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# **2024 UN-SWAP 3.0 DATA COLLECTION TABLE**

# **How to use the reporting form:**

The UN-SWAP reporting platform has been developed to harmonize reporting and systematize information availability on gender-relevant policy and practice. This includes:

1. **Ratings** of performance against minimum standards, justification for the rating given, an action plan for maintaining or improving ratings
2. **Narratives** further explaining progress and challenges related to gender equality and the empowerment of women
3. Some indicators may contain **additional questions** to collect system-wide performance data
4. Supporting **documentation**. (formats accepted: URLs, Word, PowerPoint, Excel, PDF and Images)
5. **Action Plans**

**\* Indicates Mandatory Field**

**\* On UN-SWAP 3.0, focal points can choose whether to share their inputs with peer entities. This control is managed at the question level.**

**Data collection process:**

Focal Points from each UN entity have been appointed to lead the internal coordination of UN-SWAP reporting.

Relevant departments/offices are responsible for reporting on indicators that fall within their core areas of responsibility. Therefore, please complete the following reporting form for the Performance Indicator(s) relevant to your area of work.

Information provided in this table will be used by your UN-SWAP Focal Point to directly input data into the web-based reporting system.

**The UN-SWAP rating system consists of five levels:**

* Exceeds requirements
* Meets requirements
* Approaches requirements
* Missing
* Not applicable

**A. RESULTS-BASED MANAGEMENT**

# **PI 1: Strategic planning gender-related SDG results**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **1ai.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process   **and**    **1aii.** **At least one high-level result** on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent | **1bi.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process   **and**    **1bii.** **At least one high-level transformative result** on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent ​  **and** ​    ​1biii. **Adequate resources**, both human and financial, for implementation of the gender-related high-level results(s) are allocated/described in the main strategic planning document, and/ or the entity’s budget document  | **1ci.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process.   **and**    **1cii. ​** **At least one high-level transformative result** on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent ​  **and** ​  ​  **1ciii.** **Adequate resources**, both human and financial, for implementation of the gender-related high-level results(s) are allocated/described in the main strategic planning document, and/ or the entity’s budget document ​  **and** ​  ​  **1civ.** **Indicators in the strategic planning document** and/or related results framework **integrate a gender perspective** |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide an explanation of why the rating has been given, including data sources \*** Where there is more than one requirement for a Performance Indicator, UN entities should report on each of the requirements relevant to the rating. The reporting platform provides with mandatory explanation boxes for each requirement. ***Exceeds:***1ci. An intersectional gender analysis, incorporating sex-disaggregated data, is carried out throughout its strategic planning process. (Max:800 Words) \*  1cii.  At least one high-level transformative result on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent (Max:800 Words) \*  1ciii. Adequate resources, both human and financial, for implementation of the gender-related high-level results(s) are allocated/described in the main strategic planning document, and/ or the entity’s budget document (Max:800 Words) \*  1civ. Indicators in the strategic planning document and/or related results framework integrate a gender perspective (Max:800 Words) \****Meets:*** 1bi. An intersectional gender analysis, incorporating sex-disaggregated data, is carried out throughout its strategic planning process (Max:800 Words) \*    1bii. At least one high-level transformative result on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent (Max:800 Words) \*  1biii. Adequate resources, both human and financial, for implementation of the gender-related high-level results(s) are allocated/described in the main strategic planning document, and/ or the entity’s budget document (Max:800 Words) \****Approaches***1ai. An intersectional gender analysis, incorporating sex-disaggregated data, is carried out throughout its strategic planning process   1aii. At least one high-level result on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \*1. An intersectional gender analysis, incorporating sex-disaggregated data, is carried out throughout its strategic planning process
2. At least one high-level result on gender equality and the empowerment of women that is directly linked to SDG achievement is included in its main strategic planning document or equivalent
	* If this option is selected, please extract the exact results statement directly from main strategic planning document and include the statement, document name and the page number here. (Max:800 words) \*:
	* If this option is selected, please indicate the timeframe of your entity’s current Strategic Planning document or equivalent: (Max: 100 words)\*
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For “Exceeds” “Meets” “Approaches”:**1. Please extract the exact results statement directly from main strategic planning document and include the statement, document name and the page number here. (Max:800 words) \*:
2. Please indicate the timeframe of your entity’s current Strategic Planning document or equivalent: \* (Max: 100 Words)

**4. For “Exceeds” “Meets” “Approaches” “Missing”**1. **Specific SDG(s), target(s) and indicators to which the high-level result contributes** \* (select all that apply)

Instruction: Using the two drop-down menus available on the platform, please select all relevant Sustainable Development Goals and the accompanying targets and indicators that your entity’s high-level results on gender equality contributed to in the current reporting cycle. Kindly note that if you only select at the goal level, all targets under the goal will be automatically selected. As such, for better accuracy, **please indicate all relevant targets and indicators**.1. **UN functions to which the high-level result contributes \*** (select all that apply)
2. **Policy Advice and Thought Leadership:** Offering strategic insights and recommendations to improve UN development operations.
3. **Data Collection and Analysis:** Gathering and analyzing data to assess the effectiveness of UN development programs.
4. **Capacity Development/Technical Assistance:** Supporting countries in building their capacity to implement development initiatives.
5. **Convening/Partnerships/Knowledge Sharing:** Fostering collaboration among different UN agencies and stakeholders to achieve development goals.
6. **Direct Support/Service Delivery:** Help governments or other actors to directly deliver or implement programmes particularly in countries in special situations, such as areas affected by conflict, displacement and disasters.
7. **Financing for development:** Examining funding mechanisms and resource mobilization for sustainable development.
8. **Support Functions:** Activities/sub-outputs which include but are not limited to finance, procurement, human resources, legal, facilities, ICT, and other administrative services.
9. **Other (including coordination):** Any function that doesn’t fall into other categories, including coordination and support to the UN system.
	* If other, please provide explanation if any (Max: 200 Words)

**Action Plan:****5. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:

3. Resources required (US$) \*: 4. Use of funds (please note if the funds are expected to be available for the required action or will need to be mobilized) (Max: 800 words)\*:5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit)\*: **Attachment:****6. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting: * Strategic Plan/Strategic Framework or equivalent
* Management Plan
* Intersectional Gender Analysis
* Demonstration of adequate resource allocation
* Sample gender-sensitive or responsive indicators
 |

# **PI 2: Reporting and Use of Data on Gender-related SDG results**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **2ai. Guidance on measuring and reporting gender-related SDG results** including but not limited to utilizing an intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent | **2bi. Guidance on measuring and reporting gender-related SDG results** including but not limited to utilizing an intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent **and**  **2bii. High-level transformative result(s)** on gender equality and the empowerment of women that are directly linked to SDG achievement reported to its Governing Body or equivalent by systematically utilizing sex-disaggregated data in its strategic plan monitoring and reporting | **2ci. Guidance on measuring and reporting gender-related SDG results** including but not limited to utilizing an intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent **and**   **2cii. High-level transformative result(s)** on gender equality and the empowerment of women that are directly linked to SDG achievement reported to its Governing Body or equivalent by systematically utilizing sex-disaggregated data in its strategic plan monitoring and reporting.   **and**  **2ciii.** **Gender analysis** informs the allocation of adequate resources for gender equality and the empowerment of women |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***2ci. Guidance on measuring and reporting gender-related SDG results including but not limited to utilizing an intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent (Max:800 Words) \* 2cii. High-level transformative result(s) on gender equality and the empowerment of women that are directly linked to SDG achievement reported to its Governing Body or equivalent by systematically utilizing sex-disaggregated data in its strategic plan monitoring and reporting (Max:800 Words) \*2ciii. Gender analysis informs the allocation of adequate resources for gender equality and the empowerment of women (Max:800 Words) \****Meets:***2bi. Guidance on measuring and reporting gender-related SDG results including but not limited to utilizing an intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent (Max:800 Words) \* 2bii. High-level transformative result(s) on gender equality and the empowerment of women that are directly linked to SDG achievement reported to its Governing Body or equivalent by systematically utilizing sex-disaggregated data in its strategic plan monitoring and reporting (Max:800 Words) \****Approaches:***2ai. Guidance on measuring and reporting gender-related SDG results including but not limited to utilizing an intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent (Max:800 Words) \****Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For all ratings: to what extent does the entity communicate UN-SWAP results?\*** 1. Reporting to Governing body or equivalent
2. Internally (e.g. email, Intranet)
	* Please provide further details if any (Max:200 Words)
3. Externally (e.g. website, donors)
	* Please provide hyperlink if publicly available (Max:200 Words)
4. Other
	* Please provide further details if any (Max:200 Words)

