Online Resources for Integrating Gender into Energy Operations
Step 1: Gender Assessment Resources | Institutional Capacity Analysis

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GENDER MAINSTREAMING ORGANIZATIONS[1]

This tool can be used to assess staff awareness of their organisation's gender mainstreaming policies and their perceptions of and reactions to integrating gender into their work. It can be used to create an empirical baseline to set targets and to measure progress of the organization on gender mainstreaming.

The assessment should answer two key questions:

1. Does the organisation have the willingness and capacity to plan and implement energy projects in such a way that women will have equal rights, opportunities and benefits to men as beneficiaries of the energy project?
2. Does the organisation have a clear policy which ensures that in terms of employment within the organisation women will have equal rights, opportunities and benefits to men?

Approach

Desk study, surveys, interviews, workshops, focus groups.

Sources of information

PCD/PAD; stakeholder policy documents

Method

The table below outlines areas of an organization's policy and practice that can be evaluated as part of an organizational assessment, as well as some possible sources of information and methods for obtaining the data for each of these.

Table 7.1 Organizational assessment on gender

Areas to review	Sources of information	Methods
Organizational policy: • Is there a policy on gender and is it reflected in the organization's vision and mission? • Do staff manuals and publications reflect gender?	• Business plan, strategic plan, operational guidelines, HR policy • Staff manuals and publications • Management and staff interviews	• Self-assessment questionnaire (Tool 8) • Staff workshop/focus group (Tool 9)
Project frameworks: • Is gender included in objectives, outputs, activities, budget? • Is there a sex-disaggregated monitoring & evaluation system?	• Log frames and other project frameworks – • Monitoring & evaluation plan • Project concept notes, scope of works	• Document review

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[1] Cecelski, Elizabeth and Dutta, Soma (2011) ENERGIA: Mainstreaming Gender in Energy Projects A Practical Handbook.

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Areas to review	Sources of information	Methods
Existing gender capacity: • Is there a gender focal point on staff and position within organization? • Is there an advisor with gender expertise? • Do they have training on gender for project staff and stakeholders? • Are there resource materials on gender available for staff?	• Training and capacity-building plan • Management and staff interviews • Interviews with partner organizations	• Self-assessment questionnaire (Tool 8) • Staff workshop/focus group (Tool 7)
Gender-conscious workplace: • Are gender policies clearly transmitted to staff? • Is there promotion of gender balance? • Are there work/life policies? • Are there sexual harassment & discrimination policies? • Is there a gender-sensitive work environment?	• HR Policy handbook • Staff interviews	• Self-assessment questionnaire (Tool 8) • Staff workshop/focus group (Tool 7)
Gender balance of staff: • Is there a gender balance at management and professional levels? • Is there a gender balance at field level?	• HR records • Staff interviews	• Management interviews • (tool 8) • Staff workshop/focus group (tool 7)