



[Online]

Knowledge Co-Creation Program (Group & Region Focus)

General information on

**GENDER MAINSTREAMING POLICIES
FOR GOVERNMENT OFFICERS (B)**

**課題別研修「行政官のためのジェンダー主流化政策（B）」
JFY 2021**

Course No.: 202006473J001

Online Program Period : From November 9th, 2021 to December 6th, 2021

This information pertains to one of the JICA Knowledge Co-Creation Programs (Group & Region Focus) of the Japan International Cooperation Agency (JICA) implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, which stated, *“In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.”* JICA believes that this ‘Knowledge Co-Creation Program’ will serve as a foundation of mutual learning process.

I. Concept

Background

The idea of “mainstreaming a gender perspective,” which was formally featured in 1995 in the Platform for Action adopted in the 4th World Conference on Women, is the key strategy for promoting gender equality. Unlike conventional policies and plans that focus only on women, gender mainstreaming is about analyzing and implementing policies and initiatives in all areas from a gender point of view. It has been concluded that empowerment of women is an essential part of gender mainstreaming and strategic goals have been set accordingly. The outcome document adopted at the Special Session of the United Nations General Assembly entitled Women 2000 also refers to the outcomes of gender mainstreaming efforts and points out that there is still much left to be done for gender equality.

This is how gender mainstreaming and empowerment of women have become two core policies for gender equality that need to be implemented in tandem, like the wheels on both sides of a car. However, the world is still in the process of exploring, by trial and error, how these policies should be translated into specific measures, programs and activities. In addition, the significance of this new shift in policy of gender mainstreaming has yet to be widely recognized.

In Japan, the Basic Law for a Gender-equal Society, established in 1999, and the Basic Plan for Gender Equality, established in December 2000, set out the framework of gender mainstreaming, according to which initiatives are currently being developed and implemented. At the same time, individual local governments are also working on the preparation of relevant ordinances and gradually putting gender mainstreaming into practice.

For what?

This program aims to enhance capability of the national machinery to disseminate the perspective of gender mainstreaming and gender equality in the design, implementation, monitoring and evaluation of policies and plans in various fields and gender unit of other ministry or administrative body to promote gender mainstreaming in their organization.

For whom?

This program is offered to national gender machinery which is a central policy coordinating unit for the advancement of gender equality inside the government and gender unit of other ministry or administrative body which is responsible for promoting gender mainstreaming.

How?

This program will introduce participants to specific examples of how policies and plans have been established, implemented, and evaluated in gender mainstreaming efforts by national and regional governments in Japan. Also, it will provide them with the depth of knowledge and practical methods required for gender mainstreaming through lectures and workshops.

II. Description

1. Title (Course No.)

Gender Mainstreaming Policies for Government Officers (B)
(202006473J001)

2. Course Duration (Online Program Period)

From November 9th, 2021 to December 6th, 2021

* 2-3 hours between 15:00 and 19:00 (Japan Standard Time)

3. Target Regions or Countries

Afghanistan, Malawi, Pakistan and South Sudan

4. Eligible / Target Organization

This program is designed for

(a) National Machinery

(Central policy coordination unit for the advancement of gender equality inside the government)

(b) Ministry of Finance, Ministry of Planning, or Ministry with equivalent role

(Gender unit or department responsible for promoting gender mainstreaming)

*It is required to participate in pairs in principle:

1 officer from (a) National Machinery and 1 officer from (b) other organization.

* When only 1 officer apply instead of in pairs, the officer should be from (a) National Machinery. Main target organization is (a) National machinery and the priority is high.

5. Capacity (Upper Limit of Participants)

7 participants

6. Language

English

7. Objective

A program that accelerates gender mainstreaming is planned and implemented in a participant's belonging organization.

8. Overall Goal

A gender equality perspective is incorporated in all policies at all levels and at all stages in the participants' countries.

9. Output and Contents

This course consists of the following components. Details on each component are given below.