**Action Plan:****4. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are expected to be available for the required action or will need to be mobilized) (Max: 800 words) \*
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****5. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Guidance on measuring and reporting gender-related SDG results
* Report to the Governing Body on the entity strategic plan using systematic sex-disaggregated data
* Using reporting data to inform resource allocations
 |

# **PI 3: Achievement of Gender-related SDG results**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **3a.** Entity has achieved or is on track to achieve its planned **gender-related results** which will contribute to SDG achievement | **3bi.** Entity has achieved or is on track to achieve its planned **gender-related results** which will contribute to SDG achievement    **and**    **3bii**. Entity contributes to gender-related results through joint initiatives and/ or joint programmes or equivalent | **3ci.** Entity has achieved or is on track to achieve its planned **transformative** results on gender equality and the empowerment of women which will contribute to SDG achievements    **and**    **3cii.** Entity contributes to **transformative** gender-related results through joint initiatives and/ or joint programmes or equivalent |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the relevant requirements for the selected rating. The reporting platform provides with mandatory explanation boxes for each relevant requirement. ***Exceeds:***3ci. Entity has achieved or is on track to achieve its planned transformative results on gender equality and the empowerment of women which will contribute to SDG achievements (Max:800 Words) \*  3cii. Entity contributes to transformative gender-related results through joint initiatives and/ or joint programmes or equivalent (Max:800 Words) \****Meets:***3bi. Entity has achieved or is on track to achieve its planned gender-related results which will contribute to SDG achievement (Max:800 Words) \*  3bii. Entity contributes to gender-related results through joint initiatives and/ or joint programmes or equivalent (Max:800 Words) \****Approaches:***3a. Entity has achieved or is on track to achieve its planned gender-related results which will contribute to SDG achievement (Max:800 Words) \****Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For “Exceeds”: How does your entity define “transformative gender-related results”? \*** (Max: 400 Words)**4. For “Exceeds” “Meets” “Approaches”:** If your entity is currently involved in **large scale programmes or joint programmes** (over one million US Dollars) focused on advancing gender equality and the rights and empowerment of women and girls, please provide the names of the three largest programmes, and their overall funding per programme. (Max: 200 Words)**5. For “Exceeds” “Meets” “Approaches” “Missing”:****The Beijing Platform for Action (BPfA) identifies 12 critical areas of concern for women's rights and gender equality. Please indicate which areas of concern your entity is contributing to \*** (select all that apply)1. Poverty
2. Education and Training
3. Health
4. Violence
5. Armed Conflict
6. Economy
7. Decision-making
8. Institutional Mechanisms
9. Human Rights
10. Media
11. Environment
12. The Girl-Child
13. Other - If other, please provide explanation if any (Max: 200 Words)

**Action Plan:****6. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 Words)\*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****7. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Annual reports and/or donor reports demonstrating that results have been met
* Joint Programme / Programme documents or URLs
* Joint Initiative reports or URLs
 |

**B. Oversight**

# **PI 4: Evaluation**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **4a.** Meets **some** of the UNEG gender-related norms and applies some of the standards in the 2024 UNEG Guidance on Integrating Human Rights and Gender Equality in Evaluation | **4bi.** Meets the UNEG gender equality - related norms and standards **and** 4bii. Applies the **2024 UNEG Guidance** on Integrating Human Rights and Gender Equality in evaluation during all phases of the evaluation | **4ci.** Meets the UNEG gender equality - related norms and standards **and****4cii.** Applies the **2024 UNEG Guidance** on Integrating Human Rights and Gender Equality in Evaluation during all phases of the evaluation**and** **4ciii.** Conducts **at least one** **evaluation** to assess the entity’s corporate performance on gender mainstreaming or equivalent every 5years |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there are multiple requirements to a Performance Indicator, UN entities are required to report on each of the requirements. The reporting platform has mandatory explanation boxes for each requirement of the Indicator. ***Exceeds:***4ci. Meets the UNEG gender equality - related norms and standards (Max:800 Words) \*4cii. Applies the 2024 UNEG Guidance on Integrating Human Rights and Gender Equality in Evaluation during all phases of the evaluation (Max:800 Words) \*4ciii. Conducts at least one evaluation to assess the entity’s corporate performance on gender mainstreaming or equivalent every 5years (Max:800 Words) \****Meets:***4bi. Meets the UNEG gender equality - related norms and standards (Max:800 Words) \*4bii. Applies the 2024 UNEG Guidance on Integrating Human Rights and Gender Equality in evaluation during all phases of the evaluation (Max:800 Words) \****Approaches:***4a. Meets some of the UNEG gender-related norms and applies some of the standards in the 2024 UNEG Guidance on Integrating Human Rights and Gender Equality in Evaluation (Max:800 Words) \****Missing / Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For all ratings except “not applicable”: What modality was used for the assessment? \*** (single select)1. Self-assessment
2. Peer review
3. External

**Action Plan:****4. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words)\*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****5. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Aggregated/meta-evaluations
* Completed UN-SWAP Evaluation Scorecards
* Report of corporate gender mainstreaming evaluation
* Management response to the corporate gender mainstreaming evaluation
 |

# **PI 5: Audit**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **5ai.** The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point**and****5aii.** The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements | **5bi.** The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point**and****5bii.** The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements**and**5biii. Periodically (within its risk-based audit cycle or every 5 years) conducts dedicated engagements connected to the implementation of the entity’s gender equality policy/strategy, which might include a validation of the UN-SWAP reports | **5ci.** The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point**and** 5cii. The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements**and**5ciii. Periodically (within its risk-based audit cycle or every 5 years) conducts dedicated engagements connected to the implementation of the entity’s gender equality policy/strategy, which might include a validation of the UN-SWAP reports**and**5civ. If gender equality and empowerment of women findings are recurrent and high-risk in nature, the internal audit function regularly reports on these findings and challenges in its annual reports to the governing bodies |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***5ci. The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point (Max:800 Words) \*5cii. The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements (Max:800 Words) \*5ciii. Periodically (within its risk-based audit cycle or every 5 years) conducts dedicated engagements connected to the implementation of the entity’s gender equality policy/strategy, which might include a validation of the UN-SWAP reports (Max:800 Words) \*5civ. If gender equality and empowerment of women findings are recurrent and high-risk in nature, the internal audit function regularly reports on these findings and challenges in its annual reports to the governing bodies (Max:800 Words) \****Meets:***5bi. The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point. (Max:800 Words) \*5bii. The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements (Max:800 Words) \*5biii. Periodically (within its risk-based audit cycle or every 5 years) conducts dedicated engagements connected to the implementation of the entity’s gender equality policy/strategy, which might include a validation of the UN-SWAP reports (Max:800 Words) \****Approaches:***5ai. The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point. (Max:800 Words) \*5aii. The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements. (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \*1. The internal audit risk universe considers risks and challenges related to gender equality and empowerment of women, identified in consultation with the gender units/focal point
2. The internal audit function regularly considers gender equality and the empowerment of women risks in individual engagements
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 Words\*):
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation** (Only URL, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Tools used for auditing GEEW-related issues
* Annual audit reports
* Report of targeted audit
 |

