and failure to integrate gender in the sector. Thus effort should be made to create awareness among professionals and policy makers to understand the basic concept of mainstreaming and the accountability of every department and division and the individual professional to the integration of gender concerns in their programmes/project activities of the water sector.

### **Research and Data Generation on gender issues**

One of the strategies employed by the national policy on Ethiopian women to mainstream gender is conducting research to generate data, thus the decentralization of policy making for development both in rural and urban areas of Ethiopia requires not only accurate information on the access and control over water resources by women and men but also more relevant data to the needs and concerns of professionals, development workers, policy makers and Beneficiary communities and other partners in water resource development.

Development efforts in the past have shown the lack of recognition of women's input to water resource development and the specific needs of women and men in the area of access and control over water resource. This should be identified and made statistically visible through research and sex disaggregated data generation and use. An example of a gender sensitive information at institutional level is the number of gender training participants and staff profile disaggregated by sex, position and discipline. At grassroots level percentage of women water committee members, average distance women travel to water points etc.

Each department at federal and regional bureau needs a gender specific information for the development of effective action plan. Collecting gender sensitive data is not an end in itself it should be the means for water resource development, implementation, monitoring and evaluation of effective water resource development programmes. Hence (Water Development Sector) Institutions should be able to generate and use sex and age specific information at different stages of a water resource project.

## **2.1 COUNTRY GENDER ISSUES AND STRATEGY**

A country gender issue and strategy is a strategic planning exercise for the development of a gender sensitive programme at country level. It is based on the existing priority gender issues and profiles and it identifies new opportunities and approaches for gender sensitive programming.

The development of a country gender strategy involves the collection of relevant information through action-oriented research. The key gender issues to be identified should be based on baseline data generated from such information as socio economic, political and cultural factors which have a positive or negative implications over the participation of women in water resource development. The stages involved in the development of a gender strategy are two:

### 1. Gathering Supplementary Gender Information

Information is collected on the status of women and women with in targeted areas identified as priority for the intervention of an overall water resource development framework. The gathered information should be used to develop a new programme or to review and assess existing programmes and projects impact on women and men. Hence the following information are considered for this purpose.

A summary of the socio-economic, political and cultural factors facilitating and constructing the participation of women and men in the sector.

Analysis of women's access to basic and other support services in different sectors such as training, credit, extension services, technologies, day care transport and to other services.

An assessment of all the sector projects and programmes clearly outlining the factors which lead to failure and/or success in reaching and integrating women as well as a strategic criteria to bring about positive results.

Such information would allow the user to critically look into issues and factors that would either enhance or limit the participation of women in water resource development programmes.

### 2. Development of a Strategy

Using the information collected a strategic plan is developed for the integration of gender concerns in the national water resource development sector. The components of the strategic plan has the following elements.

Adjustment to existing project should be identified in order to establish a balance between men and women as agents and beneficiaries.

Identification of the opportunities and constraints to fuller participation of women and men as agents and beneficiaries and assessment of the types of

programming which could be effective for the short and long term interventions, potential constraints include,

- Lack of policies or guideline to guide decisions on the best methodologies for the integration of gender concerns in the sector.
- The existing low priority for gender concerns and the existing negative attitude towards women's participation in development programmes.

The analysis of possible constraints at programme level such as: Limited access to adequate information including sex disaggregated data, absence of smooth flow of information between federal and regional water bureaus and the beneficiary community. Analysis of the above factors will provide the basic information to define areas, sectors, programme and projects to ensure the effective participation of women in the sector.

Identification of Resource and Programming mechanism to implement the strategy this includes

- The institutionalization of gender focal points at federal or regional, zonal and woreda level to help water resource planners and programme implementers at different levels.
- Developing a roster or profiles of gender specialists.
- Developing a gender analysis training and awareness creations programme for different stakeholders, decisions makers, planners, project staff and community member at various levels of government and NGO involved in water resource development activities.
- Institutional Mechanism.

Institutions such as ministries, NGOs, civil societies, women's organization and gender focal points at different capacities which are concerned in addressing women's needs should be strengthen to effectively implement a gender sensitive programme strategy interms of the following aspects:

Financial Resources. Which includes

- Funds to support the needs defined above
- Fund to fill the gap in the existing programme
- Budget for the development of individual project designed to enhance the participation of women and men and to address their needs the area of water and sanitation

Developing a mechanism to ensure that women are integrated into the process of programme and project planning, management, monitoring and evaluation

To effectively monitor and follow up for the integration of gender concerns and women's participation and to build accountability the following strategies are important.

- Developing a time frame for effective planning of the component parts of the gender strategy.
- Engaging some one to manage and monitor the implementation of the strategy to specific individual staff in the organization.
- Establishing at programme level evaluation framework to effectively follow up and assess the success of the strategy with a clearly stated evaluation topics and indicators on gender issues and a description of data requirements.
- Designing a communication package to promote the strategy and a better understanding of gender issues among development partners the community and the public at large.
- Production and distribution of audio visual aids such as video films, pamphlets manuals and guidelines on gender sensitive projects and programmes.
- Conducting seminars, workshop focusing on gender and water resource development Organizing experience and information exchange forum among researchers, academicians, and other partners, conducting joint research to explore the implementation of a gender sensitive programming.
- Designing innovative events on gender and water resource development e.g. organizing a photographic exhibition on women and water.

### 3. Monitoring and Evaluation Framework

The monitoring and evaluation framework should clearly link the county programme strategy and the intended follow up and evaluation through setting targets and defining indicators to monitor progress and measure impact of intervention and benefits gained by women and men through the proper participation. Thus projects should clearly and carefully monitor who is intended to participate and benefit and avoid evaluating on the basis of quantity and quality of outputs with little or no reference to their distribution.

The monitoring and evaluation framework should set clearly defined criteria for project analysis and framework, which could be included in the water sector gender strategy. Some of these criteria are:

- Gender elements of the water resource development project should reflect priorities identified in the gender strategy with in the country,
- Women are clearly and explicitly identified as direct participants and beneficiaries or the project and if they are not included the reasons for not involving them should be clearly indicated with the support of a factual data showing whether: Beneficiaries women and men in the project area have been consulted,
- The project has a clearly stated objectives for gender issue and these guides the projects gender sensitivity, and
- The baseline should be linked to project output and achievements indicating that:
  - Proposed activities should involve women and men in ways that reflect the division of labour in the project area
  - Women and men are given roles as agents of water resource development
  - Barriers to men's and women's appropriate participation as agents and beneficiaries of project and activities designed to overcome the barriers
  - Women are represented in project planning and programming structures as project and manager, cooperatives members, farmers association etc.
  - Reports and evaluations are sex-disaggregated

## **2.2 TERMS OF REFERENCE FOR SECTOR ANALYSIS**

Sector analysis includes the analysis and assessment of the water resource development sector from the broad national perspective, and involves conducting baseline surveys to gather relevant and useful information, analysis of the countries development policy and reviewing the existing practices and the development of a programme framework and mechanisms for the integration of gender sensitivity in the sector. The final output of this exercise is a programme framework for the identification and development of a gender sensitive and appropriate intervention mechanisms for projects based on concrete and realistic problems and sector priorities.