(1) Preliminary Phase <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Submission of Country Report	Formulation and <u>submission of Country Report.</u> (described in the section Annex1)

(2) Core Phase (Online Program)		
Expected Module Output	Subjects/Agendas	Methodology
1. Be able to explain basic concept and methods of gender mainstreaming.	(1) Gender Mainstreaming Policies (2) Gender Statistics (3) Gender Responsive Budget	Lecture Discussion
2. Be able to understand good practices of Japanese central and local government in order to make effective policies for mainstreaming gender in participants' home countries.	(1) Gender Equality Administration (2) Promotion of Gender Mainstreaming Policies in Local Government (3) Activities of Kitakyushu Forum on Asian Women (KFAW) (4) Activities of Kitakyushu Municipal Gender Equality Center "MOVE"	Lecture Discussion
3. Be able to understand the situation of mainstreaming gender in various fields, and consider applicability in the participants' home countries.	(1) Gender Equality in Japanese family law (2) Women and Violence (I, II) (3) Women and Health (4) Gender and Environment (5) Gender in Disaster Risk Reduction (6) Gender and Agriculture (7) Gender and day Nursery School (8) Gender Mainstreaming in Media (9) Gender Mainstreaming in School Education (10) Gender-Responsive COVID-19 Response and Recovery	Lecture Discussion

4. Be able to acquire skills to design, implement, and evaluate the program with gender perspective logically.	(1) Country Report Presentation (2) Gender Sensitive Training and Gender Analysis (3) Gender Responsive PCM (Project Cycle Management) (4) Formulation and Presentation of Action Plan	Lecture Discussion Workshop Presentation
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* The curriculum may be subject to minor changes.

* We use “Zoom” and “You Tube” for delivering Live and Video session.

* Please refer to the attached schedule (Annex II) for your reference.

Finalization Phase

Participating organizations make use of results brought back by participants. This phase marks the end of the Program.

Expected Module Output	Activities
Action Plan on mainstreaming gender is approved in the participant’s organization after the training.	Application and implementation of Action Plan back in the participant’s country.

III. Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for those specific purposes.
- (2) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.

2. Nominee Qualifications

Applying organizations are expected to select nominees who meet the following qualifications.

(1) Essential Qualifications

- 1) It is required to participate in pairs.
 - (a) National Machinery
Government officers engaged in planning, implementation and/or evaluation of the gender equality or gender mainstreaming in the National Machinery
 - (b) Other Organization
Government officers engaged in promoting gender mainstreaming in gender unit of Ministry of Finance, Ministry of Planning or Ministry with equivalent role
- 2) Experience in the Relevant Field: have **more than 5 years** of occupational experience in the field of gender
- 3) Educational Background: be a graduate of university or those who have equivalent knowledge
- 4) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to TOEFL PBT 500 (CBT 173, iBT 61) or above, or the Cambridge First Certificate (This workshop includes active participation in discussions, which requires high competence in English.)

(2) Recommended Qualifications

- 1) Age: between the ages of twenty-seven (27) and fifty (50) years
- 2) Difficulties/Disabilities: The participation of person with difficulties/disabilities is welcomed. Reasonable accommodation for persons with difficulties/disabilities will be made. Please write your situation in the Questionnaire on medical status restriction of the Application form. (Japan ratified the Convention on the Rights of Persons with Disabilities in January 2014 and JICA has observed it.)

3. Required Documents for Application

(1) **Application Form**: The Application Form is available at **the JICA overseas office (or the Embassy of Japan)**

* If you have any difficulties/disabilities which require assistance, please specify

necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.

(2) Photocopy of Passport or ID card

*The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex

(3) English Score Sheet: to be submitted with the application form, if the nominees have any official English examination scores. (e.g., TOEFL, TOEIC, IELTS)

(4) Country Report (Annex I):

*Application Form without the Country Report cannot be accepted.

4. Procedures for Application and Selection

(1) Submission of the Application Documents

Closing date for applications: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

(All required material must arrive at **JICA Center in Japan by September 14th, 2021**)

(2) Selection

Primary screening is conducted at the JICA overseas office (or the embassy of Japan) after receiving official documents from your government. JICA Center will consult with concerned organizations in Japan in the process of final selection. Applying organizations with the best intentions to utilize the opportunity will be highly valued.

The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.