**C. Accountability**

# **PI 6: Policy**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **6ai.** Up to date gender equality **policy**/policies or equivalent**and** **6aii.** A **costed action plan** in place | **6bi.** Up to date gender equality **policy**/policies or equivalent**and** **6bii.** **Deliverables** **in the costed action plan** have been achieved or are on track to be achieved in line with the proposed timeline for implementation.**and** **6biii.** **Adequate resources** **disbursed** for implementation of the gender equality policy/policies or equivalent | **6ci.** Up to date gender equality **policy**/policies or equivalent **and** **6cii.** **Deliverables in the costed action plan** have been achieved or are on track to be achieved in line with the proposed timeline for implementation**and** **6ciii.** **Adequate resources** **disbursed** for implementation of the gender equality policy/policies or equivalent**and****6civ.** Entity reports at least every two years / regularly to the **Governing Body** or its equivalent on progress of the gender equality policies or equivalent |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***6ci. Up to date gender equality policy/policies or equivalent (Max:800 Words) \*6cii. Deliverables in the costed action plan have been achieved or are on track to be achieved in line with the proposed timeline for implementation (Max:800 Words) \*6ciii. Adequate resources disbursed for implementation of the gender equality policy/policies or equivalent (Max:800 Words) \*6civ. Entity reports at least every two years / regularly to the Governing Body or its equivalent on progress of the gender equality policies or equivalent (Max:800 Words) \****Meets:***6bi. Up to date gender equality policy/policies or equivalent (Max:800 Words) \*6bii. Deliverables in the costed action plan have been achieved or are on track to be achieved in line with the proposed timeline for implementation (Max:800 Words) \*6biii. Adequate resources disbursed for implementation of the gender equality policy/policies or equivalent (Max:800 Words) \****Approaches:***6ai. Up to date gender equality policy/policies or equivalent (Max:800 Words) \*6aii. A costed action plan in place (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \* 1. Up to date gender equality policy/policies or equivalent
	* Please indicate the year when your entity’s gender policy and plans conclude (Max:100 Words) \*:
2. A costed action plan in place
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For “Exceeds” “Meets” “Approaches”: Please indicate the year when your entity’s gender policy and plans conclude \*** (Max:100 Words)**4. For “Exceeds” “Meets” “Approaches” “Missing”: Does your entity have a strategy/policy that focuses on advancing the entity’s commitments to gender equality in humanitarian settings? \*** 1. Yes - If yes, please provide explanation if any (Max: 200 Words)
2. No

**Action Plan:****5. For all ratings except “not applicable”:**1. Action Points for Improvement (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources Required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 Words):
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****6. For all entities: Please submit supporting documentation** (Only URLs Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting (please include website links if available): * Gender policy/strategy or equivalent
* Costed Action /Implementation plan
* Adequacy of resources
* Governing body report
* Gender parity strategy

  |

# **PI 7: Leadership**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **7ai.** Gender equality and the empowerment of women is proactively **promoted** **and** **pushed forward** by senior leadership both internally and publicly **and** **7aii.** Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a **senior level Gender Steering and Implementation Committee** or equivalent | **7bi.** Gender equality and the empowerment of women is proactively **promoted** **and pushed forward** by senior leadership both internally and publicly **and** **7bii.** Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a **senior level Gender Steering and Implementation Committee** or equivalent **and** Option 1 **7biii.** Head of the Gender Unit or equivalent **participates** in senior management team meetings, as relevant **or** Option 2 **7biii.** Head of the Gender Unit or equivalent has a **direct reporting line** to senior leadership | **7ci.** Gender equality and the empowerment of women is proactively **promoted and** **pushed forward** by senior leadership both internally and publicly**and** **7cii.** Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a **senior level Gender Steering and Implementation Committee** or equivalent**and** **7ciii.** Head of Gender Unit or equivalent **participates** in senior management team meetings, as relevant**and** 7civ. The Head of the Gender Unit or equivalent has a **direct reporting line** to senior leadership |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***7ci. Gender equality and the empowerment of women is proactively promoted and pushed forward by senior leadership both internally and publicly (Max:800 Words) \*7cii. Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a senior level Gender Steering and Implementation Committee or equivalent (Max:800 Words) \*7ciii. Head of Gender Unit or equivalent participates in senior management team meetings, as relevant (Max:800 Words) \* 7civ. The Head of the Gender Unit or equivalent has a direct reporting line to senior leadership (Max:800 Words) \****Meets:***7bi. Gender equality and the empowerment of women is proactively promoted and pushed forward by senior leadership both internally and publicly (Max:800 Words) \* 7bii. Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a senior level Gender Steering and Implementation Committee or equivalent (Max:800 Words) \*Option 1 - 7biii. Head of the Gender Unit or equivalent participates in senior management team meetings, as relevant (Max:800 Words) \* *(as this is an either-or question, you may choose to explain the option that the entity fulfills and provide “no information available” or a simple explanation for the other option)***or** Option 2 - 7biii. Head of the Gender Unit or equivalent has a direct reporting line to senior leadership (Max:800 Words) \* (*as this is an either-or question, you may choose to explain the option that the entity fulfills and provide “no information available” or a simple explanation for the other option)*For meeting requirements, please select which requirement the entity fulfills (single select): \*1. Option 1 - 7biii. Head of Gender Unit or equivalent participates in senior management team meetings, as relevant
2. Option 2 - 7biii. The Head of the Gender Unit or equivalent has a direct reporting line to senior leadership

***Approaches:***7ai. Gender equality and the empowerment of women is proactively promoted and pushed forward by senior leadership both internally and publicly (Max:800 Words) \*7aii. Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a senior level Gender Steering and Implementation Committee or equivalent (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \*1. Gender equality and the empowerment of women is proactively promoted and pushed forward by senior leadership both internally and publicly
2. Entity’s progress, learning and accountability for achieving results in the gender equality policies is enhanced through a senior level Gender Steering and Implementation Committee or equivalent
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”: Complete an Action Plan irrespective of the rating selected:**1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words):
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation for all ratings** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Minutes of CEB, HLCM, HLCP, UNSDG
* Gender Equality Steering and Implementation Committee - Agenda and meeting minutes
* Governing body minutes
* Senior Management Team meeting agenda/minutes
* Entity organizational chart
* Townhall recap
* All-staff emails from senior management
* Speeches
 |

# **PI 8: Gender-responsive performance management (Rating questions only)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **8ai**. System in place to hold entity senior leadership accountable for entity performance against the gender equality policies or equivalent   **and**  **8aii.** Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant  **and**  **8aiii.** A requirement for a proven track record in gender equality and the empowerment of women is included in senior appointments  | **8bi.** Entity senior leadership are held accountable for entity performance against the gender equality policies or equivalent  **and**  **8bii.** Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant  **and**  **8biii.** A requirement for a proven track record in gender equality and the empowerment of women is included in senior appointments  **and**  **8biv.** System of recognition rewards excellent work promoting gender equality and the empowerment of women  | **8ci.** Entity senior leadership are held accountable for entity performance against the gender equality policies or equivalent  **and**  **8cii.** Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant  **and**  **8ciii.** Senior appointments will include a requirement for a track record in gender equality   **and**  **8civ.** System of recognition rewards excellent work promoting gender equality and the empowerment of women  **and**  **8cv.** Senior leadership acts on feedback on their gender-responsive leadership through recurring and confidential staff surveys and/or 360-degree feedback mechanisms or equivalent  |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***8ci. Entity senior leadership are held accountable for entity performance against the gender equality policies or equivalent (Max:800 Words) \* 8cii. Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant (Max:800 Words) \* 8ciii. Senior appointments will include a requirement for a track record in gender equality (Max:800 Words) \* 8civ. System of recognition rewards excellent work promoting gender equality and the empowerment of women (Max:800 Words) \* 8cv. Senior leadership acts on feedback on their gender-responsive leadership through recurring and confidential staff surveys and/or 360-degree feedback mechanisms or equivalent (Max:800 Words) \****Meets:***8bi. Entity senior leadership are held accountable for entity performance against the gender equality policies or equivalent (Max:800 Words) \* 8bii. Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant (Max:800 Words) \* 8biii. A requirement for a proven track record in gender equality and the empowerment of women is included in senior appointments (Max:800 Words) \*  8biv. System of recognition rewards excellent work promoting gender equality and the empowerment of women (Max:800 Words) \****Approaches:***8ai. System in place to hold entity senior leadership accountable for entity performance against the gender equality policies or equivalent (Max:800 Words) \* 8aii. Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant (Max:800 Words) \* 8aiii. A requirement for a proven track record in gender equality and the empowerment of women is included in senior appointments. (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements: \*1. System in place to hold entity senior leadership accountable for entity performance against the gender equality policies or equivalent
2. Knowledge or experience in gender equality is embedded as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant
3. A requirement for a proven track record in gender equality and the empowerment of women is included in senior appointments
4. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words):
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Core values and competencies
* Entity competency framework
* Senior leadership compacts or equivalent
* System of recognition or award system
* Results and reports of staff surveys
* Learning Plan
* Job Descriptions/ Terms of Reference
 |

