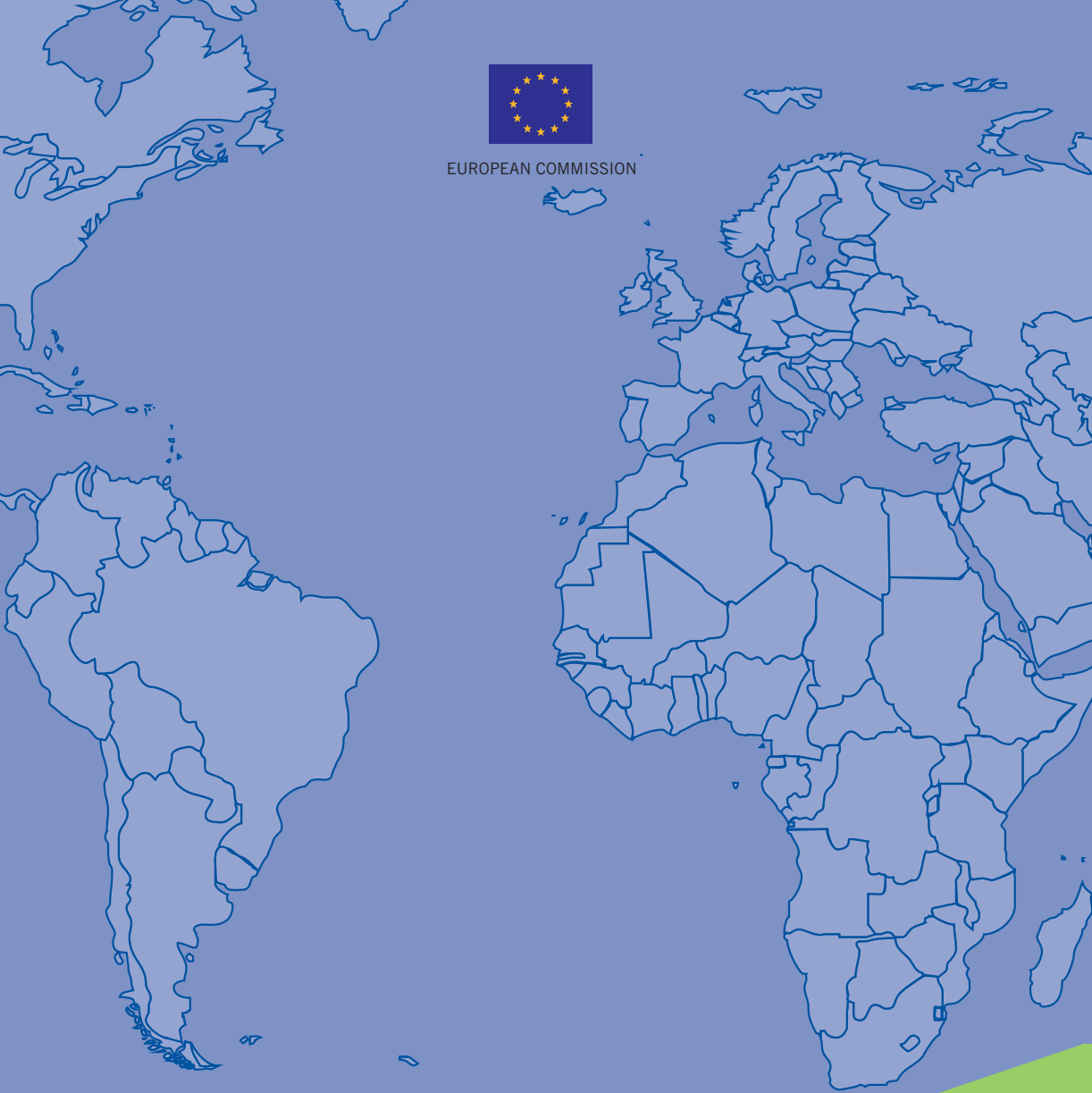




EUROPEAN COMMISSION



# Toolkit

on mainstreaming gender equality  
in EC development cooperation



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ISBN 92-894-8781-X

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CONTACTS AND NETWORKS (CD-ROM)**

