



United Nations Entity for Gender Equality
and the Empowerment of Women



GENDER STANDARD OPERATING PROCEDURES FOR FDMA

(FATA Disaster Management Authority)

Developed By:

Women Desk

FATA Disaster Management Authority

In collaboration with

UN Women Team

Acronyms

FDMA	FATA Disaster Management Authority
VBO	Village Based Organization
AC	Agency coordinator
GBV	Gender Based Violence
NOC	No Objection Certificate
IDPs	Internally Displaced Pesons
SOPs	Standard Operating Procedures
GOP	Government of Pakistan

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“To ensure women and girls, boys and men have equal access to and benefit from humanitarian assistance – we must “follow the money”. We need to know how we spend money and who benefits. This is why we are instituting a system of tracking funding – called a gender marker. Only in this way can we be sure we target all the population equally and make sure they receive the resources needed to help them to build back better after emergencies.”

Valerie Amos, Under-Secretary-General for Humanitarian Affairs and
Emergency Relief Coordinator

Introduction

Countries having experienced large disasters demonstrate that the cost of ignoring gender in disaster response, recovery and preparedness is tremendous. This results in overlooking the damages, needs and priorities of most vulnerable in times of disasters and worsens existing poverty and inequity. Lack of gender sensitive assessments and programming intensify the existing political, social and economic inequality. In spite of devastation they cause, natural disasters provide opportunities for social and economic change. Women should be empowered as equal stakeholders (to act as key source), before, during and after disaster in reducing loss to lives, household economy and in reducing breakdown of social safety nets.

(Dynamic pressures 1.3 gender power imbalances; National disaster Framework Pakistan)

As an agency of Fata Disaster Management Authority, FDMA is required to uphold and promote the rights of women and girls, to mainstream a gender perspective in all our policies and operations, and to work towards the empowerment of women and the elimination of violence against them. These responsibilities, which are at the core of FDMA's protection mandate, it is for these reasons that FDMA has taken a lead role in facilitating the development of this SOP.

Objectives

- Gender sensitization of senior and mid-level planning and development FDMA officials
- Developing capacity for gender analysis, planning, monitoring and evaluation
- Establishing gender disaggregated databases using information and communication technology skills and competencies.
- Establishing knowledge based networking, eforums, and a community of gender mainstreaming practitioners.
- Developing institutional mechanisms and procedures for systematic gender mainstreaming and accountability in Government.

2. Gender mainstreaming

The United Nations defines it as

“...the process of **assessing** the **implications** for women and men of any **planned action**, including legislation, policies, or programmes, in all areas and at all levels. It is a strategy for making women’s as well as men’s concerns and experiences a dimension of the design, implementation, monitoring and evaluation of policies and programmes in all political, economic, and societal spheres **so that women and men benefit equally and inequality is not perpetuated**”.

The Economic and Social Council

Gender Marker

The marker is a tool that codes humanitarian projects on a 0-2 scale based on project design. A project that is designed well and intentionally addresses the needs and realities of women/girls and men/boys, has the best chance of being implemented in a way that assists all of these groups to improve their lives.

Report for 1997, United Nations, 1997

3. Guiding Principles

All actors have agreed to adhere to the following set of guiding principles:

Guiding Principles for the FDMA

1. Engage the community fully in understanding and promoting gender equality and power relations that protect and respect the rights of women and girls.
2. Raise awareness of decision makers and staff about special vulnerabilities and capacities of women with relation to disaster;
3. Make institutional arrangements for involvement of women in disaster risk managemens;
4. Promote awareness amongst women in hazard-prone areas about disaster risks and disaster preparedness;
5. Develop capacities of women’s organizations on disaster risk management;
6. Ensure that needs of women survivors are addressed in post disaster situations during the relief, rehabilitation and reconstruction phases;
7. Facilitate participation of women in the managements of relief, rehabilitation and reconstruction activities;
8. Support post disaster rehabilitation of livelihoods of women survivors, who mostly work in the informal sector and are ignored;
9. Ensure equal participation by women and men, girls and boys in assessing, planning, implementing, monitoring and evaluating programmes through the systematic use of participatory assessment.
10. Ensure coordinated multi-sectoral action by all actors.
11. Strive to integrate and mainstream actions.
12. Ensure accountability at all levels.