**D. Financial resources**

# **PI 9: Gender Equality Marker**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **9a.** **The four-point gender equality marker (GEM) scale** is applied through the entity’s Enterprise Resource Planning (ERP) system, in alignment with the Chief Executives Board for Coordination (CEB) VII UN data standard | **9bi.** **The four-point gender equality marker (GEM) scale** is applied through the entity’s Enterprise Resource Planning (ERP) system, in alignment with the Chief Executives Board for Coordination (CEB) VII UN data standard   **and**  **9bii.** **Quality assurance** for the application of the GEM is ensured and supported through capacity building and guidance  | **9ci.** **The four-point gender equality marker (GEM) scale** is applied through the entity’s Enterprise Resource Planning (ERP) system, in alignment with the Chief Executives Board for Coordination (CEB) VII UN data standard  **and**  **9cii.** **Quality assurance** for the application of the GEM is ensured and supported through capacity building and guidance  **and**  **9ciii.** **Quality-assured financial information** based on the GEM is reported to governing bodies or the Chief Executives Board for Coordination (CEB) |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***9ci. The four-point gender equality marker (GEM) scale is applied through the entity’s Enterprise Resource Planning (ERP) system, in alignment with the Chief Executives Board for Coordination (CEB) VII UN data standard (Max:800 Words) \* 9cii. Quality assurance for the application of the GEM is ensured and supported through capacity building and guidance (Max:800 Words) \* 9ciii. Quality-assured financial information based on the GEM is reported to governing bodies or the Chief Executives Board for Coordination (CEB) (Max:800 Words) \****Meets:***9bi. The four-point gender equality marker (GEM) scale is applied through the entity’s Enterprise Resource Planning (ERP) system, in alignment with the Chief Executives Board for Coordination (CEB) VII UN data standard (Max:800 Words) \* 9bii. Quality assurance for the application of the GEM is ensured and supported through capacity building and guidance (Max:800 Words) \****Approaches:***9a. The four-point gender equality marker (GEM) scale is applied through the entity’s Enterprise Resource Planning (ERP) system, in alignment with the Chief Executives Board for Coordination (CEB) VII UN data standard (Max:800 Words) \****Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions – pending finalization:** **3. For all ratings except “Not applicable”**Does the entity apply the Gender Equality Marker (GEM)? \*1. Yes
2. No

**If YES (= your entity applies the GEM) (applies only to entities that respond affirmatively to the previous question),please answer below 8 questions**1. Which type of scale is used? \*
	* 4-point scale (0, 1, 2/2A, 3/2B)
	* Other
2. At what level of tagging is the GEM applied? \*
	* Project level
	* Outcome level
	* Output level
	* Activity level
	* Other (please explain) (Max:200 Words): \*
3. Does the entity apply the GEM to track finances? \*
	* Yes
	* No
4. In which areas or budget sources does the entity apply the GEM? \*
	* All budget sources (including program-related costs, staff-related costs and admin/management costs)
	* Only program-related costs and staff-related costs
	* Only non-core budget or voluntary contributions (extra-budgetary sources for Secretariat entities) (only program-related costs)
	* Only staff-related costs
	* Other (please explain) (Max:200 Words) \*
5. Please provide the percentage of expenses that are tagged with a GEM score and the percentage of total expenses that is not GEM coded (e.g. 30% if programmatic cost is tagged with a GEM, 70% of expenses are not tagged) \* (Max: 200 Words)
6. How is the GEM information generated? \*
	* It is automatically generated from the ERP
	* It is done manually
	* Other (please explain) (Max:200 Words) \*
7. Is the GEM embedded in the Enterprise Resource Planning (ERP) of the entity? \*
	* Yes
	* No
	* 8) If yes, which ERP is used in your entity? \*
		+ - * UMOJA IPMR
				* Atlas/Quantum
				* Other (please explain) (Max:200 Words) \*

**4. Only for “exceeding requirements”** If your entity reports GEM finances to the governing body, what is the frequency of the report? \*1. Annually
2. Biannually
3. Other (please explain) (Max:200 Words) \*

**Action Plan:****5. For all ratings except “not applicable”:**1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are expected to be available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****6. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Gender Marker tracking information extracted from the system
* Gender Marker guidelines
* Gender Marker training materials
* Quality assurance documentation on the usage of Gender Marker
* Gender Marker info in the reports of Governing Bodies and/or CEB
 |

# **PI 10: Financial Targets**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **10a.** A **financial target** for gender equality and the empowerment of women is set and a plan is developed to reach it  | **10bi.** A **financial target** for gender equality and the empowerment of women as a principal objective is met (**GEM 3/2B**)  **and** **10bii.** A **financial and narrative report** linking funding to specific gender-related results and ensuring there is a justification for activities considered GEM 0 is developed  | **10ci.** A **financial target** for gender equality and the empowerment of women as a principal objective is met **(GEM 3/2B**)  **and** **10cii.** A **financial target** for activities contributing significantly to gender equality and the empowerment of women is met **(GEM 2/2A)**  **10ciii.** A **financial and narrative report** linking funding to specific gender-related results and ensuring there is a justification for activities considered GEM 0 is published  |
| **1. Performance Indicator Rating Selection\***☐ Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***10ci. A financial target for gender equality and the empowerment of women as a principal objective is met (GEM 3/2B) (Max:800 Words) \*10cii. A financial target for activities contributing significantly to gender equality and the empowerment of women is met (GEM 2/2A) (Max: 800 Words) \*10ciii. A financial and narrative report linking funding to specific gender-related results and ensuring there is a justification for activities considered GEM 0 is published (Max: 800 Words) \****Meets:***10bi. A financial target for gender equality and the empowerment of women as a principal objective is met (GEM 3/2B) (Max: 800 Words) \*  10bii. A financial and narrative report linking funding to specific gender-related results and ensuring there is a justification for activities considered GEM 0 is developed (Max: 800 Words) \* ***Approaches:***10a. A financial target for gender equality and the empowerment of women is set and a plan is developed to reach it (Max:800 Words) ***Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions – pending finalization:****3. For “Meets” and “Exceeds”:**1. What is the financial target established for GEM 3/2b? \* *(please provide the financial target in percentage terms,* e.g. 3%, 8%).
2. How is the financial target calculated? \* (*(please provide a formula including budget sources and to which gender marker scores it refers (e.g., proportion of programmatic expenditure for activities classified as GEM 3/2b over total programmatic expenditure in the year).* (Max:200 Words)
3. How was the financial target established? \* (e.g., part of the Strategic Plan, in the Gender Policy, approval by the governing body, year of approval, period covered by the target). (Max:200 Words)
4. Was the financial target on GEM 3/2b met or exceeded in 2024 (or the last year available)? \*
	1. It was met.
	2. It was exceeded.
5. Please provide the percentage that was achieved (e.g. the expenditure on GEM 3/2b in 2024 constituted 2%)\*:

**4. Only for “Exceeds”:**1. What is the financial target established for GEM 2/2a? \* *(please provide the financial target in percentage terms,* e.g. 3%, 8%).
2. How is the financial target calculated? \* (*(please provide a formula including budget sources and to which gender marker scores it refers (e.g., proportion of programmatic expenditure for activities classified as GEM 2/2a over total programmatic expenditure in the year).* (Max:200 Words)
3. How was the financial target established? \* (e.g., part of the Strategic Plan, in the Gender Policy, approval by the governing body, year of approval, period covered by the target). (Max:200 Words)
4. Was the financial target on GEM 2/2a met or exceeded in 2024 (or the last year available)? \*
	1. It was met.
	2. It was exceeded.
5. Please provide the percentage that was achieved (e.g. the expenditure on GEM 2/2a in 2024 constituted 2%).\*

**Action Plan:****5. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****6. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Document that demonstrates that a financial target is set (GEM 3/2B) / (GEM 2/2A)
* Plan to reach the financial target
* Financial and narrative report
* Document that demonstrates that financial target (s) have been met
 |