## FOREWORD AND ACKNOWLEDGEMENTS

This Toolkit on Mainstreaming Gender Equality in EC Development Cooperation has been prepared for the European Commission by the staff of the EC Relex Family Gender Help Desk\* in collaboration with EuropeAid, the Directorate General for Development and the External Relations Directorate-General. The work has been coordinated by EuropeAid; comments and suggestions can be sent to Daniela Rofi in EuropeAid: e-mail [daniela.rofi@cec.eu.int](mailto:daniela.rofi@cec.eu.int).

Thanks are due to the Gender Focal Persons Network, to the NGOs such as CONCORD task force on Gender and Development, and to the other EC staff, who have kindly contributed their ideas and time.



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\* The EC Relex Family Gender Help Desk is run by the International Training Centre of the ILO



## PREFACE

This Toolkit is part of a larger effort to build capacity for gender mainstreaming in development cooperation of colleagues in the External Relations Directorates and in EC Delegations. The Toolkit is complemented by a range of training and Help Desk services also tailored to their needs.

The EC commitment to gender mainstreaming is clearly set out in the Programme of Action for the mainstreaming of gender equality in Community development cooperation (2001-2006), and is further elaborated in subsequent pages of this Toolkit.

We are of course well aware that achievement of gender equality requires not only political commitment and measures, but also actions on a technical level. Gender inequality reflects an imbalance of power which will not be transformed by the application of tools, however carefully designed. By the same token, political will and commitment need to be channelled and implemented through appropriate technical means. The two dimensions - political and technical - are complementary.

The Toolkit's focus on mainstreaming does not imply that we have forgotten the need for specific actions to be taken where certain groups or categories of women, or men for that matter, are seriously disadvantaged. As clearly stated in the first Chapter of Section One of the Toolkit, gender mainstreaming and specific actions for women, and for men in some instances, are not competing but complementary approaches. All too often the emphasis on "gender" and the need to address women and men's needs in a complementary fashion has led to neglect of the fact that in many cases women are still seriously disadvantaged and need special attention to "level the playing field" before gender mainstreaming can become a reality. The relative emphasis to be placed on mainstreaming or specific actions addressed to either gender can be determined only by a thorough situation analysis, as is repeatedly stressed in the following pages.

It is increasingly noted by experts in the field that the emphasis on technical over political actions and on "gender" as opposed to "women" has resulted in an atrophy of women's machineries and women's organisations in many countries, and that it is these organisations which provide the political impetus which is still necessary for a transformation of the gendered nature of society. This is a situation which needs to be addressed.

Equally we must recognize that all organisations are gendered structures. Gender inequality and imbalance is not just something which happens "out there" in the countries who are our partners in and beneficiaries of development cooperation. I would therefore also like to note that we in the European Commission are making every effort to implement internally the changes which we aspire to achieve through the pursuit of gender equality as a goal of development cooperation.

The Toolkit in being made available for Member States, other donors, third country officials, and other gender experts and will serve to enhance coherence of approach both at policy and programme levels. I would urge all colleagues to make full use of this excellent resource.