13. The framework for all programming should be based on international legal principles, including those set out in IDPs law, international human rights law and international humanitarian law.
14. Ensure gender sensitive project design.
15. Gender analysis of project.
16. Ensuring maximum women beneficiaries of programmes and project interventions
17. Strengthens the role of women desk.
18. Reduce gender gaps at programme and project level.
19. Respect the wishes, choices, rights, and dignity of the victim/survivor.

Reviewing the NOC (No Objection Certificate) from gender lens

The following checklist has been designed to review the NOC process from gender lens

Situation Assessment and Analysis:

- Gender disaggregated data and gender analysis used in the background and justification of the policy, program or project.

Project Goals/Objectives, Strategy and Project Management:

- Needs of both women and men reflected in the goals, objectives and strategies of the Project
- Having a clear policy for mainstreaming women
- Appropriate budgeting been assigned for sufficient for the development of both men and Women
- The strategy consider men's and women's practical and strategic gender needs

Project Implementation:

- Both men and women participate in the implementation.
- Adequate and appropriate resources been aligned to work with both men and women

Monitoring/Evaluation:

- The monitoring and evaluation strategy has a gender perspective.
- The indicators measure the gender dimension of each objective.
- Appropriate methods and resources been assigned to obtain information from both men and women.

INSTITUTIONAL SUPPORT AND TOOLS

- The availability, positioning and visibility of the gender specialists and gender unit are essential. The main strategy for gaining visibility is networking and gathering support from senior management can play an effective role. The institutional 'position' of gender units – and not just their visibility – is a vital factor in their ability to influence decisions in the organization.

- Find linkages to concrete examples at a sectoral level. Stress the relevance of gender in a sector setting. Convince sector specialists that good gender analysis and analysis will yield better results.
- Motivate technical experts by recognizing their capacity to contribute to gender equality learning. Involve sector experts and recognize their capacity to contribute (and to learn).
- Clarify that mainstreaming means actively engaging with gender equality; it is not an automatic process that can be assumed to be effective when it is no longer visible.

STRATEGIC DIRECTIONS

Building FDMA capacity for gender analysis and planning.

In order to help to ensure that analysis of the role of gender and sex in FATA Disaster Management and appropriate planning is integrated into FDMA's work at all levels; staff needs to have a basic understanding of the subject matter. Support and monitoring mechanisms will be established throughout the Organization, including gender focal points with appropriate expertise, and managers will be responsible and accountable for ensuring that staff develops capacity to analyze and address gender issues. Till the time, this process is underway and mechanisms are not yet established the women desk to play its effective role in engendering policies/reports etc.

Bringing gender into the mainstream of FDMA's management

Incorporation of gender considerations in the components of results-based management planning, budgeting, monitoring and evaluation

Achieving gender equality is a cross-cutting objective in FDMA's work; gender analysis should be integrated when strategies, medium-term strategic objectives and the programme budget are drawn up. The budget of each strategic objective should reflect the integration of gender analysis and appropriate responses, and performance monitoring and assessment should include **gender-sensitive indicators**. Regular appraisal and evaluation of activities should include information on progress in integrating gender perspectives into FDMA's work and on lessons learnt. The tools and capacity needed to assure this integration will be developed by the appropriate technical and management programmes at all levels of the Organization. Through guidance by women desk.

Use of sex-disaggregated data and gender analysis

In line with the commitment, FDMA will use sex-disaggregated data in planning and monitoring its programmes and provide support to organizations working in FATA in improving the collection, analysis and use of quantitative data, disaggregated by sex, age and other relevant social stratifications. It will also promote quantitative and qualitative research to analyze the complex effects and research.

On the basis of analysis of sex-disaggregated health data, observed differences with respect to men and women will be investigated, and policy positions and advice, norms, standards, tools

and guidelines formulated to respond to any unfair, avoidable differences. It is essential to establish on the basis of unbiased data what differences exist and why, determine whether they are inequitable, unavoidable or remediable, and pinpoint which interventions are effective. Further, it should help to ensure that the responses **RELIEF AND RECOVERY** services are equitable and appropriate and that women and men receive equal recognition and support as formal and informal service providers.

Establish Accountability

Accountability for the effective integration of gender perspectives into FDMA programmes and operational plans will rest primarily with senior FDMA staff. Successful implementation of this strategy will need leadership, particularly at senior levels, and staff with gender expertise. Implementation by staff members will be appraised with appropriate indicators through the **performance management and development system**. The governing bodies will be kept informed on a regular basis of progress in integrating gender analysis and actions in FDMA's work.

Gender Sensitive indicators

- %Age and sex-disaggregated percentage of IDPs (Internally Displaced Persons) and returnees having access to primary and emergency health services, adequate shelter and basic NFI (Non Food Items), sufficient food and other essential services (safe drinking water, sanitation and education).
- % Age and sex-disaggregated number of affected persons (including host communities and those affected economically by lack of access) receiving assistance.
- Number of international humanitarian law and human rights violations and other protection concerns, including individual protection cases, identified, documented by age and sex and provided with appropriate protection interventions, including advocacy.
- % Number of consultations and feedback sessions with dislocated (balanced numbers of female/male) and affected communities (balanced numbers of female/male) on protection and assistance issues.
- % Age and sex-disaggregated data on IDPs and returnees available.
- %Number of participants (balanced number of female/male) attending capacity-building, training and awareness-raising programmes on protection principles including child protection, community-based approaches, mine/ risk education.
- % Number of sex and age disaggregated data of displaced who either return to their homes or voluntarily resettle and integrate into other communities.

Role of women groups

Implementation of the strategic directions will require advocacy, information, technical support and guidance to staff. Under the leadership of senior management, the women groups established in Mohamamnad, Kurram & Bajur will contribute to implementation by promoting knowledge about gender, and providing support for activities geared to tackling the inequalities and disadvantages that women or men experience as either consumers or providers of relief

and recovery activities. It will pay particular attention to issues that are linked to gender inequality.

Role of the Camp Management

The FDMA is responsible for issues relating to camp management. The camp manager works in collaboration with FDMA, agencies and other government institutions to ensure that receive adequate humanitarian services, as well as guaranteeing their security.

- Ensure registration of IDPs and other persons of concern in accordance with the national law on IDPs and other relevant international provisions
- Ensure IDPs women are provided with individual documentation
- Ensure registration of unaccompanied and separated children as well as the arrangement of foster care
- Monitor traditional disputes through formation committees in the camp
- Coordinate IDPs leadership activities with respect to case management and the delivery of services
- Strengthen the knowledge of IDPs, agencies and GOP personnel on the IDPs laws.
- IDPs leaders are trained on democracy, good governance, peace building and conflict resolution, national laws, human rights and community participation.

4. Coordination

4.1 Coordination Meetings

1. Meetings will be held in the camp on a monthly basis.
2. This meeting is a forum where information is shared coordinates activities required by the actors involved.
3. Agency Associates will schedule the meetings and distribute minutes.

5. Monitoring and Evaluation Mechanisms

The parties to the SOP have agreed to use:

1. The monthly report forms to support the collection of data from the different sectors.
2. The monthly data to analyse trends of gender responsive programme.

Use of Gender Marker

Gender marker in humanitarian action is a tool in development programming grounded in the gender accountability work by Practitioners who work in both humanitarian action and development .Gender markers measure the gender equality potential of projects in a very consistent way. Each has a four-point scale. Both markers award 0 to projects that are not expected to contribute to gender equality and 1 to projects with potential to only contribute in some limited way to gender equality. The FDMA will chose 2a-2b coding because projects that mainstream gender and targeted actions are complementary and essential: both are vital in advancing gender equality



Gender Marker	Description
Gender Code 0	Gender is not reflected in any component of the project. There is risk that the project will unintentionally nurture existing gender inequalities or deepen them
Gender Code 1	The project is designed to contribute in some limited way to gender equality. Gender dimensions are meaningfully included in only one or two of the three essential components: needs assessment, activities and outcomes.
Gender Code 2a Gender Mainstreaming	The project is designed to contribute significantly to gender equality. The different needs of women/girls and men/boys have been analyzed and integrated well in all three essential components: the needs assessment activities and outcomes
Gender Code 2b Targeted Actions	The principal purpose of the project is to advance gender equality. The entire project either: a) Targets women or men, girls or boys who have special needs or suffer from discrimination b) Focuses all activities on building gender-specific services or more equal relations between women and men

Page for Participating Agencies and Actors

We, the undersigned, as representatives of our respective organisations, agree to:

1. Abide by the procedures and guidelines contained in this document.
2. Fulfil our roles and responsibilities to respond accurately and swiftly to gender needs in emergency and disaster.
3. Provide copies of this document to all the new staff. FDMA have responsibilities to ensure that the procedures will continue beyond the contract term of any individual staff member.

[IDPs Representative Name]

Date

Signature

{GOP Representatives}

Date

Signature

[Organisation Name]

Date

Signature

[Organisation Name]

Date

Signature