**E. Institutional Capacity**

# **PI 11: Gender Architecture**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **11a.** Gender focal points or equivalent at at HQ, regional and/or country levels are:  a. appointed from **Professional staff level P4** and above or equivalent **National Professional Officers** b. have written **terms of reference** c. capacitated with adequate **gender expertise** d. at least **20 percent of their time** is allocated to gender focal point functions | **11bi.** Gender focal points or equivalent at HQ, regional and/or country levels are:  a. appointed from **Professional staff level P4** and above or equivalent **National Professional Officers** b. have written **terms of reference** c. capacitated with adequate gender expertise  d. at least **20 percent of their time** is allocated to gender focal point functions  **and** **11bii.** **Staffing standards, training and deployment preparation** needed for supporting the implementation of the entity’s gender equality goals are **established**   **and** **11biii.** Gender **department/unit is fully funded according to an agreed funding formula**, based on staffing standards/ according to the entity mandate   | **11ci.** Gender focal points or equivalent at HQ, regional and/or country levels are:  a. appointed from **Professional staff level P5** and above or equivalent **National Professional Officers** b. have written **terms of reference** c. capacitated with adequate **gender expertise** d. at least **20 percent of their time** is allocated to gender focal point functions e. specific **funds are allocated** to support the gender architecture and gender focal point networking  **and** **11cii.** **Staffing standards, training and deployment preparation** needed for supporting the implementation of the entity’s gender equality goals are **implemented**  **and**  **11ciii.** Gender **department/unit is fully funded according to an agreed funding formula**, based on staffing standards/ according to the entity mandate  **and** **11civ.** Entity demonstrates **effective use of a roster of specialized expertise on gender equality and the empowerment of women** |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐ Meets requirements ☐ Approaches requirements☐ Missing☐ Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there are multiple requirements to a Performance Indicator, UN entities are required to report on each of the requirements. The reporting platform has mandatory explanation boxes for each requirement of the Indicator. ***Exceeds:***11ci. Gender focal points or equivalent at HQ, regional and/or country levels are:  a. appointed from Professional staff level P5 and above or equivalent National Professional Officers, b. have written terms of reference, c. capacitated with adequate gender expertise, d. at least 20 percent of their time is allocated to gender focal point functions, e. specific funds are allocatedto support the gender architecture and gender focal point networking (Max:800 Words) \*11cii. Staffing standards, training and deployment preparation needed for supporting the implementation of the entity’s gender equality goals are implemented (Max:800 Words) \*11ciii. Gender department/unit is fully funded according to an agreed funding formula, based on staffing standards/ according to the entity mandate (Max:800 Words) \*11civ. Entity demonstrates effective use of a roster of specialized expertise on gender equality and the empowerment of women (Max: 800 Words) \****Meets:***11bi. Gender focal points or equivalent at HQ, regional and/or country levels are:  a. appointed from Professional staff level P4 and above or equivalent National Professional Officers, b. have written terms of reference, c. capacitated with adequate gender expertise, d. at least 20 percent of their time is allocated to gender focal point functions (Max:800 Words) \*11bii. Staffing standards, training and deployment preparation needed for supporting the implementation of the entity’s gender equality goals are established (Max:800 Words) \*10biii. Gender department/unit is fully funded according to an agreed funding formula, based on staffing standards/ according to the entity mandate (Max:800 Words) \***Notes for small entities:****Small entities that do not have a gender unit can meet requirements**, as long as they are able to explain that they have a well-functioning gender architecture, with adequate resources according to the entity mandate, and provide evidence of that.***Approaches:*** 11a. Gender focal points or equivalent at HQ, regional and/or country levels are:  a. appointed from Professional staff level P4and above or equivalent National Professional Officers, b. have written terms of reference, c. capacitated with adequate gender expertise, d. at least 20 percent of their timeis allocated to gender focal point functions (Max:800 Words) \****Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions – pending finalization:** **3. For “Exceeds” “Meets” “Approaches” and “Missing”:**1. Total number of entity staff *(part time or full-time staff, no consultants) \**
2. Total cost of all entity staff *(total financial “spend” for staff members payable by the entity) \**

**4. For “Exceeds” and “Meets”**Does the entity have a Gender Unit? *\** **Yes/No** *(Gender Unit or Equivalent (Office, Department, Branch, etc.) personnel are individuals working in organizational units charged with coordinating the entity's work on GEWE through providing strategic support for the development of policies, projects, capacity building and strategic initiatives, etc)* **If YES, *(= if your entity has a gender unit) (applies only to entities that respond affirmatively to the previous question)* please answer below 6 questions**1. Total number of staff in the gender unit: *\**
2. Total staff cost of gender unit: *\**
3. Financial allocation of gender unit (excluding staff cost) *\**: *(This refers to the budget of the Gender Unit that is not allocated to staff costs but dedicated to implement initiatives or coordinating programmes led by the Gender Unit)*
4. Has the remit of the gender unit recently expanded to address other cross-cutting issues than GEWE? *\** **Yes/No**
	* **If YES:** the gender unit addresses cross-cutting issues in addition to GEWE, please select all that apply: *\**
		+ - Racism - Environment - Disability - Risk management - Education - LGBTQI+ - Partnership and resource mobilization - Parity - Peace and security -Other
	* **If YES:** please explain the extent to which the additional cross-cutting issues have been accompanied by an increase of financial and human resources allocated to the Gender Unit (Max:200 Words): \*
5. Location of Gender Unit: Where is the gender unit located in the organigram? *\**
	* Office of the Executive Director
	* USG Office
	* Division
	* Section
	* Cluster
	* Other (please explain) (Max:200 Words) \*
6. Level of seniority of Gender Unit: What is professional level of the head of the Gender Unit? *\**
* Director level (D1 and D2)
* P5
* P4
* P3
* Other (please explain) (Max:200 Words) \*

**5. For “Exceeds” “Meets” “Approaches” and “Missing”:**1. Where is the gender parity function located? *\** (Max:200 Words)
2. Total number of gender focal points in the entity: *\* (Gender Focal Points, or their equivalents, are resource persons within entities tasked with raising awareness and understanding of gender-related issues. They also promote the application of gender equality and gender mainstreaming. Typically, only a fraction of their work time (around 20%) is allocated to gender issues).*
3. Number of gender advisor and women’s protection advisor posts that have been vacant for six months or more in the previous reporting year: *\**
4. Does the entity have gender advisors/specialists that are not part of the gender unit? \* **Yes/No.** *(Gender Advisors, or their equivalents (specialist, officer, project specialist, etc.) are individual staff working fulltime outside of a Gender Unit (e.g., field-based gender advisors or individual gender advisors at HQ level in entities with no gender unit) to ensure gender perspectives are integrated across entity’s functional and substantive areas (e.g., capacity building, conducting gender analysis of strategic and project documents, provision of policy advice and high-quality advisory inputs, etc.).*
* **If YES**: Total number of gender advisors/specialists (not part of the gender unit) in the most recent available reporting year. *\**

**Action Plan:****6. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words):
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****7. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Gender Focal Point TORs
* Overview of the gender unit’s budget
* Staffing standards
* Documents that demonstrate effective use of gender roster
* Organizational chart
* Documents detailing the funds allocated to support gender focal point networking
* Documents showing the activities organized for Gender Focal Points
 |

# **PI 12: Capacity Development**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **12ai.** Ongoing **mandatory training** on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices  **and**  **12aii.** A **capacity assessment** in gender equality and the empowerment of women is carried out  **and**  **12aiii.** A **costed capacity development plan** to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women is developed  | **12bi.** Ongoing **mandatory training** on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices  **and**  **12bii.** A **capacity assessment** in gender equality and the empowerment of women is carried out  **and**  **12biii.** A **costed entity-wide capacity developmen**t plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women implemented  **and**  **12biv.** Capacity-building initiatives to develop skills and knowledge on gender equality and the empowerment of women are undertaken by **personnel in specific roles and functions**  **and**  **12bv.** **Unconscious bias training** rolled out starting with senior leadership and**12bvi.** Gender-responsive leadership **(GRL)** **training** undertaken by senior leadership | **12ci.** Ongoing **mandatory training** on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices  **and**  **12cii.** A **capacity assessment** in gender equality and the empowerment of women is carried out  **and**  **12ciii.** A **costed entity-wide capacity development plan** to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women is evaluated  **and**  **12civ.** The effective use of skills and knowledge on gender equality and the empowerment of women, acquired through capacity development by **personnel in specific roles and functions** is **demonstrated**  **and**  **12cv.** **Unconscious bias training** rolled out for all staff**and** 12cvi. The effective application of gender-responsive leadership **(GRL)** **training** undertaken by senior leadership is **demonstrated** |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***12ci. Ongoing mandatory training on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices (Max:800 Words) \* 12cii. A capacity assessment in gender equality and the empowerment of women is carried out (Max:800 Words) \* 12ciii. A costed entity-wide capacity development plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women is evaluated (Max:800 Words) \* 12civ. The effective use of skills and knowledge on gender equality and the empowerment of women, acquired through capacity development by personnel in specific roles and functions is demonstrated (Max:800 Words) \* 12cv. Unconscious bias training rolled out for all staff (Max:800 Words) \*12cvi. The effective application of gender-responsive leadership (GRL) training undertaken by senior leadership is demonstrated (Max:800 Words) \****Meets:***12bi. Ongoing mandatory training on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices (Max:800 Words) \* 12bii. A capacity assessment in gender equality and the empowerment of women is carried out (Max:800 Words) \* 12biii. A costed entity-wide capacity development plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women implemented (Max:800 Words) \* 12biv. Capacity-building initiatives to develop skills and knowledge on gender equality and the empowerment of women are undertaken by personnel in specific roles and functions (Max:800 Words) \* 12bv. Unconscious bias training rolled out starting with senior leadership (Max:800 Words) \*12bvi. Gender-responsive leadership (GRL) training undertaken by senior leadership (Max:800 Words) \****Approaches:***12ai. Ongoing mandatory training on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices (Max:800 Words) \* 12aii. A capacity assessment in gender equality and the empowerment of women is carried out (Max:800 Words) \* 12aiii. A costed capacity development plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women is developed (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements: \*1. Ongoing mandatory training on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices
2. A capacity assessment in gender equality and the empowerment of women is carried out
3. A costed capacity development plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women is developed
4. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For “Exceeds” “Meets” “Approaches” “Missing”:****Please indicate if the “I Know Gender” course is the mandatory training on GEEW \*:** Yes/ No**4. For “Exceeds” “Meets” “Approaches” and “Missing”:**1. **Does your entity provide tailored trainings to gender focal points (GFP)?** **\*** YES/NO
	* If yes, please briefly describe the outline of the GFP training (Max: 300 words).
2. **Does your entity provide trainings to technical staffs or programmatic staffs, e.g., on gender-responsive implementation/programming? \*** YES/NO
	* If yes, please briefly describe the outline of the training (Max: 300 words).