Koos Richelle  
Director General  
EuropeAid Co-operation Office



## LIST OF ACRONYMS

<b>ACP</b>	African, Caribbean and Pacific countries
<b>AIDCO</b>	EuropeAid Cooperation Office
<b>ALA</b>	Asia and Latin America development cooperation programme
<b>APRODEV</b>	Association of development organisations in Europe related to the World Council of Churches
<b>BS</b>	Budget Support
<b>CARDS</b>	Community Assistance for the Reconstruction, Development and Stabilisation Programme for the Balkan countries
<b>CEDAW</b>	Convention on the Elimination of All Forms of Discrimination against Women
<b>CIDA</b>	Canadian International Development Agency
<b>CSP</b>	Country Strategy Paper
<b>CSW</b>	UN Commission on the Status of Women
<b>DAC</b>	Development Assistance Committee
<b>DG Dev</b>	Directorate General for Development
<b>DG RELEX</b>	Directorate-General for External Relations
<b>EC</b>	European Commission
<b>ECA</b>	United Nations Economic Commission for Africa
<b>ECOFIN</b>	Economic and Financial Affairs (Council of Economics and Finance Ministers of EU Member States)
<b>ECLAC</b>	United Nations Economic Commission for Latin America and the Caribbean
<b>ECOSOC</b>	United Nations Economic and Social Council
<b>EFA</b>	Education for All
<b>EIDHR</b>	European Initiative for Democracy and Human Rights
<b>EPZ</b>	export processing zone
<b>ESCAP</b>	United Nations Economic and Social Commission for Asia and the Pacific
<b>ESCWA</b>	United Nations Economic and Social Commission for Western Asia
<b>ESIP</b>	Education Strategic Investment Plan (Uganda)
<b>EU</b>	European Union
<b>FAO</b>	Food and Agriculture Organization
<b>FGM</b>	female genital mutilation
<b>FWCW</b>	Fourth World Conference on Women
<b>GAD</b>	Gender and Development
<b>GATs</b>	General Agreement on Trade in Services
<b>GBI</b>	gender budget initiatives
<b>GDI</b>	Gender-related Development Index
<b>GEM</b>	Gender Empowerment Measure
<b>GESCF</b>	Gender Equality Screening Checklist (Formulation Stage)
<b>GESCI</b>	Gender Equality Screening Checklist (Identification Stage)



<b>GFP</b>	gender focal person
<b>GIAF</b>	Gender Impact Assessment Form
<b>HIV/AIDS</b>	Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome
<b>HTP</b>	harmful traditional practices
<b>IBRD</b>	International Bank for Reconstruction and Development
<b>IFAD</b>	International Fund for Agricultural Development
<b>ILO</b>	International Labour Organization
<b>IPEC</b>	International Programme on the Elimination of Child Labour (located at the ILO)
<b>iQSG</b>	interservice Quality Support Group
<b>ISNAR</b>	International Service for National Agricultural Research (now part of International Food Policy Research Institution)
<b>IT</b>	information technology
<b>LFA</b>	Logical Framework Approach
<b>MDGs</b>	Millennium Development Goals
<b>MED</b>	Mediterranean countries (not members of the EU)
<b>MoF</b>	Ministry of Finance
<b>MTEF</b>	Medium-Term Expenditure Framework
<b>MTR</b>	Mid-Term Review
<b>NDP</b>	National Development Plan
<b>NGOs</b>	non-governmental organisations
<b>NIP</b>	National Indicative Programme
<b>NPA</b>	National Programme of Action
<b>NWM</b>	National Women's Machinery
<b>ODA</b>	overseas development assistance
<b>OECD</b>	Organisation for Economic Co-operation and Development
<b>PCM</b>	Project Cycle Management
<b>PFA</b>	Beijing Platform for Action
<b>PoA</b>	Programme of Action
<b>PRA</b>	Participatory Rural Appraisal
<b>PRBS</b>	Poverty Reduction Budget Support
<b>PRSP</b>	Poverty Reduction Strategy Paper
<b>QSG</b>	Quality Support Group
<b>RIP</b>	Regional Indicative Programme
<b>RSP</b>	Regional Strategy Paper
<b>RSS</b>	Regional Support Strategy
<b>SAP</b>	structural adjustment policy
<b>SEAGA</b>	FAO Socio-economic and Gender Analysis Training Programme
<b>SIA</b>	Sustainability Impact Assessment
<b>SIDA</b>	Swedish International Development Cooperation Agency
<b>SP</b>	Sector Programme