There are four Components to be Considered in terms of Sector Analysis

### 1. Collection of Baseline Data

The importance of collecting baseline data is to examine the contributions and roles to be played by women and men in the water sector and to assess the effect of these roles to the water resource development programs and project. Major areas of focus in this process are the following:

Identifying the types of activities responsibilities and duties carried out by women and men at ministerial or sectoral, departmental, institutional and division level. These would allow the recognition of the position of female and male employees as regards to the type of work, responsibility, qualification decision making position, salary or benefits gained etc. Such information leads to the development of an effective strategy and measures to fill the gaps.

Identifying the roles and responsibilities of women in performing of their family maintenance and reproductive activities and the effect of this stereo typed division of labour in the water resource development sector.

The identification of existing traditional practices related with women's and men's roles and responsibilities in performing family maintenance and reproduction and the relationship of these customary practices with the sector development programmes.

The gender based practices and relationships at sectoral level e.g. are women and men recognized as equal partners in water resource development? Is there recognition of the need to bridge the existing gap to promote the equal participation of male and female employee and beneficiary community members?

Women's and men's access to and control over basic resources required to perform their productive and reproductive roles.

The types of benefits and opportunities women and men have and gained from the performance of the activities.

Identification of the existing socio cultural barriers and constraints preventing women and men from participating in the sector development activities.

Identification of the legal and institutional practices preventing women's participation and benefit from water resource development efforts in the sector.

## 2. Institutional Context

Assessment of the sector policies and practices regarding women and men as agents and users.

Assessment of active governmental and non-governmental institutions in the water sector, their staff at different hierarchies male and female, the presence of supporting policies and programs for promoting women's participation and the lessons learned in relation to gender sensitive programme implementation.

Analyze the levels of women's affairs department involvement in the entire activities and mandate areas of the ministry of water resources as well as the degree of its linkages with women's affairs departments with other line ministries.

Analysis of the existing policy environment at sectoral and regional levels enabling the integration of gender in the overall mandates of the ministry.

Assessment of linkage between the women's affairs department at regional water, energy and mining bureaus in their joint effort to institutionalize gender issues in the water sector.

### 3. Mechanisms to promote gender sensitive water sector development programme.

Using the information gathered from the baseline data and institutional analysis, a mechanism can be formulated to promote the inclusion of gender in the sectoral programming framework. This program development exercise include the following:

Resources needed by women and men to properly carry out their responsibilities should be identified.

Constraints and opportunities in enhancing women's and men's participation and obstacles that are preventing them from optimal contribution should be identified.

The particular training needs for women and men in the water sector should be identified.

Establishing the measures to be taken to promote gender equality in the sector e.g. conducting advocacy and sensitization activities to sensitize policy makers, and to gain their support, provision of gender training to sector professionals, researchers recruitment of female trainees on the sector, etc

Assessment of the goals and objectives for gender sensitive activities in the sector, the resources needed and the time scheduled to implement

Formulation of gender criteria for the selection of water projects and conduct project proposal analysis against the criteria.

Availability of framework and indicators to monitor and evaluate sector performance in relation with gender concern.

Assessment of the institutional capacity for the different intuitions in the sector for gender analysis capabilities and for the development of developing effective strategies to institutional gender

### 4. Project identification guideline

This is an approach where by a reference guideline to lead project designers or planners and water resource development personnel to influence their decisions to enhance the integration of gender concerns in water resource development projects, and this memorandum or guideline looks into the following issues,

If the project proposal includes gender differentiated data and if the information clearly indicate the roles of women and men in the project area, if it is not available how and when can it be made available?

Is there is an activity profile for women at country level?

Assessing the existence of mechanisms or structures where women and men are represented at national, regional, zonal, woreda and community levels. Is such

structures are absent and is there reliable reason to establish or not to establish some or these structures and how could they be established?

Assessing the means and mechanisms where women and men could be involved in the different stages of a water resource development project.

Finding to what extent will women and men have access and control over the project human, material or physical and financial resources.

Stating the assumption as regards to the assumed positive and negative impacts of the project on the livelihood conditions of women and men.

Stating the corrective measures to be taken to overcome negative impacts of the project on the living conditions of beneficiary women and men.

A project identification memorandum would in summary identify the major factors promoting the participation of women and men in the project and the constraints assumed to affect the participation of women and men in the project and the measures to be taken to overcome the constraint.

The adoption and use of strategies and lessons learned from other projects with successful experience in the integration of gender concerns.

In general conducting sector analysis in the entire activities and mandates of the ministry helps to critically look in the factors promoting the integration of gender concerns at various level and capacities and to design appropriate strategies for the mainstreaming of gender concerns in the programme and project activities in the water resource development sector.

## **2.3 GENDER MAINSTREAMING IN THE WATER DEVELOPMENT PROJECT PROCESS (CYCLES)**

The integration of gender in a water development project should cover the different stages of the project cycle. These different stages are planning (preparation) phase, design phase, implementation phase, and monitoring and evaluation stages.

Gender is mainstreamed or integrated at each project phase as indicated below

### **2.3.1 Planning (preparation) phase**

During Data Collection

For water development project processes conducting socio-economic study is a preliminary step. An important factor to consider during the preparation stage (data collection) for socio-economic studies are described as follows:

- Interview should be made for both women and men in the study area. Being women and water are closely linked in our country and they are the ones who manage the water use and sanitation activities in the home, particular inclusion of women during the interview is highly important.
- In most cases interviewing women separately by female interview is useful in order to motivate women to express and talk their felt needs freely.
- Development workers who are responsible for conducting the survey should work closely with villages to build partnership relation-ship and to win the thrust and support from the community. Adopting participatory research method during data collection will enable the community to reveal their own opinions and options.
- Important attention should be paid to ensure the data collection process is on a sex-disaggregated basis.
- The relevant gender sensitive data that can be generated during this stage includes among other things are: roles of men, women, children, in water fetching; storing and using water; the way how to transport; distance and the required time for water fetching; the types of taps; the site of water source; sustainability of the existing water supply system.
- During data collection, important attention should be given proper consideration to identify the type of latrine facilities acceptable by the end users (men and women).
- During conducting socio-economic surveys the means to promoting behavioral changes among families and devices to reaching school children towards good hygiene should be given attention.
- Socio-economic surveys shall consider the cultural and social setting of each community in introducing waste disposal systems.
- Socio-economic surveys should investigate the constraints which hinder rural women from the participation of rural irrigation development projects this among others should address:
  - the domestic work load of family headed women and the means to relieve their burden so that they will have an opportunity for cultivating their irrigated land
  - access to credit (micro finance)
  - out lay for marketing
  - other supports to enhance rural women in the management of irrigation schemes

### During Project Planning

The planning step is the stage, which help to explore project parameters and priorities with the communities and agencies that would be involved in the project. It is at this stage that objectives are set and constraints to women's participation can be identified. The participation of women and men is essential at this stage. If

they are left out their ideas and decisions regarding this phase would omitted. During project planning the following gender issues should be considered:

- Talks with community to set out parameters and priorities for the project focus on issues like what constitutes acceptability of water in terms of quality and quantity, reliability and accessibility of water, alternate water sources, cultural acceptability, attitudes of men and particularly women for latrine use (Proper management of excreta disposal).
- Using the information from the discussions with the community options concerning the citing of water sources, types of technologies, design criteria for types of latrine, whether there is a need to construct latrine separately for men and women can be reached at consensus by the users.
- Implementing agencies and communities jointly should identify constraints in relation with legal, economic, social in the project area that inhibits women's and men's involvement and participation.
- Separate discussions on women's and men's priorities regarding water and sanitation project is essential to address the different needs of women and men.
- Based on the discussions and the information gathered project objectives can be determined and these objectives should explicitly relate to women's and men's need and communities should be involved in the setting of objectives. Past experience with earlier projects can be used to set realistic and practical objectives

During the planning phase there will be an opportunity for different stakeholders (governments NGO, communities and other partners) involved on water resource development to design objectives and develop action plans. The institutional capacity for implementing a gender sensitive project can be assessed, possibilities for inter-agency coordination and collaboration explored and experience with similar project should be reviewed at this stage.

### **2.3.2 Design Phase**

The focus during this project stage should be to those gender concerns related to the hardware and software aspects of the project. The linkage between these two aspects are also important particularly to the effective timing of hardware and software activities to take place sequentially to support and strengthen each other. The gender issues that should be considered during this project stage are the following:

2.3.2.1 The type of technology chosen (hardware) for the project should be compatible with:

- Recommended and accepted by the villages particularly by women.
- Should be easy and convenient for operation and maintenance.
- It should be affordable and at a cost people are willing to pay for.
- It should not be too advanced from technologies currently in use in the area (It should be users friendly).
- The involvement of women and men should be ascertained in choices for related facilities for bathing, animal drinking, vegetable growing and other activities.

2.3.2.2. Women's involvement and community participation (software) aspect during water resource project design should be compatible with:

- Appropriate human, physical and financial resources are provided to checkup software objectives.
- Measurable and verifiable indicators are included for measuring results of software activities possible rises and assumptions are planned as much as possible.
- Objectives and outputs include women's involvement and mechanisms are designed to ensure their participation.
- Consider the recommended institutional change to promote and enhance the full participation of women and men.
- Gender sensitive training should be designed in the use of new technology and in operation and maintenance.
- Effective information exchange systems and channels to reach women and men is established and considered.
- Designing appropriate training content should be made to address the training needs of men and women.
- Technical and Managerial personnel are trained in software issues including gender issues.
- Possible constraints to women's participation in training are minimized example location from home, time, educational requirement, childcare arrangements and length of training program.
- A proportion of trainers should be female, particularly in areas where male trainers cannot conduct training form women.

2.3.2.3 Relationships between Hardware and Software component of the water project

To enhance the effective implementation of a gender sensitive water resources project there should be a strong linkage between software and hardware aspects of the project.

It is advisable for hardware and software planners to formulate a jointly planning exercise during the design stage of the water project for the following benefits:

- They will have an opportunity to recognize the entire elements of activities regarding software and hardware.
- They could merge the timetable for software and hardware activities to ensure that hardware and software activities take place in appropriate time and sequence. The following examples are highlighting the combined time schedule for software and hardware activities. Pump maintenance training for women and men should take place before pump installation and training for water committee members should take place before the arrangement of community contribution to the project by the committee.

Project management and monitoring systems that plan for regular meetings between software and hardware specialists to discuss any change in the project schedule and to discuss on further adjustments when needed example if delays occur regarding the arrival of parts for the water supply the software personnel should be informed to enable them to conduct pre installation training on the other hand if software activities are delayed hardware specialists should be informed to plan the delivery of parts at the right time.

### **2.3.3 Implementation phase**

Implementation phase should address the following concerns such as:

#### **2.3.3.1 Terms of Reference**

Project managers and relevant staff should reflect gender issues in their terms of reference that indicate the training needs of project staff, mechanisms to develop and implement gender strategy in their working principle, levels of community participation disaggregated by sex in their project, analysis of project impact on women and men and some indicators to measure the attainment of gender integration in the realization of the project objective.

#### **2.3.3.2 Training**

- Training regarding gender analysis is an effective way for promoting gender sensitive projects. Project staff members and other stakeholders

in the project implementation are the right target to give the training. Identification of obstacles that are hindering women's participation from attending such capacity building program should be identified and suitable training materials should be adopted for both literate and illiterate targets.

#### 2.3.3.3 Meeting

Conducting regular meetings between project staffs and villagers is a recommendable approach to build partnership between the two actors, to exchange ideas, needs, problems, to follow up the status of project activities, to observe cultural barriers for men and women to meet together, and to enhance the knowledge to community member concerning gender issues.

#### 2.3.3.4 Construction

To enable women and men beneficiaries participate appropriately during construction the following issues should be considered

- Identify the involvement of local people (women and men) in the construction work whether voluntarily or on the basis of payment.
- Identify if a voluntary labour contribution increase the workload of women and men this may hinder the contribution of free labour by the community for the project.
- Examine the means how women and men are benefiting from the project by providing their free labour.
- Examine the conveniences of time schedule for contributing free labour for women and men.
- Identify if there is a plan to give training for those providing labour.
- Finding out if construction has been timed to follow preliminary software activities such as training.

#### 2.3.3.5 Operation and Maintenance

- Provision of tools and skills, raising the awareness of the villages' responsibilities in maintaining their own water supply system is essential.
- Adequate training should be given to village women and men where to report any damages on their system.
- Access to communication system between villages and project staff should be established.

#### 2.3.3.6 Administration And Management

- Managerial and technical training should be given to women and men to facilitate women's traditional management role for water in particular.
- In most parts of the country conducive conditions are not available to encourage the involvement of women in the management of water supply systems. Men own most of the management roles and positions. Thus equal participation of women and men in decision-making, working as pump care takes, representation of women in the key positions for the water committee and other issues should be considered.

### 2.3.4 Monitoring and Evaluation Phase

Monitoring and evaluation are integral elements of a gender sensitive water project and should be developed in the early stages of project preparation and design to identify the roles played by women and men. Monitoring the project impact on women and men during the project implementation helps to make the necessary adjustments. Participatory monitoring and evaluation exercise helps to facilitate community involvement. A comparative study of projects help to evaluate impact of project using a gender sensitive approach and with this project where gender issues are not considered.

2.3.4.1 General issues to be considered during monitoring and evaluation are the following.

- The percentages of women's and men's participation and the types of roles played.
- The participation of women and men in the collection and analysis of data for the feasibility study and needs assessment.
- The use of beneficiary women and men recommendations.
- Identifying if roles and responsibilities are changed as a result of a water project intervention.
- Is the number of women and men participating were more or less the anticipated number and why was the number different?
- Is the possible negative impact of the project were realistically foreseen and planned?
- Is barriers to women's participation anticipated and is alternative approaches were found
- Is there have been lessons learned about gender issues during the project life cycle?