**Action Plan:****5. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****6. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Capacity assessment survey and outcome
* Costed entity-wide capacity development plan
* Document stating that gender training is mandatory for all staff
* Tracking/monitoring data
* GRL Training outline for senior management
* Unconscious bias training
 |

**F. Organizational Culture and Human Resources**

# **PI 13: Organizational Culture**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **13a.** Organizational culture **fully** supports promotion of gender equality and the empowerment of women  | **13bi.** Organizational culture **fully** supports promotion of gender equality and the empowerment of women  **and**  **13bii.** An **internal gender and power analysis or equivalent** of the systems, structures and hierarchies and formal and informal decision-making is conducted to identify and remove barriers to gender equality | **13ci.** Organizational culture **fully** supports promotion of gender equality and the empowerment of women​  **and** **13cii.** An **internal gender and power analysis or equivalent** of the systems, structures and hierarchies and formal and informal decision-making is conducted to identify and remove barriers to gender equality   **and**  **13ciii.** **Agreed-upon recommendations** from the internal power analysis are **implemented** |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there are multiple requirements to a Performance Indicator, UN entities are required to report on each of the requirements. The reporting platform has mandatory explanation boxes for each requirement of the indicator. ***Exceeds:***13ci. Organizational culture fully supports promotion of gender equality and the empowerment of women (Max:800 Words) \* 13cii. An internal gender and power analysis or equivalent of the systems, structures and hierarchies and formal and informal decision-making is conducted to identify and remove barriers to gender equality (Max:800 Words) \* 13ciii. Agreed-upon recommendations from the internal power analysis are implemented (Max:800 Words) \****Meets:***13bi. Organizational culture fully supports promotion of gender equality and the empowerment of women (Max:800 Words) \* 13bii. An internal gender and power analysis or equivalent of the systems, structures and hierarchies and formal and informal decision-making is conducted to identify and remove barriers to gender equality (Max:800 Words) \****Approaches:***13a. Organizational culture fully supports promotion of gender equality and the empowerment of women (Max:800 Words) \****Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For all ratings except “Not Applicable”:****Facilitative Policies:**1. Implement, promote and report on facilitative policies for parental, family and emergency leave, breast-feeding/nursing and childcare (Max:800 Words) \*:
2. Implement, promote and evaluate policies related to work-life balance/professional and personal life integration, including part-time work and flexible working arrangements, such as staggered working hours, telecommuting, scheduled breaks for extended learning activities, compressed work schedules, financial support for parents travelling with a child, and phased retirement (Max:800 Words) \*:
3. Promote existing UN rules and regulations on work-life balance with an internal mechanism available to track implementation and accessibility by gender and grade. (Max:800 Words) \*:
4. Periodic staff meetings by units are scheduled during core working hours and on working days of staff working part-time, with teleconference or other IT means actively promoted. (Max:800 Words) \*:

**Monitoring Mechanisms:**1. Conduct, disseminate results of, and report on regular global surveys and mandatory exit interviews which obtain and analyse data relevant for an assessment of the qualitative aspect of organizational culture and provide insight into issues that have a bearing on recruitment, retention and staff experience, including staff well-being, equality and zero tolerance for unethical behaviour, including online (Max:800 Words) \*:
2. Implement policies for the prevention of discrimination and harassment, including special measures for [prevention from sexual exploitation and sexual abuse](https://www.un.org/preventing-sexual-exploitation-and-abuse/content/policies-and-protocols), ethics office, abuse of authority, administration of justice, conflict resolution and protection against retaliation. Demonstrate adherence to all system-wide and agency/ organization- specific sexual harassment policies, including the [CEB Model Policy](https://www.unsystem.org/content/un-system-model-code-conduct) adopted in November 2018, and the [UN system’s Model Code of Conduct](https://www.unsystem.org/content/un-system-model-code-conduct). When investigations are called for, use the Investigators’ Manual as a guide for consistent, effective and efficient investigations into sexual harassment complaints that puts victims/survivors at the centre of efforts to address sexual harassment in the UN system (Max:800 Words) \*:
3. UN rules and regulations on ethical behaviour are enforced and personnel are required to complete the mandatory ethics training, with zero tolerance for discrimination, harassment, including sexual harassment and abuse of authority implemented (Max:800 Words) \*:

**Action Plan:****4. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****5. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Policy documents
* internal gender and power analysis
* Surveys
* Exit interview template
* Gender audit report
* Training/learning materials
* Demonstrate tracking FWA implementation and accessibility by gender and grade
 |

# **PI 14: Protection from Sexual Abuse and Exploitation (PSEA) and Sexual Harassment (SH)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **14ai.** Entity-wide Action Plan developed and implemented (or on track for implementation) based on risk assessments across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach**and** **14aii.** Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices | **14bi.** Entity-wide Action Plan developed, resourced and implemented (or on track for implementation) based on risk assessments across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach**and****14bii.** Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices**and**14biii. Report on the PSEA actions taken provided to entity’s governing body and the Office of the Special Coordinator on improving the UN response to sexual exploitation and abuse (OSCSEA)**and****14biv.** Report on SH measures taken provided to the entity’s governing body | **14ci.** Entity-wide Action Plan developed, fully-funded and implemented based on risk assessments, across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach**and****14cii.** Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices**and****14ciii.** Report on the PSEA actions taken provided to entity’s governing body and the Office of the Special Coordinator on improving the UN response to sexual exploitation and abuse (OSCSEA)**and****14civ.** Report on the SH measures taken provided to the entity’s governing body**and****14v.** Update of progress achieved in the promotion of a lasting change in organizational culture, behavior and attitudes towards all forms of SEA and SH included in its annual report to entity’s governing body |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***14ci. Entity-wide Action Plan developed, fully-funded and implemented based on risk assessments, across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach (Max:800 Words) \*14cii. Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices (Max:800 Words) \*14ciii. Report on the PSEA actions taken provided to entity’s governing body and the Office of the Special Coordinator on improving the UN response to sexual exploitation and abuse (OSCSEA) (Max:800 Words) \*14civ. Report on the SH measures taken provided to the entity’s governing body (Max:800 Words) \*14v. Update of progress achieved in the promotion of a lasting change in organizational culture, behavior and attitudes towards all forms of SEA and SH included in its annual report to entity’s governing body (Max:800 Words) \****Meets:***14bi. Entity-wide Action Plan developed, resourced and implemented (or on track for implementation) based on risk assessments across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach (Max:800 Words) \*14bii. Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices (Max:800 Words) \*14biii. Report on the PSEA actions taken provided to entity’s governing body and the Office of the Special Coordinator on improving the UN response to sexual exploitation and abuse (OSCSEA) (Max:800 Words) \*14biv. Report on SH measures taken provided to the entity’s governing body (Max:800 Words) \****Approaches:***14ai. Entity-wide Action Plan developed and implemented (or on track for implementation) based on risk assessments across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach (Max:800 Words) \*14aii. Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \*1. Entity-wide Action Plan developed and implemented (or on track for implementation) based on risk assessments across the entity globally on Protection from Sexual Exploitation and Abuse using a victim-centered approach
2. Entity developed, disseminated, and implemented an entity-level protection sexual harassment measures using a victim-centred approach for their actions, in line with UN system standards and good practices
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Annual Reports on SEA and SH
* External Audits and Evaluations
* Report and results of system-wide or entity surveys on SEA and SH
* Training and Capacity-Building reports and metrics
* Policies and strategies providing guidance and standards for implementing, monitoring and reporting on SEA and SH, including on gender equality and human rights
 |

