Gender Integration Checklist RURAL ENERGY AGENCY (REA)



PLANNING

- 1. Discuss the following topics during the scoping mission in order to build awareness of gender issues among partners with respect to setting up REAs:
 - Women are disproportionately affected by energy scarcities and the issues they face (dependence on traditional biomass fuels and reliance on poor quality, expensive fuels for enterprises) often do not receive adequate attention in national energy policies and strategies.
 - Energy sector continues to be dominated by men, especially at decision making levels. Responsibility of household chores from young age, gender inequality in higher education, and gender stereotypes in labour market restrict women's access to training, education and employment prospects.
- 2. Involve governmental agencies/ministries/focal persons who work on gender issues from the start (in scoping mission discussions). Highlight gender commitments/objectives that are made by the government.
- 3. Bodies that are set up for the project (e.g. Steering Committees, the REA itself) should include women and/or women's representatives, and this should be mentioned explicitly in the ToR, so that both the partner and the consultant are aware and agree from the start of the project.
- 4. Highlight the gender and/or poverty dimension in the Governing Board Note.

IMPLEMENTATION

- ToR for consultants should integrate gender aspects, and identify concrete institutional instruments to anchor gender issues within the REA and partner institutions (for example, appointment of a Gender Focal Point with clear roles and responsibilities; templates for systematic reporting on gender activities; use of gender-focused messages in outreach; guidelines and tools for gender integration in REA functions and departments).
- The profile of the consultant in the ToR should include experience with gender integration, where relevant. Give this criteria the proper weighting in the evaluation grid.
- Provide ideas and suggestions to the consultant on entry points for strategy development as well as for action planning during the briefing meeting and stress the importance of gender to EUEI PDF. Examples include:
 - Recognise women's energy needs and priorities in organisational mission and goal, and identify them as a distinct target group. This could include specific attention to energy for household use and cooking, energy for provision of social services such as health clinics and street lighting, productive use in sectors dominated by women, training of women in operation and maintenance of RE systems, etc.
 - Develop and formally adopt a gender action plan or gender strategy (with a budgetary allocation) as part of the overall programme document of the REA.
 - Include gender sensitive indicators in M&E (for example, energy service coverage with % of poor households and those headed by women; percent of women among employees (by level) in the energy sector institutions) and report progress on gender-focused strategies and impacts in progress and annual reports of REA including sex-disaggregated data, where relevant.
 - Raise awareness and build capacity of staff on gender integration. This could be done through workshops conducted by a local gender specialist, in cooperation with other governmental agencies working on gender.
 - Set in place gender-conscious workplace such as adopting equal opportunity practices in recruitment, training and promotion; integrating gender targets into job descriptions, performance reviews and interviews; providing facilities that respond to gender-based needs; securing the health and safety of staff.

MONITORING AND EVALUATION

- 1. Final report: Review final report with a view on whether gender dimensions have been identified and addressed adequately through concrete measures at the institutional level.
- **EoIR:** Report on concrete institutional instruments to anchor gender issues within the REA and partner institutions.
- 6 Months Follow-Up: Report on follow up actions on gender integration within REA and partner institutions.

External Evaluation:

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Governing Board

Selection of

Kick-off

Final report/End of

6 months follow

External evaluation

- Ensure that gender dimensions are covered (issues identified, actions planned and implemented and results achieved) via questionnaire templates and the quick-reference table.
- Include experience on gender in the profile of the expert/evaluator.