<b>SPSP</b>	Sector Policy Support Programme
<b>SWAP</b>	Sector-wide approach
<b>SWOT</b>	strengths, weaknesses, opportunities and threats
<b>TA</b>	technical assistance
<b>TACIS</b>	Programme for Technical Assistance to the Commonwealth of Independent States
<b>TOR</b>	terms of reference
<b>UN</b>	United Nations
<b>UNCTAD</b>	United Nations Conference on Trade and Development
<b>UNDP</b>	United Nations Development Programme
<b>UNESCO</b>	United Nations Educational, Scientific and Cultural Organization
<b>UNFPA</b>	United Nations Fund for Population Activities
<b>UNGASS</b>	UN General Assembly Special Session
<b>UNICEF</b>	United Nations Children’s Fund
<b>UNIFEM</b>	United Nations Development Fund for Women
<b>WHO</b>	World Health Organization
<b>WID</b>	Women in Development
<b>WIDE</b>	Women In Development Europe
<b>WTO</b>	World Trade Organization



## INTRODUCTION

### Purpose and scope of the Toolkit

The primary audience for this Toolkit is European Commission staff working in development cooperation both in Headquarters and in Delegations. EC staff, be they policy-makers or practitioners, may not need to become gender experts, but nevertheless they need information about EC commitments to integrating gender equality in development cooperation and information as to the means of implementing these commitments. It is expected that the Toolkit will also be used by national partners (government and non-governmental), and other donors, as well as by experts engaged to provide technical assistance in the design and implementation of development programmes.

The Toolkit consists of four sections, namely:

#### **Section 1: Handbook on concepts and methods for mainstreaming gender equality**

The Handbook consists of six chapters:

- **Chapter One** provides the rationale, concepts and approaches in relation to mainstreaming gender equality in development cooperation.
- **Chapter Two** presents EC policy commitments and legal instruments dealing with the integration of gender in development cooperation, and an overview of the international context.
- **Chapter Three** focuses on the mainstreaming of gender into Country Strategy Papers.
- **Chapter Four** discusses the mainstreaming of gender in the project approach.
- **Chapter Five** presents information on mainstreaming gender equality in Sector Programmes.
- **Chapter Six** provides tools for integrating gender at various stages in the project/programme cycle.

#### **Section 2: EC priority areas for development cooperation: aspects for gender analysis**

This section provides detailed information on issues to be addressed in order to mainstream gender equality in each of the six priority areas of EC development cooperation.

#### **Section 3: Glossary of gender and development terms**

This section provides a glossary of key terms related to gender and development.

#### **Section 4: Gender machineries, sources of information, contacts and networks (CD-ROM)**

This section provides information on institutions and organisations working on gender at global, regional and national levels, and gives details of how to contact them and access websites.

The Toolkit is designed to be complementary to other Guidelines in current use on project cycle management (PCM) and on sector programmes (SP), as well as being complementary to other programming tools, such as the Guidelines for the Implementation of the Country Strategy Papers (CSPs), discussed in Chapter Three of the Handbook.<sup>1</sup>

<sup>1</sup> Project Cycle Management Guidelines, EuropeAid (March 2004), [http://europa.eu.int/comm/europeaid/qsm/documents/pcm\\_manual\\_2004\\_en.pdf](http://europa.eu.int/comm/europeaid/qsm/documents/pcm_manual_2004_en.pdf); Guidelines for European Commission support to Sector Programmes, EuropeAid, (2003), <http://www.sti.ch/pdfs/swap312b.pdf>; Guide to the programming and implementation of budget support for third countries, EuropeAid, DG DEV, DG RELEX (2002), [http://global.finland.fi/koyhyys/aneisto/EU\\_SPS.pdf](http://global.finland.fi/koyhyys/aneisto/EU_SPS.pdf); EC Guidelines for the implementation of the Common Framework for Country Strategy Papers, (2001), [http://europa.eu.int/comm/external\\_relations/reform/document/iqsg\\_04\\_01.pdf](http://europa.eu.int/comm/external_relations/reform/document/iqsg_04_01.pdf).

The detailed Table of Contents provided for each section and the numerous cross-references in the text are designed to assist in identifying very quickly the chapter or section which responds to the reader's needs. The format chosen allows for regular updates and additions.

In addition to the present Toolkit there are in the EC a number of other resources to assist in mainstreaming gender equality in EC development cooperation. These are summarised in the following table.

