**GENDER EQUALITY PROGRAMMING ACTION PLAN FOR RAKHINE AND KACHIN**

June 2015

1. **Information and Analysis**
* Advocate for collection, analysis and reporting on sex- and age-disaggregated data (quantitative, qualitative and anecdotal), including vulnerability factors and rates of access to goods/services by sex and age, to inform decision-making and coordination;
* Advocate for gender analysis to be included in assessment and design of new programmes
* Produce snapshots to highlight gender dimensions of humanitarian issues and response
1. **Programme and Monitoring Support**
* Conduct gender reviews for interested Clusters/Sectors (ex. Education), share findings with relevant stakeholders and implement key recommendations for programming;
* Advocate for systematic consultations with women, girls, boys and men during assessments and monitoring activities
* Disseminate Cluster/Sector-specific Guidance Notes on Gender Equality Programming;
* Ask for technical advice and support from GenCap Advisor if/when needed
* Conduct regular monitoring visits (ex. Post-Distribution Monitoring) to identify gender issues
* Apply key recommendations to ensure that programmes promote gender equality (ex. adapting shelter materials for repairs and new buildings, procuring and distribution torches, providing supports for female staff working in camps, based in camps, as well as volunteers
1. **Capacity Strengthening**
* Brief organizations and Clusters/Sectors on GEP Training
* Develop IEC material to be used at community levels
* Conduct step-down trainings on GEP for Cluster/Sector leads and members
* Provide refresher trainings, trainer manual (English and Myanmar)
* Provide GEP inductions for new staff withing organizations and Clusters/Sectors
1. **Advocacy Efforts**
* Raise awareness raising on gender (organizational, committees, communities)
* Encourage women’s participation in all activities
* Incorporate gender lens in proposals
* Make a statutory gender point on agenda of cluster/sector meetings
* Advocate that each organization budgets for and hires dedicated gender expertise
* Promote IWD/16 days gender-awareness activities
1. **Promote Women’s Participation**
* Promote gender balance of humanitarian staff
* Develop advocacy materials addressing community and camp leaders that promote women’s participation
1. **Supporting Gender Mainstreaming in Organizations’ Internal Practices**
* Name gender focal point for each organization and Cluster/Sector
* Propose gender mainstreaming in projects and budgeting
* Encore gender equality in contracts or cooperation agreements
* Promote gender equality in recruitment at all levels
* Include gender perspectives in staff performance appraisals
* Provide new staff inductions/orientation on gender issues
* Support new staff to incorporate gender analysis in project development
* Include GEP in TORs/performance appraisals
* For staff who take up additional gender responsibilities, promote or give recognition as well as professional development opportunities
1. **Protection from Sexual Exploitation and Abuse (PSEA)**
* Find out if respective organizations have a Code of Conduct and PSEA Focal Point
* Report back on findings and determine course of action