(3) Notice of Acceptance

The JICA overseas office (or the Embassy of Japan) will notify the results not later than **October 12th, 2021.**

5. Conditions for Participation

The participants of KCCP are required

- (1)** to strictly observe the course schedule,
- (2)** to prepare the terminals used (computer, webcam, microphone and earphone) and the Internet environment to participate online program, and
- (3)** to work assignments after each lecture and submit them.

IV. Administrative Arrangements

1. Organizer (JICA Center in Japan)

(1) **Center** : JICA Kyushu Center (JICA Kyushu)

(2) **Contact** : Ms. NODA Norie (kictp@jica.go.jp)

(3) **URL** : (a) Introduction of JICA Kyushu

<https://www.jica.go.jp/kyushu/english/office/index.html>

(b) Introduction of Knowledge Co-Creation Program

<https://www.youtube.com/watch?v=SLurfKugrEw>

2. Implementing Partner

(1) **Name** : Kitakyushu Forum on Asian Women (KFAW)

(2) **URL** : <http://www.kfaw.or.jp/index.html.en>

V. Other Information

1. Reports Presentation

(1) Country Report

As written in the previous page, each applicant is required to submit his/her Country Report with Application Form. Then, accepted participants will have a presentation on his/ her Country Report at the earlier stage of the training course in order to share information on gender issue with other participants as well as instructors.

(2) Action Plan

Accepted participants will have a presentation on his/her Action Plan at the end of the training course. Action plan is to express ideas and plans, which will be carried out in his/her country, reflecting the knowledge and method each participant acquired from the training. Participants are highly recommended to have prior discussions within office and prepare for the theme and the content of his/her Action Plan.

2. Remarks

Participants must understand the following **data teaching materials handling** and sign a pledge before starting online program.

- Respect for copyright, protection
- Sharing without permission on SNS,
- Prohibition of unauthorized upload and modification, redistribution
- Approval required for recording

Annex 1 (Country Report)

***Remark: The Report should be**

- Typewritten in English
- 12-point font, A4 size paper,
- within 5 pages (except organization chart 3.-(1)).

Personal Information	
Name	
Country	
Name of Organization	
Department / Division	
Present Position	
E-mail	

1. General Information

- (1) Land area (km²)
- (2) Total Population, Sex ratio at birth (%)
- (3) Number of Administrative division (provinces/states/prefectures, etc.)
- (4) Rank of Global Gender Gap Index
- (5) Labour force participation rate (%) , *female / male ratio
- (6) Estimated earned income, int'l \$1,000
- (7) Compulsory education, enrolment rate (%), literacy rate (%)
- (8) Women in parliament (%) *female / male ratio

2. National Level

- (1) Organization for promoting gender mainstreaming
 - (a) National Machinery for promoting gender mainstreaming
 - (b) Focal Points/Partners (Other ministries, Administrative bodies, Agency, Donor)
- (2) National policies/action plans, on promotion of gender equality and empowerment of women
 - (a) Date of formulation and formulator
 - (b) Three Priority Issues

3. Organization Level

- (1) Organizational Structure
Please draw an organization chart and show your position in it
- (2) Responsibilities and roles in implementing gender mainstreaming of your organization
 - (a) Three major challenges
 - (b) Countermeasures (program/ project) for above challenges and current progress status (Duration, Numerical targets, Attained level, Obstacle,

- Relevant laws and statistics, etc.)
(c) Cooperation with relevant organization

4. Personal Level

- (1) Job descriptions
- (2) Specific problems related to gender mainstreaming that you want to address in your position
- (3) Specific actions that you want to take in solving the problems

5. Gender-Responsive COVID-19 Response and Recovery

- (1) What are the measures and actions taken in your countries for Gender-Responsive COVID-19 Response and Recovery.
- (2) Did you work in your division for the measures and actions you mentioned in 5. (1)? Yes /No
- (3) What are the main gender issues in the affected environment by COVID-19 crisis in your countries.

Annex 2 (The schedule of previous course)

*for your reference

Date		Time (Japan Time)	Methodology	Subject		Tool
		8 min.	Video	Lecture	Gender Equality; Administrative System of Japan	YouTube
26-May	Wed	16:00 ~ 17:00	Live	Lecture	Program & Course Orientation	Zoom
		17:10 ~ 18:00	Live	Lecture	Introduction	Zoom
		18:10 ~ 18:50	Live	Lecture	Gender Responsible PCM 1 (Problem Analysis)	Zoom
27-May	Thu	2 hours	Video	Lecture	Gender Statistics	YouTube
28-May	Fri	16:00 ~ 19:00	Live	Lecture	Gender Sensitive Training and Gender Analysis	Zoom
29-May	Sat				Day off	
30-May	Sun				Day off	
31-May	Mon	16:00 ~ 18:30	Live	Presentation	Country Report Presentation -Sharing Challenges in Gender Mainstreaming	Zoom
1-Jun	Tue	16:00 ~ 18:30	Live	Presentation	Country Report Presentation -Sharing Challenges in Gender Mainstreaming	Zoom
2-Jun	Wed	16:00 ~ 19:00	Live	Lecture Workshop	Gender Responsible PCM 2 (Problem Analysis)	Zoom
3-Jun	Thu	16:00 ~ 18:00	Live	Lecture	Women and Violence I	Zoom
4-Jun	Fri	16:00 ~ 17:00	Live	Discussion	Review	Zoom
		0.5 h	Video	Lecture	Gender Equality Administration	YouTube
		0.5 h	Video	Lecture	Promotion of Gender Mainstreaming Policies in local Government (Kitakyushu City)	YouTube
		0.5 h	Video	Lecture	Activities of Kitakyushu Forum on Asian Women (KFAW) and Kitakyushu Municipal Gender Equality Center "MOVE"	YouTube
5-Jun	Sat	16:00 ~ 17:30	Live	Discussion	Exchange Program	Zoom
6-Jun	Sun				Day off	
7-Jun	Mon	16:00 ~ 17:30	Live	Lecture	Gender equality in Japanese family law	Zoom
		1h	Video	Lecture	Women and Health (Reproductive Health and rights)	YouTube
8-Jun	Tue	16:00 ~ 17:30	Live	Lecture	Gender in Disaster Risk Reduction	Zoom
		1h	Video	Lecture	Women and Violence II Part 1	YouTube
		1h	Video	Lecture	Women and Violence II Part 2	YouTube
9-Jun	Wed	16:00 ~ 18:00	Live	Lecture	Gender Mainstreaming Policies	Zoom
10-Jun	Thu	16:00 ~ 17:00	Live	Discussion	Review	Zoom
		0.5 h	Video	Lecture	Gender Mainstreaming in Agricultural Village	YouTube
		0.5 h	Video	Lecture	Gender Mainstreaming in School Education I	YouTube
		0.5 h	Video	Lecture	Gender and Day Nursery School	YouTube
11-Jun	Fri	16:00 ~ 18:30	Live	Lecture	Gender Responsive Budget	Zoom
12-Jun	Sat				Day off	
13-Jun	Sun				Day off	
14-Jun	Mon	16:00 ~ 19:00	Live	Discussion	Gender Responsible PCM (Cunsultation)	Zoom
15-Jun	Tue	16:00 ~ 17:30	Live	Lecture	Gender and environment	Zoom
16-Jun	Wed	16:00 ~ 19:00	Live	Lecture	Gender Mainstreaming in Media	Zoom
17-Jun	Thu	16:00 ~ 17:00	Live	Discussion	Review (Evaluation meeting)	Zoom
18-Jun	Fri	16:00 ~ 18:30	Live	Lecture	International Standards & Gender Equality	Zoom
19-Jun	Sat				Day off	
20-Jun	Sun				Day off	
21-Jun	Mon	16:00 ~ 18:00	Live	Presentation	Action Plan Presentation	Zoom
		18:10 ~ 18:25	Live	Ceremony	Presentation of Completion Certificate	Zoom

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs is being customized by the different target organizations to address the specific needs, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from a process of adoption, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has

developed a storehouse of knowledge not found elsewhere from unique systems of organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



Contact Information for Inquiries

For inquiries and further information, please contact the JICA overseas office or the Embassy of Japan. Further, address correspondence to:

JICA Kyushu Center (JICA Kyushu)

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