### Resources for gender equality mainstreaming in the EC include:

- Officials responsible for gender in EuropeAid, DG DEV, and in RELEX
- The EuropeAid Cooperation Office Gender Focal Persons Network, which provides a discussion forum which monitors and makes proposals for mainstreaming gender: <http://www.cc.cec/EUROPEAID/ThematicNetworks/gsg/Networks/newGender/index.ht> (for staff only)
- Websites dedicated to gender issues at [http://europa.eu.int/comm/europeaid/projects/gender/index\\_en.htm](http://europa.eu.int/comm/europeaid/projects/gender/index_en.htm) [http://www.cc.cec/home/dgserv/dev/body/theme/B3\\_theme\\_gender.cfm](http://www.cc.cec/home/dgserv/dev/body/theme/B3_theme_gender.cfm)
- Thematic budget line for Promoting Gender Equality in Development Cooperation (Gender Budget Line), amounting to 3 million euros per annum over the period 2004–2006. Information about the Gender Budget Line can be found at [http://europa.eu.int/comm/europeaid/projects/gender/index\\_en.htm](http://europa.eu.int/comm/europeaid/projects/gender/index_en.htm)
- Gender training in Brussels and in Delegations (Training Unit, EuropeAid)
- Online gender training (Training Unit, EuropeAid)
- Gender Help Desk for the EC RELEX Family, providing services on request: [eu-gender@itcilo.org](mailto:eu-gender@itcilo.org)

The following table provides a summary of the contents of the Toolkit. Note that only the most important locations are mentioned. Information on all the issues listed is to be found throughout the Toolkit.

Issues and information	Location in Toolkit
Key gender concepts and approaches	<p><b>Section 1: Handbook</b></p> <p><b>Chapter One:</b> mainstreaming gender equality in EC development cooperation –rationale, concepts and approaches</p> <p><b>Section 3: Glossary of gender and development terms</b></p>
Policy commitments to mainstreaming gender equality	<p><b>Section 1: Handbook</b></p> <p><b>Chapter Two:</b> EC commitments to gender equality and the international context. (EC Treaty, Programme of Action for the mainstreaming of gender equality in Community development cooperation; Beijing Platform for Action; Millennium Development Goals)</p> <p><b>Section 2: EC priority areas for development cooperation: aspects for gender analysis</b></p>
Legal basis for gender equality mainstreaming activities	<p><b>Section 1: Handbook</b></p> <p><b>Chapter Two:</b> EC commitments to gender equality and the international context (EC Treaty; Regulation (EC) No.806/2004 on promoting gender equality in development cooperation; Convention on the Elimination of All Forms of Discrimination against Women; Regional Agreements and Regulations)</p>
Mainstreaming gender equality in Country Strategy Papers	<p><b>Section 1: Handbook</b></p> <p><b>Chapter Three:</b> EC development dialogue and programming with a gender perspective</p> <p><b>Chapter Six:</b> tools for mainstreaming gender equality in EC development cooperation (Grid for Mid-Term Review of CSPs, Audit Grid)</p> <p><b>Section 2: EC priority areas for development cooperation: aspects for gender analysis</b></p> <p><b>Section 4: Gender machineries, sources of information, contacts and networks</b> (for sources and resources at country and regional levels)</p>
Mainstreaming gender equality in the project approach	<p><b>Section 1: Handbook</b></p> <p><b>Chapter Four:</b> mainstreaming gender equality through the project approach</p> <p><b>Chapter Six:</b> tools for mainstreaming gender equality in EC development cooperation</p>
Mainstreaming gender in Sector Programmes	<p><b>Section 1: Handbook</b></p> <p><b>Chapter Five:</b> Gender in Sector Programmes</p> <p><b>Chapter Six:</b> Tools for mainstreaming gender equality in EC development cooperation</p> <p><b>Section 2: EC priority areas for development cooperation: aspects for gender analysis</b></p>
Gender in EC priority areas for development cooperation	<p><b>Section 2: EC priority areas for development cooperation: aspects for gender analysis</b></p>
Sources of information and contacts at international, country and regional levels	<p><b>Section 4: Gender machineries, sources of information, contacts and networks</b></p>