# **PI 15: Equal Representation of Women**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **15a.** Plan in place to achieve the equal representation of women for all professional and higher staff levels | **15b.** Equal representation of women for all professional and higher staff levels is reached | **15c.** Equal representation of women for all staff levels is reached |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***15c. Equal representation of women for all staff levels is reached (Max:800 Words) \****Meets:***15b. Equal representation of women for all professional and higher staff levels is reached (Max:800 Words) \****Approaches:***15a. Plan in place to achieve the equal representation of women for all professional and higher staff levels (Max:800 Words) \****Missing/Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Entity-specific Parity Strategy/Implementation Plan
* Gender Parity Statistics

**5. For all entities: Gender parity data by level \*:** Indicate by number of people in each group below

|  |  |  |
| --- | --- | --- |
| Name | Female | Male |
| P1 |  |  |
| P2 |  |  |
| P3 |  |  |
| P4 |  |  |
| P5 |  |  |
| D1 |  |  |
| D2 |  |  |
| ASG |  |  |
| USG |  |  |

 |

**F. Knowledge, Communication and Coherence**

# **PI 16: Knowledge Management and Communication**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **16ai.** **Transformative change** in relation to gender equality and the empowerment of women promoted through entity’s **communication channels and products**  **and**  **16aii.** **Knowledge management system** leveraged to share gender-related information and/or research internally and externally  | **16bi.** **Transformative change** in relation to gender equality and the empowerment of women promoted through entity’s **communication channels and products**  **and**  **16bii.** **Knowledge management system** leveraged to share gender-related information and/or research internally and externally  **and**  **16biii.** A gender perspective mainstreamed in **high-level reports and/ or briefings as relevant**, including UN Secretary-General reports as appropriate  | **16ci.** **Transformative change** in relation to gender equality and the empowerment of women promoted through entity’s **communication channels and products**  **and**  **16cii.** Knowledge management system leveraged to share gender-related information and/or research internally and externally  **and**  **16ciii.** A gender perspective mainstreamed in **high-level reports and/ or briefings as relevant,** including UN Secretary-General reports as appropriate  **and**  **16civ.** **Lessons learnt and best practices** on the effectiveness of knowledge management systems and communication channels for promoting gender equality and the empowerment of women captured and shared |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***16ci. Transformative change in relation to gender equality and the empowerment of women promoted through entity’s communication channels and products (Max:800 Words) \* 16cii. Knowledge management system leveraged to share gender-related information and/or research internally and externally (Max:800 Words) \*  16ciii. A gender perspective mainstreamed in high-level reports and/ or briefings as relevant, including UN Secretary-General reports as appropriate (Max:800 Words) \* 16civ. Lessons learnt and best practices on the effectiveness of knowledge management systems and communication channels for promoting gender equality and the empowerment of women captured and shared (Max:800 Words) \****Meets:***16bi. Transformative change in relation to gender equality and the empowerment of women promoted through entity’s communication channels and products (Max:800 Words) \* 16 bii. Knowledge management system leveraged to share gender-related information and/or research internally and externally (Max:800 Words) \*  16biii. A gender perspective mainstreamed in high-level reports and/ or briefings as relevant, including UN Secretary-General reports as appropriate (Max:800 Words) \****Approaches:***16ai. Transformative change in relation to gender equality and the empowerment of women promoted through entity’s communication channels and products (Max:800 Words) \* 16aii. Knowledge management system leveraged to share gender-related information and/or research internally and externally (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \*1. Transformative change in relation to gender equality and the empowerment of women promoted through entity’s communication channels and products
2. Knowledge management system leveraged to share gender-related information and/or research internally and externally
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Screenshots of intranet or website with URL references
* Gender-related publications
* Corporate communication plan
* Link to the Community of Practice if publicly available
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# **PI 17: Inter-agency Engagement**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | **17ai. Entity participated systematically** in inter-agency coordination mechanisms on gender equality and the empowerment of women. **​**  **​**  **and** **​**  **​**  **17aii.** Entity undertakes **a UN-SWAP peer review** process at least once every 4 years | **17bi. Entity effectively mainstreamed gender perspective** into inter-agency coordination mechanisms ​  ​  **and**  ​  **17bii.** Entity undertakes **a UN-SWAP peer review** process at least once every 4 years     **and**    **17biii. Agreed upon recommendations** from the UN-SWAP peer review process implemented  | **17ci. Entity effectively** **mainstreamed gender perspective** into inter-agency coordination mechanisms ​   **and** ​  ​  **17cii.** Entity undertakes **an UN-SWAP peer review** process at least once every 4 years     **and**    **17ciii. Agreed upon recommendations** from the UN-SWAP peer review process implemented ​  **and** ​  ​  **17civ. Entity supports implementation of at least one** UN-SWAP Performance Indicator in another entity |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***17ci. Entity effectively mainstreamed gender perspective into inter-agency coordination mechanisms (Max:800 Words) \*     17cii. Entity undertakes an UN-SWAP peer review process at least once every 4 years (Max:800 Words) \*     17ciii. Agreed upon recommendations from the UN-SWAP peer review process implemented (Max:800 Words) \*   17civ. Entity supports implementation of at least one UN-SWAP Performance Indicator in another entity (Max:800 Words) \****Meets:***17bi. Entity effectively mainstreamed gender perspective into inter-agency coordination mechanisms (Max:800 Words) \*      17bii. Entity undertakes a UN-SWAP peer review process at least once every 4 years (Max:800 Words) \*       17biii. Agreed upon recommendations from the UN-SWAP peer review process implemented (Max:800 Words) \****Approaches:***17ai. Entity participated systematically in inter-agency coordination mechanisms on gender equality and the empowerment of women (Max:800 Words) \*  17aii. Entity undertakes a UN-SWAP peer review process at least once every 4 years (Max:800 Words) \****Missing:***Explanation of why this rating has been given (Max:400 Words) \*For missing requirements, please select whether the entity fulfills any of the following requirements (single select): \*1. Entity participated systematically in inter-agency coordination mechanisms on gender equality and the empowerment of women
2. Entity undertakes a UN-SWAP peer review process at least once every 4 years
3. None of the above

***Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Other Questions:****3. For all ratings:**The name of the top UN entity your organization collaborated with the most in the past year:The name of the second UN entity your organization collaborated with the most in the past year:The name of the third UN entity your organization collaborated with the most in the past year:**Action Plan:****4. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****5. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Peer review report
* Implementation updates on peer review recommendations
* Documents that demonstrate gender mainstreaming in inter-agency coordination mechanisms
* Examples of how the entity has supported another entity to improve performance
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# **PI 18: Stakeholder Engagement**

|  |  |  |  |
| --- | --- | --- | --- |
| **Missing or N/A** | **Approaches requirements** | **Meets requirements** | **Exceeds requirements** |
|  | Option 1 **18ai.** Entity has established **consultation** system/s through which organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls can inform relevant programming and/or inter-governmental processes  **and/or**  Option 2 **18aii**. Entity **engages** with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led or supported by UN entities | **18bi**. Entity regularly **consults** appropriate organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls through established consultation system/s to inform relevant programming and/or inter-governmental processes  **and**  **18bii.** Entity regularly **engages** with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led or supported by UN entities  | **18ci.** Entity programming and/or inter-governmental processes are **informed** **by** organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls  **and**  **18cii.** Entity regularly **engages** with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led and/or supported by UN entities  **and** Option 1 **18ciii.** Entity contributes to enabling **economic opportunities** for women and girls and/or supporting access to financing  **and/or** Option 2**18civ.** Entity builds and maintains strategic partnerships with the **private sector and/or philanthropy** for advancing gender equality and the empowerment of women and girls   |
| **1. Performance Indicator Rating Selection\***☐Exceeds requirements☐Meets requirements ☐Approaches requirements☐Missing☐Not Applicable**Rating-related Questions:****2. EXPLANATION (for all ratings):****Please provide explanation of why rating has been given, including data sources \*** Where there is more than one requirement to a Performance Indicator, UN entities should report on each of the requirements relevant to the selected rating. The reporting platform provides with mandatory explanation boxes for each requirement.***Exceeds:***18ci. Entity programming and/or inter-governmental processes are informed by organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls  18cii. Entity regularly engages with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led and/or supported by UN entities Option 1 - 18ciii. Entity contributes to enabling economic opportunities for women and girls and/or supporting access to financing  **and/or**  Option 2 - 18civ. Entity builds and maintains strategic partnerships with the private sector and/or philanthropy for advancing gender equality and the empowerment of women and girls (Max:800 Words) \*For exceeding requirements, please select whether your entity fulfills one or both of the following requirements: \* 1. Option 1 - 18ciii. Entity contributes to enabling economic opportunities for women and girls and/or supporting access to financing
2. Option 2 - 18civ. Entity builds and maintains strategic partnerships with the private sector and/or philanthropy for advancing gender equality and the empowerment of women and girls