2.3.4.2 Specific issues needs to be considered during this stage of project are:

- **Technology:** Whether Beneficiary women and men were consulted and involved in the choice of technology such as the selection of sites for water scheme, (spring, pump, well) and if they were consulted for the establishment of facilities such as washing, bathing and facilities for animal should be assessed during monitoring and evaluation phase.
- **Responsibilities concerning water transport storage and use:** The issues of roles and responsibilities of women, men, girl and boy, community members in the areas of water transport, storage and use before and during the introduction of the project and if these roles and

responsibilities have changed and the views of men and women towards these changes should be assessed.

- **Satisfaction level by project users:** The monitoring and evaluation exercise should assess if village women, men, girl and boy, were satisfied with newly introduced water and or sanitation systems, why were they happy and if not why not? And if they were satisfied with the way the project was implemented and what changes they would like in the future should be assessed.
- **Involvement in operation and maintenance:** The knowledge and skill attained by women and men and the roles played to maintain water schemes as maintenance worker, care taker, manager of facilities etc and the percentage of women and men trained and involved on going basis should be assessed.
- **Training:** The issue of training as regards to women's and men's participation in training, the type of training received and the impact of this training on project success, the percentage female and male trainees, the socio economic status of trained community members and if training materials for no literate trainees were specifically designed and used should be assessed during monitoring and evaluation.
- **Beneficiaries' contribution:** The monitoring and evaluation process should critically look into issues of beneficiary women and men contribution in cash, materials, labour, time. The type of arrangement for contribution, if men and women had similar arrangement if they think the arrangement was fair and equitable and if they would recommend for change for a similar or another project.
- **Availability of time:** Assessment of the time budget if the project resulted in additional free time for women and men, what this additional time is used for example child care, income generation, for food preparation, agricultural activities training etc should be a major part of the monitoring and evaluation exercise.

Whether additional free or decreased time affect women differently depending on the season of the year and if there is seasonal variation in the effect and the type of variation should be monitored and evaluated.

The type of benefit received by women and men from the free time and the views about the benefit such as economic, health etc should be assessed.

Whether the project resulted in increased burden on women's or men's time through additional responsibilities such as, more time need for meeting, fee collection, maintenance etc and what they feel about this effect should be assessed.

- **Health/Hygiene:** The role of women and men in health and hygiene related activities and training, and if there were trainings offered for community health workers and the percentage of women and men in these trainings and, if there were difference performance among women and men and the turn over rates should be monitored and evaluated.
- **Committee/Women's Groups:** The monitoring and evaluation aspect should critically look into the issue of water and sanitation committee interms of the number of committee members, the sex distribution, the roles played by male and female members in the management and decision making, the training received to improve their performance. In areas where the cultural set up doesn't encourage women and men to work together if separate women's committees were formed.

**Source: Adopted from Gender Source book for water and sanitation projects, UNDP-World Bank/PROWWESS, 1995.**

## CHAPTER III

### Gender Mainstreaming Checklists

Gender mainstreaming checklists are specific project parameters and guidelines that are developed to lead the project planners implementers and those involved in the follow up of project progress and impact to check and follow up the integration of gender concerns at each stages of a water resource project. They help to ensure that each project phase has addressed issues pertaining to women's and men's needs, desires concerns, conditions, participation, benefits etc. Hence the following checklists are the proposed guidelines to be considered at each phase in a project cycle.

#### 3.1 GENDER MAINSTREAMING CHECKLISTS AT PROJECT LEVEL

##### 3.1.1. Project planning (preparation) phase

Checklist for data collection and base line information are:

- What is the existing policy environment as regards to the mainstreaming of gender in the area where the project is being developed?
- Are project personnel, community leaders, men and women concerned in the project agree in to the idea of equal participation of women and men?
- Will the project develop means and mechanisms to mainstream gender at each levels of the project?
- Will the project in its plans state clear objectives and strategies to integrate gender at each phase?
- Will the project plan indicate the composition of project personnel disaggregated by sex type of training?
- Will the project intend to integrate periodic training and awareness creation forum for project personnel and beneficiary women and men on gender issues?
- Did women and men among the beneficiary community participate in baseline information gathering phase and were they consulted about their desires, situations, wants and needs?
- Has the baseline information included critical issues of gender in water projects such as the type of water technology?
- Have women of different socio economic status in the community been consulted?
- Were basic information being gathered? To assess women's status in relation to water and sanitation such as:

- Women's, men's and children role in the provision of water for the household
- Women's role in the maintenance of family health and hygiene
- Their knowledge and skill in water and sanitation
- The conditions of water storage and use
- Means of transport and storage for water
- Women's contribution to the management of water
- Their role at management of community water scheme
- Women's role in community environment sanitation
- Women's time and labour devoted in performing family maintenance activities and to water and sanitation
- Economic activities performed using water such as vegetable gardens, construction of house, pottery etc
- Assessment of the negative impacts of the time spent on collecting water on women's lives, economic social, political, personal development etc
- Gathering information on men and children's contribution and willingness to share the responsibilities in the provision of water to their families
- Assessing the desired changes that women want in reference to water and sanitation issues in the community?

Gender mainstreaming checklists during project planning are:

- The prevalence of constraints in relation with legal, economic, cultural/social factors hindering the women's participation in the planning and implementation of water and sanitation projects and the preparations to reduce and eliminate these constraints.
- The degree of willingness by the community (men and women) including women family heads to participate and own the project.
- What are the roles played by women and men in the community social and economic structures?
- Do women and men express their need and desire for the project?
- Do women accept the design interms of suitability of the technology, water quality, and type of source, site, quantity, sustainability and cultural acceptability?
- Is there any existing opportunity to enhance women's economic growth and efficiency?
- What actions are needed to increase women's access and control over resources and the existing opportunities in relation with their needs in the national water resource development?
- Are women allowed to involve in the identification of their own needs in setting project goals and objectives?

- Is the project component compatible with the sector gender focused roles and responsibilities of the sector?
- Is the project proposal related to the earlier activities?
- Will the project enhance women's economic empowerment, reduce their workload and increase their access and control to development information and other resources?
- What will the project impacts be as to the improvement of the gender relation between women and men in the project area?

### **3.1.2. Design Phase**

Checklists for project impact on women's and men's activities are:

- Does the project component agree with the sector gender focused roles and responsibilities of the sector?
- Does the project intend to improve or change women's and men's in water and sanitation? How feasible is it and what are the positive and negative effects?
- How can the project design be improved to increase the positive effects and reduce the negative ones?

Checklists for project impact on women's access and control over resources are:

- How will the project affect women's and men's access and control over the resources and benefits as regards to the production of goods and services?
- How will the project affect women's and men's access to and control over resources and benefits in terms of the reproduction and maintenance of human resources?
- Did the project objectives address issues identified during the baseline study?
- Has a system been developed to monitor impact involving community women and men?
- Does the project contribute to reduce women's workload?
- What measures are taken to address cultural and existing obstacles preventing women's participation through such designs as:
  - Organizing an informational and separate meeting for women convenient place and time for meeting and seating arrangement.
  - Sensitization and awareness creation for community leaders, men and women.
  - Will women be able to participate motivated by their interest?

- Is women's indigenous knowledge being recognized and used to identify appropriate water project location and design?
- Are women consulted to suggest appropriate persons for local maintenance and management who are committed, are trust worthy have the skill and time to effectively manage the given responsibility?
- Are women's indigenous communication skills being used as the project communication approach?
- Are women and men consulted and participated in deciding on citing of facilities, provision of washing and bathing facilities, community contribution in the form of cash, labour, time materials etc?
- Does the project consider the special needs of marginalized groups such as poor illiterate women?
- Does the project consider the technical, managerial, health and workload implication and provide adequate information to the community on the issues to enable them understand the implication and make choices?

### **3.1.3. Implementation**

Gender mainstreaming at this stage shall address issues such as gender aspect of project staff; organizational capacity to implement gender concern; financial status; and access to information networking.

- Are women able to contribute in construction work with out incurring additional workload on them?
- Is there a possibility to use and apply the villages (women and men) knowledge in the construction of the project?
- What type of contribution can be obtained from women and men for the project interms of voluntary labour and financial contribution?
- What are the expected roles of men and women during construction work? Is there training opportunity to help women's involvement and any form of compensation for additional workload and time spent?
- Is there back up service for larger repair?
- Are women satisfactorily participating in the maintenance of their system?
- Is there a strategy to follow the adequate use of facilities?
- Do women, men and children have alternative for safe water supply and sanitation disposal when facilities break down?
- Is there a need to train women and men in the actual construction, operation and maintenance of water supply schemes and on health and sanitation?

- Is there an opportunity to provide the required information for women and men regarding the equipment needed for repair, supplies of parts and the place where they are available?
- Will women and men receive gender training on legislative right for water land, education? etc
- Is the project staff gender sensitive and aware of the specific gender needs of women and men?
- Does the project staff have the appropriate skill to provide the inputs?
- Are there adequate opportunities for women to participate in project management position?
- Is there female staff to reach women beneficiaries?
- Is their adequate organizational capacity to address the needs of female and male beneficiaries interms of the need for access to resources?
- Does the institution have the organizational structure such as the existence of gender focal point, net working with other organization and with in the different sub sectors and department to address the needs of female and male beneficiaries?
- Is the project delivery channel accessible to women interms of distance or location and timing?
- Are there means and mechanisms to control the delivery of service and project resource by men women and to control appropriate delivery of project services?
- Is there sustainable and adequate funding facility for the project to continues operations?
- Is there adequate fund to assist women access and control over water resource?
- Are women and men satisfied with the cost sharing expenses incurred during the project implementation?
- Does the project information system allow following impact of project on women and men?
- Have women as individual and groups being involved to participate in the information delivery as motivators, maintenance activities and gender trainers and as advocates for gender qualify concern in water resource projects?

#### **3.1.4. Monitoring and evaluation phase**

Gender mainstreaming monitoring and evaluation are the following:

- Does the project measure the project impact on women and men?
- Does the project provide adequate sex-disaggregated data to assess changes in women and men's involvement in the project and their access and control over management of resources?

- Are women and men involved in the setting of indicators and data requirement?
- Are periodic and adequate data collected to enable proper changes and adjustment of project?
- Are women involved in monitoring and evaluation of data in collection and interpretation activities?
- Are there basic gender concerns for the project identified?
- Are project personnel aware of gender issues?
- Are women, men and community members trained on gender issues, as health educators, water scheme operator, caretakers and educators and what is the percentage of women and men?
- Do women have access to health education?
- Do women gain economic benefits from the project form the time saved?
- What activities are women engaged with the saved time?
- Are women consulted in the choice of technology, project site, and on the construction of additional facilities such as construction of water trough for cattle, bathing and washing facilities at water schemes?
- Can women's participation with in the project be enhanced an effective impact and result to their empowerment?
- Do women have managerial decision-making power and position in the project and how?
- Are women represented in the community water project and what is the ratio of women and men project committee members?
- Is there any affirmative measure taken to enhance women's participation in project activities such formulation of project guidelines and regulation, gender awareness creation for beneficiaries particularly to community leader, men project personnel and women?
- Are women and men community member satisfied with the project?
- Are the findings of the monitoring and evaluation exercise make known to project personnel and are they involved in the whole exercise?

Some checklists to measure the sustainability of water development projects are the following

- Is the project able to deliver an appropriate level of benefits for an extended time period after the withdrawal of project donor agencies?
- Is the technology appropriate, affordable; are users involved in the choice, low cost sanitation system, proper wastewater treatment, and adequate quality and quantity of water?
- Are users (men and women) convinced that the water supply and sanitation provisions are a benefit worth making for them?

- Is the project cover its costs; is tariff setting and collection acceptable and manageable by the community (men, women, poor and rich)?
- Is the water source profited?
- The involvement of all stakeholders in the project.

## **3.2 GENDER MAINSTREAMING AT FEDERAL, REGIONAL AND COMMUNITY LEVEL**

These checklists are principles and guidelines that are indicators of the integration of gender in the overall activities and mandates of Federal and Regional Water Sector institutions and at community levels and these checklists are

### **3.2.1. At Country and Institutional Level**

- The existence of government policy guidelines for mainstreaming gender
- The integration of gender concerns in the national economic planning and auditing exercise
- The establishment of gender machineries and focal points at different government and nongovernmental organization

### **3.2.2. At Federal and Regional Level**

- Water sector institutions having a gender guideline to address gender issues.
- Institutional staff trained on gender and development including gender analysis techniques.
- Availability of information on issues of gender and water resources disaggregated by sex from the relevant departments and services in the ministry. Such as training opportunities given to employees from organization and training service, equal opportunities for men and women employees in promotion from administrative and finance service, sex disaggregated information from data compilation, and others.
- Setting of specific gender sensitive staff recruitment guidelines and personnel management procedures encouraging equality concern among female and male staff.
- Experience in the provision of equal training and staff upgrading guidelines interms of promotion, training and placement of female and male employees.
- Experience of water sector programmes which have achieved exemplary role to enhance female participation in decision making positions.

- Experience of water resource projects and programmes that have involved women and men community members at all levels of the programme and project cycles.
- Experience in the use of a gender sensitive approach in technology development and dissemination for water resource development.
- The establishment of gender sensitive information system and the disaggregation of available information by sex.
- The position of female employees interms of their educational status and profession, decision making power, salaries, working conditions and other employment condition in the organization.
- Women groups active in water sector activities and voluntary organizations where women are actively involved.
- Attitudes of institutional personnel towards gender equality and equal participation and benefit for women and men in sectoral activities.
- On the basis of the power and duties of the ministry of water resources, mainstreaming gender issues in to the entire activities and mandates of the ministry is highly essential for sustainable water development programmes. Taking into account the organizational structure and the duties and responsibilities of each department and service with in the ministry, streamlining of the activities of Women Affairs Department is mandatory for the following reasons:
  - To design gender sensitive reporting formats and to monitor its application in collaboration with planning and project department,
  - To formulate gender sensitive water codes, guidance in collaboration with legal service,
  - To receive support from the higher management bodies within the ministry,
  - To give training for the female employees in the ministry and to conduct gender sensitive training for regional bureaus,
  - To ensure the equal chances given for male and female workers regarding promotion, and other activities in close cooperation with administration and finance,
  - To incorporate gender concerns in the working plan of water supply and sewerage and design department,
  - To include gender issues in the master plan studies of major river basins and other sub basins.

### **3.2.3. At community level**

- Identifying the reasons for women's interest in water and sanitation improvement against men in the community.

- The status of women and men in terms of their roles and responsibilities, economic, educational, health, decision making power participation in the community.
- The existence of women's groups actively involved in the promotion of water resource development activities.
- Representation of women in water committees.
- Types of roles and responsibilities of female water committee member.
- Existence of water and sanitation projects and infrastructure in the community and the roles and responsibilities of women and men in these structures.
- Existing water and sanitation systems and attitudes and practices.
- Women's and men's experience, and choice for alternative water technologies.
- Social and cultural consideration in practice affecting women's water and sanitation preference and practice.
- Family hygiene practice by male and female members and the household as a whole.
- The capabilities and potentials of women and men in terms of their decision-making roles of women at community family, literacy status and marital status and family headship.
- Women's and men's capabilities to contribute cash, material, labour inputs.
- Types of communicable disease and magnitude in the community.
- Women's and men's participation in water resource management activities such as caretakers, pump repairer, technicians etc.
- Women's and men's indigenous knowledge systems in the management of water resources.
- Sustainability of existing water schemes.
- The integration and participation of female farmers in irrigation schemes.
- The consideration of female community member needs and conditions in the development of hydropower and master plan studies and integration of gender concerns at all levels of hydropower and master plan project development and implementation.

## CHAPTER IV

### **Quantifiable and measurable indicators for the integration of gender in the water sector**

To ensure the mainstreaming and integration of gender at institutional community and project levels the development and use of gender sensitive indicator is a major tool and the use of these indicators is the duty and responsibilities of all those involved at the development and implementation of water resource programmes and projects gender sensitive indicators are thus tools for auditing gender concerns in water resource programmes and projects at all levels

The women's affairs focal points at federal and regional levels would assist programme and project personnel, planners, decision makers and women and men community members to be gender sensitive and concerned in their involvement to implement a gender sensitive approach in all the activities of the water sector.

This is done through the provision of a continued gender training advocacy and awareness creating exercise and through the development and use of gender sensitive indicators for monitoring and evaluation of programme and project activities in the water sector.

For federal and regional water sector institution to effectively mainstream gender concerns and perspectives into all aspects of the water sector activities the development and use of gender responsive indicator becomes the responsibilities of each and every actor, professionals policy makers, planners beneficiary communities, men and women and partner institutions.

There are many different types of indicators

- **Risk/enabling indicators:** on the pre-conditions and gender environment that influences the project, including gender. E.g. degree of long terms commitment by Donors.
- **Process indicators:** to measure how the implementation activities are carried out, so that we can see what is leading/has led to the desired results. E.g. the participation of women and men in key decisions for the community service by age, economic and marital status, religions ethnic group etc.
- **Input indicators:** On what resources are put in to the project for gender, and by gender E.g. levels of input of women and men at different levels to identification and planning

- **Output indicators:** Show us the immediate results of the project at the time or immediately after the project have been completed. E.g. benefits going to men and women, by socio-economic grouping and sex.
- **Outcome & impact indicators:** give us the ultimate results of the project after the implementation is complete and as time progresses and show what the impact of the intervention is on the people, their lives and positions. E.g. uses made of community benefits by sex, socio-economic grouping, ethnicity and age.

#### **4.1. CRITERIA FOR SETTING/FORMULATION OF INDICATORS**

There is obviously no such thing as a set of universal indicators. Users must design and adapt indicators for their own purposes. The most important criteria to bear in mind are:

- 4.1.1. Indicators should be developed in a participatory fashion, including all stakeholders whenever possible.
- 4.1.2. Indicators should be relevant to the needs of the user and at a level that the user can understand.
- 4.1.3. All indicators should be set disaggregated.
- 4.1.4. Both qualitative and quantitative indicators should be used.
- 4.1.5. Indicators should be easy to use and understand.
- 4.1.6. Indicators must be clearly defined.
- 4.1.7. The number of chosen should be small. A rule of thumb is that up to six indicators can be chosen for each type of indicators can be chosen for each type of indicator (input-outcome).
- 4.1.8. Indicators should be technically sound.
- 4.1.9. Indicators should measure trends over time.
- 4.1.10. The ultimate focus should be on outcome indicators.

## **4.2 GUIDE TO FORMULATE GENDER -SENSITIVE INDICATORS**

- 4.2.1 Indicators are not neutral tools; like all methodologies, they are influenced by political values and contents.
- 4.2.2 Gender-sensitive indicators measure gender-related changes in society over time.
- 4.2.3 Qualitative and quantitative indicators should be used together. In recent thinking, qualitative methods have assumed greater importance, as they focus on empowerment and participation.
- 4.2.4 Objectives must be clearly set as possible, and indicators must be closely related to objectives.
- 4.2.5 Indicator types correspond to each part of the project cycle: risk/ enabling, input, process, out put, outcome. The terms used for indicators are less important than how the indicators are defined.
- 4.2.6 Base-line studies should be conducted, using data disaggregated by sex, socio-economic and ethnic grouping and age, against which progress and results can be measured.
- 4.2.7 The most important indicators for project evaluation are outcome indicators.
- 4.2.8 The time frame within which objectives are to be met and indicators to be used should be set out as clearly as possible.

### 4.3 PROPOSED INDICATORS FOR MONITORING AND EVALUATION FOR INTEGRATION OF GENDER ISSUES IN WATER SUPPLY AND SANITATION PROGRAMS (AT PROJECT LEVEL)

OBJECTIVES	INDICATORS OF ACHIEVEMENT
<b>Technical performance of the water supply</b>	<ul style="list-style-type: none"> <li>a. sufficient water available/not available; at what times; and for what uses by men and women;</li> <li>b. availability of spare parts and means of operation and maintenance by men and women;</li> <li>c. general operation (opening and closing hours, appropriate fencing and drainage around water point, appropriate distribution, distance from source, cleanliness of water point and surroundings);</li> <li>d. type and frequency of breakdowns;</li> <li>e. repairs; how much time after breakdowns;</li> <li>f. choice of users friendly technology;</li> <li>g. community, involvement and information about technology choice.</li> </ul>
<b>Managerial performance of water committee and gender aspect</b>	<ul style="list-style-type: none"> <li>a. committee meets frequently, and is active in maintenance, supervision, and problem solving;</li> <li>b. contributions and payments are properly registered funds are kept safely;</li> <li>c. performance and composition of committee members (men and women).</li> <li>d. men and women in the community recognize the importance of sharing responsibilities in managing improvements in water supply and hygiene</li> <li>e. the presence of affirmative actions for female committee members</li> </ul>
<b>Water use and Environmental Sanitation</b>	<ul style="list-style-type: none"> <li>a. household latrines increase in number with population growth;</li> <li>b. latrines are used and maintained by men and women;</li> <li>c. improved hygiene practices in the community;</li> <li>d. awareness on sanitation and water related diseases by men and women;</li> <li>e. awareness on potential benefits gained from piped water by women, men, girls, boys;</li> <li>f. women's own perceptions on utilization of improved source;</li> <li>g. behavioral changes on basic hygiene on the use of improved source;</li> <li>h. provision of basic hygiene for women, girls and boys at home and at clinic for community and</li> </ul>

OBJECTIVES	INDICATORS OF ACHIEVEMENT
	<p>staff uses effective hygiene education method;</p> <ul style="list-style-type: none"> <li>i. community members involvement in sanitation programmes from planning to management to sanitation promotion;</li> <li>j. cost sharing by men and women in building latrines ;</li> <li>k. latrines, which are non-polluting, affordable, users construct and maintain by men and women.</li> </ul>
<b>Continuous involvement of users</b>	<ul style="list-style-type: none"> <li>a. water charges, or contributions towards operation and maintenance of new facilities are being paid regularly, and who carries burden (men, women, or both),</li> <li>b. general satisfaction with the improvements and their functioning for women, men, rich and poor,</li> <li>c. general satisfaction with the work of the water and sanitation committee for men, women, rich and poor</li> <li>d. general satisfaction from the benefit of water supply project.</li> </ul>
<b>Performance of the agency project staff in supporting the community</b>	<ul style="list-style-type: none"> <li>a. number of visit (per week or month) or a project staff member;</li> <li>b. contacts of community development workers or health workers in the community (discussions with whom, where, etc)</li> <li>c. appropriateness and usefulness of training of community members</li> <li>d. the participation of health workers in the quality supervision and preventive measures to project the water source from pollution.</li> </ul>

## **4.4 IMPORTANT INDICATORS TO MONITOR AND EVALUATE THE MAINSTREAMING OF GENDER CONCERNS AT FEDERAL AND REGION LEVEL**

### **4.4.1 Indicators to Monitor Gender Mainstreaming at Federal and Regional level**

- Frequency of gender issues in the reports of other technical departments.
- Number of gender sensitive master plan studies, basin studies, the gender sensitive policy, water laws, etc.
- The level of positive attitudes of higher officials within the ministry.
- The level of support given to women's affairs department.
- Number of projects evaluated by women's affairs department.
- Timely information flow among women's affairs department and regional focal points in water, energy and mining bureaux.
- Preparedness of the Regional Water, Energy and Mining Bureaus to organize special training courses for focal points and for women (in leadership, community participation, problem solving, community financial management, hygiene and sanitation, operating procedures and maintenance).
- The number of women in the managerial, engineering and policy-making levels in the ministry.
- Number of water sector institutions having a gender sensitive guideline or policy to address gender concerns in their respective organization
- The percentage of budget allocated by the sector to address the needs of women and men in water and sanitation
- Percentage of fund distribution to women and men in terms of salary, training, purchase of materials and supplies etc
- Proportion and percentage of female and male professionals and employees disaggregated by position salary, profession etc
- Types of training opportunities at institutions and the percentage of female and male professionals and support staff having access to training opportunities disaggregated by type of training, duration for training and cost
- Number of institutional staff having received gender training disaggregated by gender
- Number of gender training and awareness creation programmes conducted by the institution
- Percentage of water sector projects and programmes involving women and men community members at the different stages of projects and programmes
- Number of water sector institutions and programmes that employed a gender sensitive approach in technology generation and dissemination

- Number and percentage of water sector institutions that disaggregated their information system by gender or sex
- Number of water sector institutions, departments using gender sensitive indicators to monitor and follow up their programmes
- Number of water sector institutions and departments that established a net work and collaborative effort and mechanism to work closely with the gender machineries and focal points in the sector

#### **4.4.2 Indicators to Monitor Gender Mainstreaming at Community Level**

- The number of women who have technical skills required for concrete participation.
- Percentage of women and men participating in water sanitation activities
- Percentage of women trained as maintenance and repair persons and health educations, leadership and management
- Percentage of women in charge of operations and repair of water scheme factitive
- Percentage of women water committee members
- Number and existence of water organization
- Percentage of women and men project beneficiaries
- Impact of water and sanitation programmes on women's economic status and productivity, reduction of workload, water related health problems and participation of women in community affairs
- Improvement in women's and men's knowledge, skill, attitude and practice in the areas of water sanitation and personnel hygiene and use of water
- If women have used the water supply for diversified activities such as vegetable garden, brewing, washing clothes and the list of such activities
- Types of inputs provided by women and men labour, finance, material etc)
- Proportion of female farmers participating and benefiting from irrigation schemes
- Number of hydropower and master plan project that considered the specific needs of women and men in the project area
- Number of displaced households and farmers at hydropower project sites disaggregated by sex
- Attitudes and views of men and women's community members about the benefits, needs and constraints as regards to the existing hydropower project and master plan in their community

#### **4.4.3 Indicators for Gender Mainstreaming Evaluation at Project Level**

- The types of roles and responsibilities of women and men as agents and beneficiaries in water sector development programmes
- Does the project integrate gender concerns in the evaluation process
- Were the project objectives and stated indicators related to gender realized. If not what were the reasons
- Did the project increase women's and men's access to the project resource interms of educations, income, safe water, decision making, labour saving and appropriate technology, income, improved health care and sanitation facilities etc
- Did women and men participate in project design and implementation
- Did the project or programme provide measure to enhance the participation of female agents and beneficiaries
- Did the project allow for the development of ownership of the water scheme of project among women and men and legal framework and provision taken to sustain the ownership of the scheme by women and men in the community
- The number of women and men involved in maintenance of the water scheme for day to day maintenance, and operation and for emergency repairs
- The number of women and men trained on repair and maintenance and the overall management of water schemes
- Types of benefits gained by women and men, girls and boys
- Women's capacity to utilize the water scheme interms of cost distance and other factors
- Improvement of personnel and environmental hygiene such as clean clothes, water containers etc
- Improvement of food security status and economic situation of women and men by beneficiaries of irrigation schemes
- Satisfaction of women and men in project areas by the development and establishment of a master plans and hydropower projects.

# Annex 1-2

## Harvard Analytical Framework: A Tool For Gender Analysis

Using the Harvard Analytical Framework as a tool to collect information in a community where a water project is being developed helps to understand the different roles, responsibilities, access and control over resource and the specific constraints and opportunities for women and men in a given water resource project area.

### Components of the Harvard Analytical Framework include Activity Profile:

The Harvard Analytical framework helps to assess the distribution of labour among men and women, boys and girls in a given community. It looks into the labour factors such as: -

- Who does what?
- How much time do women, men, boys and girls spend in collecting water
- The location and distance from water points
- The seasonal variation of work for women men, boys and girls in the collection of water and management of water scheme

The framework helps project personnel in the water sector to identify the duties, responsibilities, constraints and to select the right target for their intervention in water resource activities.

The Activity profile in this framework is categorized into productive reproductive and community management work as stated in the following table, and the staff doing gender Analysis using the Harvard analytical framework could use the table for the analysis of the gender division of labour in targeted communities.

### 1. Activity profile

Type of activity	Women/Girls	Men/Boys
<b>1. <u>Productive Activities</u></b> Activities that generate income for the household: <ul style="list-style-type: none"><li>• Paid employment, e.g. care takers of water point, water vending</li><li>• Income in kind, e.g. work on vegetable production</li></ul>		
<b>2. <u>Reproductive Activities</u></b> Domestic activities that increase		

Type of activity	Women/Girls	Men/Boys
<p>household resources</p> <ul style="list-style-type: none"> <li>• Collection of Fuel</li> <li>• Collection of water</li> <li>• Control of water use in home</li> <li>• Cooking food, washing clothes</li> <li>• Caring for children, etc.</li> </ul> <p><b>3. <u>Community Management activities</u></b> <b><u>such as:</u></b></p> <ul style="list-style-type: none"> <li>• Creation of distribution of items for collective consumption, e.g. clean water</li> <li>• Attending to Funeral, Wedding Ceremonies etc.</li> <li>• Participation in Water Committee Meeting</li> <li>• Edir, Ekub</li> <li>• Collective activities such as Debo etc.</li> <li>• Participation in keeping the sanitation of water points</li> </ul>		

**Source: Adopted from Harvard Analytical Frame Work 1985**

## Access and Control Profile

This section of the Harvard Analytical framework enables project personnel and other stakeholders involved in gathering relevant information about women and men in a targeted community to understand the status of women and men as to:

- What resources are available?
- Who has access to these resources?
- Who controls over these resources?
- What resources women and men in a water project area require to effectively implementing the project?
- How will the status of women and men interms of access and control over the identified resources affect the implementation of a sustainable water scheme in the given community.

Thus, recognition of the different status of women and men interms of access and control over resource helps project personnel in the water sector to identify the gap and to undertake action to narrow this disparity by designing action with in their project to improve women’s access to and control over resources.

### 2 Access and Control Profile

	Access		Control	
	Women	Men	Women	Men
<b>Resources</b> Land Labour Capital Technology Education and Training Employment Health Service etc.				
<b>Benefits</b> <ul style="list-style-type: none"> <li>• Knowledge and Skill</li> <li>• Financial</li> <li>• Asset Ownership</li> <li>• Improved Status</li> </ul>				

**Source: Adopted from Harvard Analytical Frame Work 1985**

**3. Analysis of factors influencing the division of labour accesses and control over resources and benefits.**

This section of the Harvard analytical framework helps identify those determinant factors that influence gender relations in a given community, these are socio cultural, political economic, religions and other development related factors which have a positive or negative influence over the position of women and men in a targeted community for water resource development and they are: -

- Socio cultural factors
- Religions beliefs and values
- Political factors
- Education and Training
- Economic factors etc

**3. Analysis of Factors and Trends**

<b>Women Status Compared to men</b>	<b>Lower</b>	<b>Equal</b>	<b>Higher</b>
Participation and position in decision making at <ul style="list-style-type: none"> <li>• Household</li> <li>• Community</li> <li>• Institutional level</li> </ul>			
Educational Status Health Status Nutritional Status			
Mobility			
Image Self image Image in Society			
Others			

**Source: Hilary Sims Feldstein Frame Methodologies Hand Book for Gender Analysis, 1994**

The Harvard Analytical Framework can be used effectively for the generation of basic data and the development, planning and for monitoring and follow up of progress and impact of intervention for a given water resource project or programme in a given community.

**Harvard method: checklist**

The following sets of questions are the key ones for each stage of water project cycles identification, design, implementation, monitoring and evaluation.

### **Women's dimension in project identification assessing women's needs**

1. What needs and opportunities exist for increasing women's productivity in the production?
2. What needs and opportunities exist for increasing women's access to and control of resources?
3. What needs and opportunities exist for increasing women's access to and control of benefits?
4. How do these needs and opportunities relate to the country's other general and sectoral development needs and opportunities?
5. Have women been directly consulted in identifying such needs and opportunities?

### **Defining general project objectives**

1. Are project objectives explicitly related to women's needs?
2. Do these objective adequate reflect women's needs?
3. Have women participated in setting these objectives?
4. Have there been any earlier efforts?
5. How has the present proposal built on earlier activity?

### **Identifying possible negative effects**

1. Might the project reduce women's access to or control of resources and benefits?
2. Might it adversely affect women's situation in some other way?
3. What will be the effects on women in the short and long term?

### **Data Collection and analysis**

1. Are the data collected with sufficient frequency no that necessary project adjustments could be made during the project?
2. Are the data fed back to project personnel and beneficiaries in an understandable form and on a timely basis to allow project adjustments?
3. Are women involved in the collection and interoperation of data?
4. Are data analyzed so as to provide guidance to the design of other projects?
5. Are key areas of women in development identified?

**Source:** The Oxfam Gender Training Manual, 1994.

## Practical Gender Needs and Strategic Gender Needs

Practical Gender Needs	Strategic Gender Needs
<p><b>Practical Gender needs are related with role performance:</b></p> <ul style="list-style-type: none"> <li>• Tend to short-term</li> <li>• Related to daily needs</li> <li>• Easily identifiable</li> <li>• Can be addressed by specific inputs; food, hand pumps, clinic, etc.</li> </ul> <p><b>Examples of actions that address women's practical needs:</b></p> <ul style="list-style-type: none"> <li>• Reducing their workload, for example convenient location of standpipes and hand-pumps; providing grinding mills, developing fuel-efficient stoves.</li> <li>• Improving health, for example primary health centers; child spacing/family planning advice; clean water supply.</li> <li>• Improving services, for example primary schools; transport facilities; housing infrastructure.</li> <li>• Improving income, for example skills training, credit, groups; access to markets.</li> </ul>	<p><b>Strategic Needs are related with status:</b></p> <ul style="list-style-type: none"> <li>• Tend to be long-terms</li> <li>• Common to almost all</li> <li>• Related to disadvantaged position</li> <li>• Basis of disadvantaged and hope for change not always identifiable</li> <li>• Can be addressed by; education, enhancing, organizations, political mobilization.</li> </ul> <p><b>Examples of action that address women's strategic needs:</b></p> <ul style="list-style-type: none"> <li>• Improving education opportunities, for example adult literacy classes; female teacher provided as role models; gender neutral textbooks.</li> <li>• Abolition of sexual division of labour</li> <li>• Alleviation of the burden of domestic labour and child care</li> <li>• Removal of institutionalized forms of discrimination such as rights to own land or property</li> <li>• Freedom of choice over child bearing</li> <li>• Measures against male violence and control over women</li> </ul>

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