***Meets:***18bi. Entity regularly consults appropriate organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls through established consultation system/s to inform relevant programming and/or inter-governmental processes (Max:800 Words) \* 18bii. Entity regularly engages with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led or supported by UN entities (Max:800 Words) \****Approaches (you only need to provide explanation to one of the options. For the other option, it is acceptable to enter “no info available”):***Option 1 - 18ai. Entity has established consultation system/s through which organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls can inform relevant programming and/or inter-governmental processes (Max:800 Words) \* **and/or**  Option 2 - 18aii. Entity engages with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led or supported by UN entities (Max:800 Words) \*For approaching requirements, please select whether your entity fulfills one or both of the following requirements: \*1. Option 1 - 18ai. Entity has established consultation system/s through which organization/s or associations that promote gender equality and/or the rights and empowerment of women and girls can inform relevant programming and/or inter-governmental processes
2. Option 2 - 18aii. Entity engages with organizations or associations that promote gender equality and/or the rights and empowerment of women and girls for their meaningful participation in activities led or supported by UN entities

***Missing:***Explanation of why this rating has been given (Max:400 Words) \****Not Applicable:***Explanation of why this rating has been given (Max:400 Words) \***Action Plan:****3. For all ratings except “not applicable”:** 1. Action points (Max: 800 words) \*
2. Responsibility for follow-up (Max: 800 words) \*:
3. Resources required (US$) \*:
4. Use of funds (please note if the funds are already available for the required action or will need to be mobilized) (Max: 800 words) \*:
5. Timeline for improvement [(year(s)] – Please indicate key milestones and/or targets to meet and/or exceed this indicator (no word limit) \*

**Attachment:****4. For all entities: Please submit supporting documentation** (Only URLs, Word, PowerPoint, Excel, PDF and Images) (Max: 25 records)Please identify a self-explanatory title for the documents/URLs uploaded onto the platform. Once the documents or URLs are uploaded to the report, you can search for and reference them under different indicators without needing to upload them again. The uploaded documents/URLs will be available on the UN-SWAP Knowledge Hub after the report is finalized, unless you deselect the checkbox under “Share to Hub”.Examples of documents to attach to substantiate reporting:* Gender-responsive stakeholder engagement plans
* Documents that demonstrate regular consultation with organizations promoting GEEWG
* Documents that demonstrate regular engagement with organizations promoting GEEWG
* Documents that demonstrate contribution to financial accesses
* Partnership documents with private section
* Partnership documents with philanthropy
 |

# **Thematic Results Tab: (under testing):**

**For all entities: Three thematic results tabs have been added to the platform to collect qualitative data on the following themes.**

**Theme tab 1: Normative Results:** A specific tab serves the purpose to collect additional information about the specific ways in which UN entities engage with Member States on gender-related issues in intergovernmental fora that contributed to a tangible outcome.

1. Please indicate the intergovernmental fora in which your entity participated last year (e.g.: CSW, HLPF, UNGA, COP, Human Rights Council, UN Security Council, Peace Building Commission, G7, G20, International Labour Conference, World Health Assembly, ECOSOC, Regional fora (i.e. African Union, ASEAN, etc.))? (Max: 400 Words)
2. Can you provide an example of how your entity’s specific engagement contributed to the result (e.g.: policy advisory support, capacity-building, or advocacy, technical support (drafting resolutions/agreed conclusions), logistical support, staffing support, other)? Please share your observations on the effectiveness of the support provided. (Max: 400 Words)
3. Please share the main concrete outcomes in gender equality and the rights and empowerment of women and girls that resulted from your technical assistance to these fora (e.g.: the adoption of a gender-responsive policy, agreement on a resolution, increased capacity of Member States to advance gender equality, etc.)? (Max: 400 Words)
4. Please upload supporting documentation if any

**Theme tab 2: Humanitarian Action:** A specific tab serves the purpose to collect additional information about the specific ways in which UN entities engage with Member States and humanitarian actors on gender-related issues in humanitarian contexts that contributed to a tangible outcome.

1. Please indicate whether your entity has the means to monitor level of humanitarian financing to Women-Led Organizations (WLOs), whether it has established a percentage target of overall humanitarian financing that goes to WLOs which they are working towards meeting and whether that target has been met or exceeded (Max: 400 Words)
2. Please explain whether the entity has a methodological note for the established target and any plans to move existing benchmark to a higher level. (Max: 400 Words)
3. In what ways has increasing funding to LWOs expanded your entities reach in delivering humanitarian assistance? (Max: 400 Words)
4. Please provide an example of an engagement (e.g., policy advice, capacity-building, technical support, logistical support, staffing support) with Member States and humanitarian actors on gender-related issues in humanitarian contexts in 2024 and the resulting humanitarian outcome (e.g., improved access to services for women and girls, shifts in gender-responsive humanitarian policies, enhanced protection mechanisms for women and girls, or measurable improvements in access to life-saving services and resources for affected populations) (Max: 400 Words)
5. Please upload supporting documentation if any

**Theme tab 3: GEAP additional questions**: A specific tab serves the purpose to collect additional information about the GEAP implementation.

1. Has your entity developed its own specific GEAP or updated existing action plans or equivalent to integrate GEAP accelerators? \* (Max: 100 Words)
2. How many staff member(s) at USG and ASG level does your entity have in 2024? \* (Max: 100 Words)
3. How many of them have participated in a Gender Responsive Leadership training in 2024? \* (Max: 100 Words)
4. What type of resources has your entity allocated specifically for the implementation of the GEAP: \*
	1. Financial Resources
	2. Human Resources
	3. none
5. For which GEAP pillars has your entity allocated funding: \*
	1. Clarion call
	2. Gender Responsive Leadership
	3. Accountability for Gender Equality
	4. Resources
	5. Working with all stakeholders
	6. none
6. How much funding [USD] has your entity provided directly to local (country-level) women's organizations in Women, Peace and Security - Humanitarian Action? \* (number)
7. In which regions? \* (Max: 100 Words)
8. What specific types of support does your entity require to accelerate the implementation of the GEAP: \*
	1. Technical assistance
	2. Capacity building
	3. Additional funding
	4. Policy guidance
	5. Other? \*
9. If other, please describe: (Max: 100 Words)
10. Can you highlight one good practice or successful initiative your entity has implemented in 2024 that significantly contributes to accelerating gender equality under the GEAP framework? \* (Max: 400 Words)
11. Please upload supporting documentation if any

# **Additional Comments Tab: Internal Reporting Process (for all entities)**

**Internal reporting and quality assurance process**

**1. Please briefly explain the entity’s internal process for reporting on UN-SWAP 3.0. You may wish to include details of your planning, data collection, quality assurance, clearance and reporting processes. Please include information if you have an internal network of UN-SWAP focal points and what the highest level of clearance of the UN-SWAP report is in your entity. (Max:300 Words) \***

A brief summation of background or reporting architecture may also be included to provide context. This information will be included in the PDF version of the UN-SWAP report.

**2. Additional Comments (not included in PDF report)**

1. Please note here the main reasons why your entity has been able to progress on gender equality and the empowerment of women. You may also include advances in promoting gender equality and women's empowerment not captured in the UN SWAP Performance Indicator ratings (Max: 300 Words) \*:
2. Please note here the main factors that have stalled progress. You may also include any challenges in promoting gender equality and women's empowerment not captured in the UN SWAP Performance Indicator ratings (Max: 300 Words) \*:
3. Any other comments on 2024 performance (Max: 300 Words) \*: