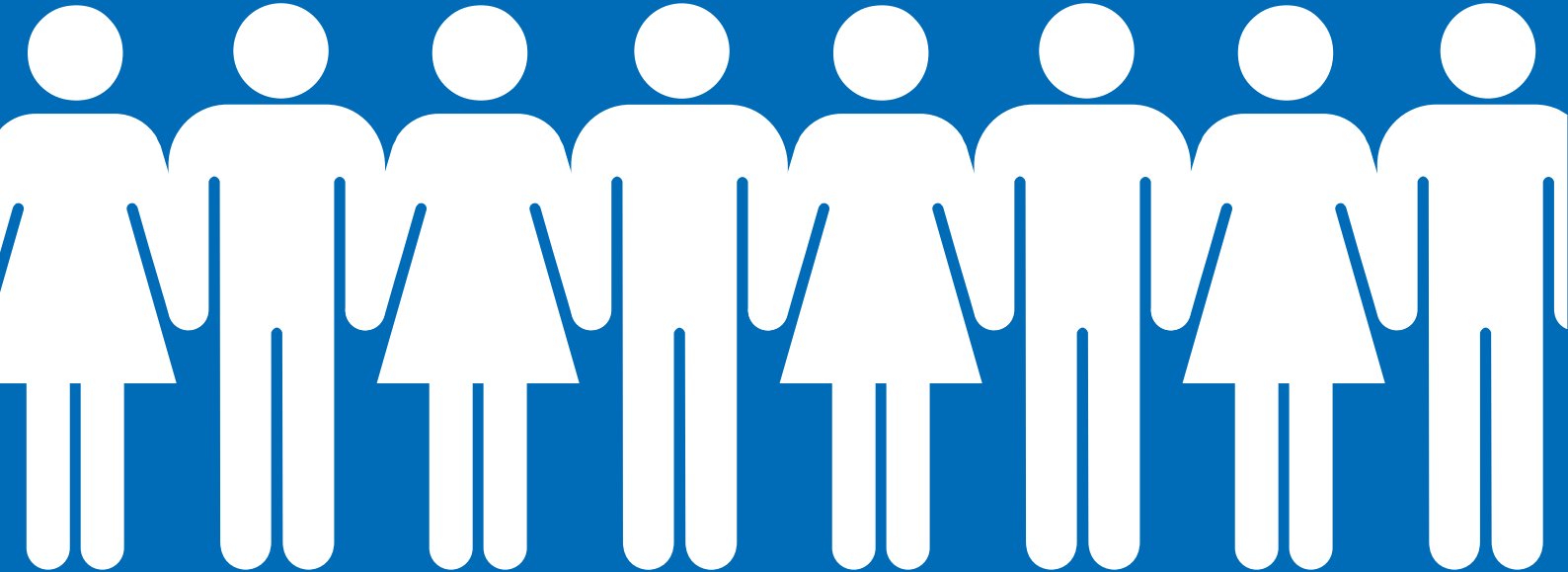# ANNEX

Annex 1: UN-SWAP 3.0 and Secretariat entities with a mainly administrative function

The UN-SWAP was developed in close consultation with the UN Secretariat, including the Office of Programme Planning, Finance and Budget, and guidance on UN-SWAP reporting has been revised to take into account changes in the UN Secretariat programme budget. Consultations have also been undertaken with UN-RIAS (United Nations Risk and Internal Audit Services), UNEG (United Nations Evaluation Group), HR Focal Points including the Department of Management Strategy Policy, and Compliance (DMSPC), the Office of the Special Coordinator on improving the UN response to sexual exploitation and abuse. Please note that the current UN Secretariat **Programme planning manual for PPB2025** recommends mainstreaming gender equality and empowerment of women (GEEW) in two ways, as appropriate:

- Showcase in the strategy, by providing programme specific information on activities, policies and strategies derived/in line with the UN SWAP 3.0
- Showcase in the results
  - Results and performance measures which contribute to GEEW
  - Performance measures which include indicators specific for measuring progress for GEEW

The UN-SWAP has attempted to account for the varied nature of the UN system by revising its guidance to ensure that it is appropriate for all entities. The UN Secretariat entities with a mainly administrative function have specific mandates in relation to the promotion of gender equality and the empowerment of women, and it is important that UN-SWAP reporting captures the full range of UN Secretariat achievements.

The administrative entities of the United Nations Secretariat play critical roles in supporting the overall mission of the UN, which includes promoting peace, security, and development, as well as addressing cross-cutting issues such as gender equality and the rights of women and girls. Their specific functions can vary but generally encompass several areas:

  i. **Human resources management**: recruitment and staffing, training and development, and performance management.
  ii. **Budget and financial management**: which involves budget preparation and execution, accounting and reporting, and resource mobilization.
  iii. **Administrative support services**: procurement and supply chain management, facility management, and logistics and transport services.
  iv. **Information and communication technology (ICT)**: IT infrastructure management, cybersecurity, and technical support.
  v. **Legal and compliance services**: legal advice and policy development.
  vi. **Public information and communication**: media relations, public outreach, and communication strategy development.
  vii. **Monitoring and evaluation**: program evaluation and data collection and analysis.

I. Gender-related SDG Results

A. Results-based Management

01. Performance Indicator: Strategic Planning Gender-related SDG results

UN-SWAP Performance Indicators 1 and 2 focus on entities that carry out an intersectional gender analysis, incorporate sex-disaggregated data throughout their strategic planning processes and include, achieve and report on at least one high-level result on gender equality and the empowerment of women, tied to the SDGs, in their main strategic planning document or its equivalent. The focus of these indicators is on normative areas of activity and development/humanitarian results, and they **may be not applicable for some Secretariat**

entities with a mainly administrative function, or training and research institutes. If that is the case, they should report these indicators as 'not applicable'.

02. Performance Indicator: Reporting and Use of Data on Gender-related SDG results

Entities should report 'not applicable', if they do not report on at least one high-level result on gender equality and the empowerment of women, tied to the SDGs, in their main strategic planning document, as explained above.

03. Performance Indicator: Achievement of Gender-related SDG results

Entities with a mainly administrative function and training and research institutes should report on gender-related results not reported on elsewhere in the UN-SWAP, under Performance Indicator 3, the title of which has been adapted for these entities to: "Gender-related results not captured elsewhere in UN-SWAP reporting."

Examples of these results are: organizing discussions that focus on gender mainstreaming, with balanced panels; implementation of gender-responsive policies in human resources practices, leading to increased female representation at all levels of the UN; development and implementation of guidelines to promote gender equality in procurement; ensuring gender-sensitive language in official documentation and reports; development of safety protocols that specifically address the needs of female staff and delegates in high-risk environments; implementation of gender-aware security assessments in UN facilities and missions; promotion of initiatives that support women's leadership and participation;; engagement with Member States on gender mainstreaming and the advancement of women's rights..

Please note that reporting under this Indicator is mandatory for all UN-SWAP reporting entities and should not include areas covered by other Performance Indicators. For example, gender policy and parity are covered by indicators 6 and 15, leadership by indicator 7, organizational culture by indicator 13, and capacity development by indicator 12. Any reporting under indicator 3 should therefore be in addition to reporting on these other indicators, focusing primarily on gender-related results that contribute to meeting transformative SDG targets.

B. Oversight

04. Performance Indicator: Evaluation

Entities with a mainly administrative function do not for the most part carry out evaluations. Where evaluations are carried out, they should meet the requirements set out for this Performance Indicator. Self-evaluations should be assessed against the guidance for this type of evaluations provided by the Office of Internal Oversight Services (OIOS) / UN Evaluation Group (UNEG). If evaluations are not carried out the rating for this indicator should be "not applicable".

05. Performance Indicator: Audit

Audit is a centralized function in the UN Secretariat and entities should report according to the data provided by OIOS. UN Women will share the OIOS input with all UN-SWAP Focal Points in the Secretariat before the reporting deadline.

II. Institutional Strengthening to Support Achievement of Results

C. Accountability

06. Performance Indicator: Policy

Entities should report on their gender equality strategy (policy) and/or equivalent, including their parity implementation plan. To meet requirements, entities should have a gender policy that is costed and resourced, with tracking and reporting on deliverables in place. To exceed requirements, entities should report at least every two years to the Governing Body or its equivalent on the implementation of the gender equality policies or equivalent.

07. Performance Indicator: Leadership

Entities should report as per the Technical Guidance.

08. Gender-responsive Performance Management

Performance management is a centralized function in the UN Secretariat, and entities should report according to the data provided by DMSPC. UN Women will share the DMSPC input with all UN-SWAP Focal Points in the Secretariat before the reporting deadline. Entities are encouraged to complement the data provided by DMSPC, ensuring that the report accurately and comprehensively covers all institutional contributions to gender equality and the empowerment of women related to this indicator.

D. Financial Resources

09. Performance Indicator: Gender Equality Marker

Use of UMOJA IPMR (Integrated Planning, Management and Reporting) is mandatory for managing all UN-Secretariat projects funded through extra-budgetary resources (XB) from voluntary contributions. With the introduction of the IPMR module in UMOJA, UN Secretariat entities can record the gender equality marker code for each project/output in IPMR and to track gender-related expenditures throughout the project cycle, based on a 4-point gender marker (GEM) scale. UN Secretariat entities should report 'not applicable' only if they do not have XB-funded projects and/or if the entity has not yet started reporting, including pilot reporting, on other funding sources in IMPR, such as, Regular Budget (RB) funds from assessed contributions.

10. Performance Indicator: Financial Targets

UN Secretariat entities with a primarily administrative focus should report 'not applicable' for this Performance Indicator, until the configuration of this system is finalized, and financial allocations can be tracked for all budget sources—except when extra-budgetary sources provide for more than 20 per cent of their funding. Entities which have more than 20 per cent of their funding derived from Extra-budgetary funding should develop a resource allocation system specific to these resources.

E. Institutional Capacity

11. Performance Indicator: Gender Architecture

Entities should report as per the Technical Guidance.

12. Performance Indicator: Capacity Development

Entities should report as per the Technical Guidance.

F. Organizational Culture and Human Resources

13. Performance Indicator: Organizational Culture

Entities should report as per the Technical Guidance.

[NEW] 14. Performance Indicator: Tackling the Prevention of Sexual Abuse and Exploitation (PSEA) and Sexual Harassment

Entities should report as per the Technical Guidance.

15. Performance Indicator: Equal Representation of Women

Entities should report as per the Technical Guidance.

F. Knowledge, Communication and Coherence

16. Performance Indicator: Knowledge Management and Communication

Entities should report as per the Technical Guidance.

17. Performance Indicator: Interagency Engagement

Entities should report as per the Technical Guidance.

[NEW] 18. Performance Indicator: Stakeholder Engagement

Entities should report as per the Technical Guidance.

Annex 2: Glossary

Gender Mainstreaming

Mainstreaming a gender perspective is the process of assessing the implications for women and men of any planned action, including legislation, policies or programmes, in all areas and at all levels. It is a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of policies and programmes in all political, economic and societal spheres so that women and men benefit equally, and inequality is not perpetuated. The ultimate goal is to achieve gender equality. Source: ECOSOC agreed conclusions 1997/2

Equal Representation of Women

The goal of gender balance / gender parity / the equal representation of women and men applies throughout the United Nations system, and in every department, office or regional commission, overall and at each level. Gender parity applies to all posts, without regard to the type or duration of the appointment, the series of Staff Rules under which the appointment is made, or the source of funding.

Gender Equality – Equality Between Women and Men

"Gender equality" refers to the equal rights, responsibilities and opportunities of women and men and girls and boys. Equality does not mean that women and men are the same but that women's and men's rights, responsibilities and opportunities do not depend on whether they are born male or female. Gender equality implies that the interests, needs and priorities of both women and men are taken into consideration, recognizing the diversity of different groups of women and men. Gender equality is not a women's issue but concerns all men, women, girls and boys. Equality between women and men is both a human rights issue and a precondition for, and indicator of, sustainable people-centred development.

Source: http://www.un.org/womenwatch/osagi/conceptsandefinitions.htm

Gender

"Gender" refers to the social attributes and opportunities associated with being male and female, and the associated relationships between women, men, girls and boys. The attributes, opportunities and relationships assigned to women and men, girls and boys, are socially constructed and are learned; they are context and time-specific, and thus subject to change. In most societies there are differences and inequalities between women and men in responsibilities assigned, activities undertaken, access to and control over resources and decision-making opportunities.

Source: http://www.un.org/womenwatch/osagi/conceptsandefinitions.htm

Annex 3: Mandates

A. Results-based Management

01. Performance Indicator: Strategic Planning Gender-related SDG results

A/RES/62/208 (para 56 and 61)4 calls upon the organizations of the United Nations development system, within their organizational mandates, to further improve their institutional accountability mechanisms and to include intergovernmentally agreed gender equality results and gender-sensitive indicators in their strategic frameworks.

A/RES/75/233 (para 12) calls upon all entities of the United Nations development system to continue to promote gender equality and the empowerment of all women and girls by enhancing and accelerating gender mainstreaming through the full implementation of the System-wide Action Plan on Gender Equality and the Empowerment of Women, developed under the leadership of the United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women).. in particular with regard to gender-responsive performance management and strategic planning, and to enhance the collection, availability and use of sex-disaggregated data, reporting and resource tracking, and drawing on available gender expertise in the system at all levels.

E/RES/2024/3 (para 10a) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels… ensuring, where relevant, that corporate and country-level strategic documents, including the United Nations Sustainable Development Cooperation Framework, or equivalent planning framework in accordance with programme countries' priorities, are based on robust and systematic gender analysis and data disaggregation, and mainstream a gender perspective, through a dedicated gender equality outcome as well as the integration of gender equality and the empowerment of all women across all other Sustainable Development Goal-related outcome areas (twin-track approach).

02. Performance Indicator: Reporting and Use of Data on Gender-related SDG results

A/RES/62/208 (para 57) calls upon the United Nations development system to further improve qualitative and quantitative reporting on gender equality, including gender disaggregated data.

A/RES/75/233 (para 12) calls upon all entities of the United Nations development system to continue to promote gender equality and the empowerment of all women and girls by enhancing and accelerating gender mainstreaming through the full implementation of the System-wide Action Plan on Gender Equality and the Empowerment of Women, developed under the leadership of the United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women).. in particular with regard to gender-responsive performance management and strategic planning, and to enhance the collection, availability and use of sex-disaggregated data, reporting and resource tracking, and drawing on available gender expertise in the system at all levels...

E/RES/2024/3 (para 10b) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…supporting the application of a gender perspective in the preparation of organization-wide and country-level documents, such as the strategic, programmatic and results-based frameworks and evaluations, and continuing to promote more coherent, accurate and effective monitoring and reporting on progress on gender equality, the impact of the promotion of gender equality and the use of common indicators on gender equality and the empowerment of all women and girls, taking into account the situation

of women and girls who face multiple and intersecting forms of discrimination and those in vulnerable situations.

E/RES/2024/3 (para 10c) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…continuing to strengthen results-based management and results-based budgeting to enable robust system-wide reporting and aggregation of gender-related results, including financial investments for the achievement of gender equality and the empowerment of all women and girls.

E/RES/2024/3 18 (par 10d) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…fully implementing the System-wide Action Plan 2.0 (UN-SWAP 2.0) and enhancing the consistency and accuracy of reporting in order to achieve full annual reporting on results by the entire United Nations system, and continuing to promote the institutionalization of transparency and robust accountability systems.

E/RES/2024/3 (para 10g) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…including by enhancing standards and methodologies for the use of the United Nations system at the global, regional and country levels in order to improve the systematic collection, analysis, dissemination and use of accurate, reliable, transparent and comparable data and statistics and, where applicable and with due respect for confidentiality, open data and statistics related to achieving gender equality, disaggregated by, inter alia, income, sex, age, race, ethnicity, migratory status, disability, geographical location and other characteristics relevant in national contexts.

03. Performance Indicator: Achievement of Gender-related SDG results

ECOSOC Resolution 2005/31 (para 4c) calls on the UN system to fully incorporate a gender perspective in programme budgets and multi-year funding frameworks and into all results-based budgeting processes.

E/RES/2024/3 (para 2) The Economic and Social Council urges the United Nations system, drawing lessons, including from the coronavirus disease (COVID-19) pandemic and its recovery efforts, to accelerate gender mainstreaming into policies and programmes in responding to other health emergencies, as well as in support of the gender-responsive implementation of the 2030 Agenda for Sustainable Development18 at the global, regional and country levels.

E/RES/2024/3 (para 3) Also urges the United Nations system to further accelerate gender mainstreaming into its policies and programmes, in addressing emergencies and other global challenges, including poverty, conflict, climate change, hunger, food insecurity and malnutrition, and water scarcity when delivering on respective mandates.

E/RES/2024/3 (para 10o) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…continuing to include gender equality networks in planning and programme implementation, as well as continuing to build strategic partnerships with relevant actors, including civil society and women's organizations, as appropriate.

E/RES/2024/3 (paragraph 10h) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country level…including by increasing the investment in and focus on outputs and outcomes relating to gender equality and the empowerment of all women and girls to support the implementation of the 2030 Agenda for Sustainable Development, including through enhanced common budgetary frameworks, gender-responsive planning and budgeting, common methodologies for reporting on contributions to the mainstreaming of a

gender perspective in the implementation of the 2030 Agenda, joint funding mechanisms, including pooled funding, and joint resource mobilization efforts.

B. Oversight

04. Performance Indicator: Evaluation

ECOSOC Resolution 2007/33 (para 4a) requests the United Nations system, including United Nations agencies, funds and programmes within their organizational mandates, to strengthen institutional accountability mechanisms, including through a more effective monitoring and evaluation framework for gender mainstreaming based on common United Nations evaluation standards.

Quadrennial Comprehensive Policy Review ECOSOC Resolution 67/226 *notes* the development of the **norms and standards** for evaluation by the **United Nations Evaluation Group** as a professional network, and encourages the use of these norms and standards in the evaluation functions of United Nations funds, programmes and specialized agencies, as well as in system-wide evaluations of operational activities for development. It encourages the United Nations development system to institute greater accountability for gender equality in evaluations conducted by country teams by including gender perspectives in such evaluations.

05. Performance Indicator: Audit

A/RES/64/141 (para 21) encourages increased efforts by Governments and the United Nations system to enhance accountability for the implementation of commitments to gender equality and the empowerment of women at the international, regional and national levels, including by improved monitoring and reporting on progress in relation to policies, strategies, resource allocations and programmes, and by achieving gender balance.

The CEB Policy on gender equality and the empowerment of women states: Enhancing oversight through improved monitoring, evaluation, audit and reporting procedures is critical to ensuring accountability of all United Nations staff, including senior and mid-level management, for their performance in gender mainstreaming.

II. Institutional Strengthening to Support Achievement of Results

C. Accountability

06. Performance Indicator: Policy

ECOSOC Agreed Conclusions 1997/2.[37] calls on all entities of the United Nations system, making full use of the expertise and support of gender units or focal points, to institutionalize mainstreaming of a gender perspective at all levels through specific steps, including by the adoption of gender mainstreaming policies and the formulation of specific mainstreaming strategies for sectoral areas.

A/RES/72/147 (para 29) requests the Secretary-General to accelerate further his efforts to achieve the goal of 50/50 gender balance at all levels throughout the United Nations system, including in the field and in peacekeeping missions, with full respect for the principle of equitable geographical distribution, in conformity with Article 101, paragraph 3, of the Charter of the United

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[37] ECOSOC Agreed Conclusions 1997/2. Mainstreaming a gender perspective into all policies and programmes in the United Nations system.

Nations, considering, in particular, women from the developing and the least developed countries, countries with economies in transition and unrepresented or largely underrepresented Member States, and to ensure the implementation of measures, including temporary special measures, as well as the strengthening of the implementation of policies and measures for work-life balance and to prevent and address harassment and abuse of authority in the workplace, so as to accelerate progress, and managerial and departmental accountability with respect to gender balance targets.

A/67/347.[38] recommends that Senior managers at all entities should be held accountable, in accordance with the relevant and applicable procedures, for their responsibility in the implementation of the prescribed measures through, inter alia, enhanced performance objectives; management compacts; appointment of focal points at appropriately high-levels, with terms of reference, access to management and minimal 20 per cent allocation of time to associated functions; regular use of exit interviews and surveys of management and staff to identify organizational culture barriers, causes of separation and remedial measures and; full implementation of the United Nations System-wide Action Plan on Gender Equality and the Empowerment of Women, the unified accountability framework for the Organization's work on gender equality and the empowerment of women, unanimously endorsed by CEB and welcomed by the Economic and Social Council, and mandatory annual reporting by entities.

E/RES/2024/3 (para 10e) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels… ensuring that gender equality policies of United Nations entities, when established or updated, are aligned with their strategic and programmatic priorities, as well as the performance indicators of UN-SWAP 2.0, and are reflected in the results-based frameworks, and taking into consideration the United Nations System-wide Gender Equality Acceleration Plan.

07. Performance Indicator: Leadership

The CEB system-wide policy on gender equality and the empowerment of women (CEB/2006/2) notes that the members of the CEB: "commit ourselves to providing strong leadership within our organizations to ensure that a gender perspective is reflected in all our organizational practices, policies and programmes."

E/RES/2024/3 (para 10e) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…ensuring that managers provide strong leadership and support to promote and advance gender mainstreaming, and leveraging the leadership and convening role of resident coordinators, in accordance with the provisions of General Assembly resolution 75/233, to address gender equality and the empowerment of women and girls as an integral part of the work of United Nations country teams, including through common country programming processes, joint initiatives, collective advocacy and strengthening of the coordination of gender-responsive operational activities across sectors.

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[38] Improvement in the Status of Women in the United Nations System. Report of the Secretary-General.

08. Performance Indicator: Gender-responsive Performance Management

ECOSOC Resolution 2006/36 (para 4) calls on the UN system to strengthen accountability systems for both management and staff, through, inter alia, the inclusion of objectives and results related to gender mainstreaming in personnel work-plans and appraisals.

A/RES/59/184.[39] requests the Secretary General and the executive heads of the organizations of the United Nations system to ensure that recruitment strategies, promotion and retention policies, career development, justice, anti-harassment and sexual harassment policies, human resources and succession planning, work/family policies, management culture and mechanisms for managerial accountability accelerate the goal of 50/50 gender distribution.

D. Financial Resources

09. Performance Indicator: Gender Equality Marker

Several ECOSOC resolutions.[40] have either called upon or requested the United Nations system, including its agencies, funds and programmes within their respective organizational mandates, to continue working collaboratively to enhance gender mainstreaming within the UN system, including by tracking gender-related resource allocation and expenditure, including through the promotion of the use of gender markers.

The Quadrennial comprehensive policy review of operational activities for development of the United Nations system (2020). (para 12) calls upon all entities of the United Nations development system to continue to promote women's empowerment and gender equality by enhancing gender mainstreaming through the full implementation of the System-wide Action Plan on Gender Equality and the Empowerment of Women… in particular with regard to gender-responsive performance management and strategic planning, and to enhance the collection, availability and use of sex-disaggregated data, reporting and resource tracking, and drawing on available gender expertise in the system at all levels...

E/RES/2024/3[41] Noting the adoption in 2022 by the United Nations System Chief Executives Board for Coordination of the gender equality marker standard, which introduces a common methodology and format for tracking the contribution of United Nations activities to gender equality and the empowerment of women and girls.

E/RES/2024/3 (para 10e) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…collaborating with UN-Women to implement, by December 2025, a harmonized, quality-assured gender equality marker to allow for comparability and aggregation to set and meet financial targets on resources to be allocated for this purpose and to assess the resource deficits for gender equality and the empowerment of all women and girls, also in the context of United Nations Sustainable Development Cooperation Framework common budgetary frameworks and inter-agency pooled funds.

Data Standards for United Nations System-Wide Reporting of Financial Data[42]**.** The UN financial data set out in this document prescribe the requirements for UN system-wide financial data reporting exercises. This latest edition of the standards is dated March 2023 and includes the Gender Equality Markert as the VII Data Standard. This standard introduces a common UN methodology and format for tracking the contribution of UN activities to Gender Equality and the Empowerment of Women (GEEW) and defines the manner in which UN financial information

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[39] GA Resolution 2005 Globalization and its impact on the full enjoyment of all human rights.

[40] ECOSOC resolutions 2011/6 para 7d, 2012/28 para 8d, 2013/16 para 10d, 2014/2 para 6f, 2015/12 para 14i, on Mainstreaming a gender perspective into all policies and programmes in the United Nations system.

[41] ECOSOC Resolution E/RES/2024/3. Mainstreaming a gender perspective into all policies and programmes in the United Nations system

[42] https://unsdg.un.org/resources/data-standards-united-nations-system-wide-reporting-financial-data

(budget and expenditures) must be reported at activity level against the gender equality marker (UN GEM).

10. Performance Indicator: Financial Targets

ECOSOC Resolution 2011/6 (para 7c and 7j) requests the United Nations system, including its agencies, funds and programmes within their respective organizational mandates, to continue working collaboratively to enhance gender mainstreaming within the United Nations system, including by: enhancing resource mobilization capacity and increasing the predictability of both human and financial resources for gender equality and the empowerment of women.

E/RES/2024/3 (para 10c) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…continuing to strengthen results-based management and results-based budgeting to enable robust system-wide reporting and aggregation of gender-related results, including financial investments for the achievement of gender equality and the empowerment of all women and girls.

E/RES/2024/3 (para 10h) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…increasing the investment in and focus on outputs and outcomes relating to gender equality and the empowerment of all women and girls to support the implementation of the 2030 Agenda, including through enhanced common budgetary frameworks, gender-responsive planning and budgeting, common methodologies for reporting on contributions to the mainstreaming of a gender perspective in the implementation of the 2030 Agenda, joint funding mechanisms, including pooled funding, and joint resource mobilization efforts.

ECOSOC Agreed Conclusions 1997/2.[43] states that clear political will and the allocation of adequate and, if need be, additional human and financial resources for gender mainstreaming from all available funding sources are important for the successful translation of the concept into practice.

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[43] ECOSOC Agreed Conclusions 1997/2. Mainstreaming a gender perspective into all policies and programmes in the United Nations system.

E. Institutional Capacity

11. Performance Indicator: Gender Architecture

ECOSOC Resolution 2004/4 (para 9) requests all entities of the United Nations system to enhance the effectiveness of gender specialist resources, gender focal points and gender theme groups, by establishing clear mandates; by ensuring adequate training, access to information and to adequate and stable resources; and by increasing the support and participation of senior staff.

A/64/347.[44] recommends that Senior managers at all entities should be held accountable, in accordance with the relevant and applicable procedures, for their responsibility in the implementation of the prescribed measures through, inter alia, enhanced performance objectives; management compacts; appointment of focal points at appropriately high-levels, with terms of reference, access to management and minimal 20 per cent allocation of time to associated functions.

A/RES/72/147. (para 29) calls upon the United Nations system to significantly increase its efforts towards achieving the goal of 50/50 gender balance, including with the active support of gender focal points and up-to-date statistics to be provided annually by entities of the United Nations system, including on the number and percentage of women and their functions and nationalities throughout the United Nations system, as well as information on the responsibility and accountability of the offices of human resources management and the secretariat of the United Nations System Chief Executives Board for Coordination for promoting gender balance…

A/RES/76/142 (para 39) requests the entities of the United Nations, at both headquarters and non-headquarters levels, to continue to appoint gender focal points to provide support for the advancement of gender parity, led and coordinated by UN-Women.

E/RES/2024/3 (para 10m) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…ensuring that United Nations entities retain a strong focus with resources on gender equality issues, and that gender equality units are able to do so with specific and dedicated resources and expertise, and that resource utilization and allocation is not diluted or compromised due to simultaneous focus on other cross-cutting thematic issues.

E/RES/2024/3 (para 10o) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…continuing to include gender equality networks in planning and programme implementation, as well as continuing to build strategic partnerships with relevant actors, including civil society and women's organizations, as appropriate.

12. Performance Indicator: Capacity Development

ECOSOC Resolution 2011/6. (para 7e and 7h) requests the United Nations system, including its agencies, funds and programmes within their organizational mandates, to continue working collaboratively to enhance gender mainstreaming within the United Nations system, including by: improving the application of a gender perspective in programming work and enhancing a broader approach to capacity development for all United Nations staff, including the Secretariat staff, including through working on guidelines which could provide specialized instructions on gender mainstreaming and serve as performance indicators against which staff could be assessed; and ensuring that all personnel, especially in the field, receive training and

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[44] Report of the Secretary-General on the Improvement in the Status of Women in the United Nations System

appropriate follow-up, including tools, guidance and support, for accelerated gender mainstreaming, including by providing ongoing capacity development for resident coordinators and the United Nations country teams to ensure that they are better able to assist national partners in achieving gender equality and the empowerment of women through their development frameworks.

E/RES/2024/3 (para 10k) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…assessing and addressing persistent capacity gaps on gender mainstreaming, including capacity-building, reskilling and upskilling, and using existing resources to assist in the development and application of a range and combination of different measures, including unified training modules on gender mainstreaming and on results-based management, in support of programming for gender equality.

ECOSOC Resolution 2006/36 (para 4a and 4c) Calls upon all entities of the United Nations system, including United Nations agencies, funds and programmes, within the United Nations Staff Development programme budget and other existing United Nations training budgets, without prejudice to the achievement of other training priorities, to make specific commitments annually to gender mainstreaming training, including in core competence development, and ensure that all gender equality policies, strategies and action plans include such commitments; and to make gender training mandatory for all staff and personnel and develop specific training for different categories and levels of staff.

E/RES/2024/3 (para 10k) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…assessing and addressing persistent capacity gaps on gender mainstreaming, including capacity-building, reskilling and upskilling, and using existing resources to assist in the development and application of a range and combination of different measures, including unified training modules on gender mainstreaming and on results-based management, in support of programming for gender equality.

E/RES/2024/3 (para 10l) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels… Implementing substantive training, including mandatory training, for senior management, creating a leadership cadre that can better advance gender equality across the United Nations system.

The Quadrennial comprehensive policy review of operational activities for development of the United Nations system (2020) (para 91) urges the United Nations development system to align its staff capacities to support the implementation of the 2030 Agenda for Sustainable Development, including by building transformative and empowered leadership, repositioning staff capacities to respond to the cross-sectoral requirements of the 2030 Agenda, promoting inter-agency mobility and facilitating a mobile and flexible global workforce.

F. Organizational Culture and Human Resources

13. Performance Indicator: Organizational Culture

A/RES/59/184 requests the Secretary General and the executive heads of the organizations of the United Nations system to ensure that recruitment strategies, promotion and retention policies, career development, justice, anti-harassment and sexual harassment policies, human resources and succession planning, work/family policies, management culture and mechanisms for managerial accountability accelerate the goal of 50/50 gender distribution.

A/RES/55/69 requests the Secretary-General ...to intensify his efforts to create, within existing resources, a gender-sensitive work environment supportive of the needs of his staff, both women and men, including the development of policies for flexible working time, flexible workplace arrangements and child-care and elder-care needs, as well as the provision of more comprehensive information to prospective candidates and new recruits on employment opportunities for spouses and the expansion of gender-sensitivity training in all departments, offices and duty stations.

A/64/347.[45] recommends that executive heads of entities should place special emphasis on the promulgation and enhanced implementation of work-life policies and practices to meaningfully support flexibility in the workplace and to accommodate disproportionate caregiver burdens.

A/RES/72/147 requests the Secretary-General… to ensure the implementation of measures, including temporary special measures, as well as the strengthening of the implementation of policies and measures for work-life balance and to prevent and address harassment and abuse of authority in the workplace, so as to accelerate progress, and managerial and departmental accountability with respect to gender balance targets.

E/RES/2024/3 (para 14) requests the Secretary-General and the executive heads of the organizations of the United Nations system to ensure that recruitment strategies, promotion and retention policies, career development, anti-harassment and sexual harassment policies, human resources and succession planning, work/family policies, management and institutional culture and mechanisms for managerial accountability accelerate the achievement of gender parity and, in this regard, to coordinate with the Office of the United Nations Ombudsman and Mediation Services in addressing these issues.

14. Performance Indicator: Tackling the Prevention of Sexual Abuse and Exploitation (PSEA) and Sexual Harassment

[………..]

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[45] Report of the Secretary-General on the Improvement in the Status of Women in the United Nations System

15. Performance Indicator: Equal Representation of Women

A/RES/76/142 (para 35 and 38)

35. Requests the Secretary-General to further accelerate his efforts to achieve the goal of 50/50 gender balance at all levels throughout the United Nations system, including in the field and in peacekeeping missions, with full respect for the principle of equitable geographical distribution, in conformity with Article 101, paragraph 3, of the Charter of the United Nations, considering, in particular, women from the developing and the least developed countries, countries with economies in transition and unrepresented or largely underrepresented Member States, and to ensure the implementation of measures with clear targets and timelines, including temporary special measures, as well as the strengthening of the implementation of policies and measures related to creating enabling working environments, including for work -life balance, and to prevent and address all forms of discrimination, racism, harassment, including sexual harassment, abuse of authority in the workplace and sexual exploitation and abuse, so as to accelerate progress, and managerial and departmental accountability, inter alia, through leadership compacts and performance appraisal systems, with respect to attaining gender parity within the shortest feasible period;

38. Calls upon the entities of the United Nations system to significantly increase their efforts towards achieving the goal of 50/50 gender balance in all locations, including at the United Nations country team level, through a comprehensive range of actions, inter alia, as outlined in the Secretary-General's system-wide strategy on gender parity, as well as the recommendations contained in the Enabling Environment Guidelines for the United Nations System and the Field-specific Enabling Environment Guidelines, to continue to collaborate with UN-Women and with the active support of system-wide gender focal points and to provide sufficient financial and human resources for organizational change and for overcoming identified impediments to progress on gender balance, including setbacks from the COVID-19 pandemic.

E/RES/2024/3 (para 10p) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels…continuing to achieve and, where appropriate, strengthening efforts to achieve gender parity, including through the implementation of the Secretary-General's system-wide strategy on gender parity, in appointments in the Professional and higher categories within the United Nations system at the headquarters, regional and country levels, inter alia, in appointments of resident coordinators, humanitarian coordinators, Special Representatives of the Secretary-General, Deputy Special Representatives of the Secretary-General and other high-level posts, including, as appropriate, through the application of temporary special measures, giving paramount consideration to the highest standards of efficiency, competence and integrity in full compliance with Article 101 of the Charter of the United Nations and keeping in mind the principle of equitable geographical representation, with due regard to the representation of women from developing countries.

The Quadrennial comprehensive policy review of operational activities for development of the United Nations system (2020) (para 112) calls upon the entities of the United Nations development system to continue efforts to achieve gender balance in appointments within the United Nations system at the global, regional and country levels for positions that affect operational activities for development, including appointments to Resident Coordinator and other high-level posts, with due regard to the representation of women from programme countries, in particular developing countries, while keeping in mind the principle of equitable geographic representation.

F. Knowledge, Communication and Coherence

16. Performance Indicator: Knowledge Management and Communication

ECOSOC Resolution 2007/33 (para 4a and 4c) calls upon the United Nations system to share and disseminate good practices, tools and methodologies electronically and through regular meetings on gender mainstreaming, including through the Inter-Agency Network on Women and Gender Equality and its task forces, as well as the United Nations country teams.

E/RES/2024/3 (para 10v) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels… promoting strategic advocacy and coherent communications on gender equality issues within United Nations country teams.

A/RES/58/144.[46] welcomes the objective of improving gender balance in action plans on human resources management for individual departments and offices, and encourages further cooperation, including the sharing of best practice initiatives, between heads of departments and offices, the Special Adviser on Gender Issues and Advancement of Women and the Office of Human Resources Management of the Secretariat in the implementation of those plans, which include specific targets and strategies for improving the representation of women in individual departments and offices.

17. Performance Indicator: Interagency Engagement

ECOSOC Resolution 2006/36 (para 4d) calls upon all entities of the United Nations system, including United Nations agencies, funds and programmes, within the United Nations Staff Development programme budget and other existing United Nations training budgets, without prejudice to the achievement of other training priorities, to create or expand electronic knowledge networks on gender mainstreaming to increase effective support for and follow-up to capacity -building activities; strengthen inter-agency collaboration, including through the work of the Inter-Agency Network on Women and Gender Equality, to ensure systematic exchange of resources and tools across the system to promote cross-fertilization of ideas.

ECOSOC Resolution 2004/4 (para 12) recommends that all entities of the United Nations system continue to promote cooperation, coordination, sharing of methodologies and good practices, including through the development of tools and effective processes for monitoring and evaluation within the United Nations, in the implementation of agreed conclusions 1997/2, in particular through the Inter-agency Network on Women and Gender Equality, and recommends further that all inter-agency mechanisms pay attention to gender perspectives in their work.

E/RES/2024/3 (para 6) stresses that the Inter-Agency Network on Women and Gender Equality constitutes a key forum for advocating, coordinating and monitoring progress in the mainstreaming of a gender perspective into the overall substantive normative, operational and programmatic work within the United Nations system, and looks forward to its continued role.

E/RES/2024/3 (para 10r) calls upon the United Nations system, including its agencies, funds and programmes, within their respective mandates, to continue to work collaboratively to accelerate the full and effective mainstreaming of a gender perspective in the United Nations system at the global, regional and country levels… strengthening collaboration and coordination among United Nations staff working on gender equality and gender focal points to ensure systematic gender mainstreaming across the work of the United Nations in development, peace and security, and human rights, as well as in humanitarian action and in technical and non-technical areas of work where gaps and challenges remain.

18. Performance Indicator: Stakeholder Engagement

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[46] GA Resolution 58/44. Improvement of the status of women in the United Nations system.

[………..]

Annex 4: UN-SWAP Performance Indicator Business Owner Network: Terms of Reference

The UN system-wide Action Plan (UN-SWAP) is a UN system-wide accountability framework designed to measure, monitor and drive progress towards gender equality and the empowerment of women across the UN system. It was endorsed by the United Nations Chief Executives Board for Coordination (CEB) in 2012.

Results are reported annually by entities and analysed in the Secretary-General's report on mainstreaming a gender perspective into all policies and programmes in the UN system.

Reference to UN-SWAP-related commitments in entity gender equality policy, for instance:
1. Active participation in UN-SWAP technical working groups convened by UN Women.
2. Preparation of annual UN-SWAP reporting with enhanced internal quality assurance.
3. Identification of at least one UN-SWAP performance indicator per annum on which the entity will make progress.
4. The entity will make its UN-SWAP reporting available to all staff and post it on its website.

UN-SWAP 3.0 comprises 18 Performance Indicators (PIs), as outlined in the technical guidance.

Objectives:

Members of the UN-SWAP network provide inputs to the annual UN-SWAP report and recommend to senior management strategic interventions to increase the entity's rating of at least one Performance Indicator per year.

Through the UN-SWAP network, exchange among its members is facilitated. Members of the network participate in UN-SWAP technical working groups related to their area of expertise and share information with other members.

The network will conduct internal quality assurance by regularly assessing the accuracy of all indicator ratings according to the UN-SWAP 2.0 technical guidance issued by UN Women. These ratings will be critically reviewed and appropriately supported by evidence.

As an additional layer of quality assurance, the main UN-SWAP focal point/coordinator will collate and consolidate all information and will first submit the annual report to the Head of entity for approval before finalizing the annual submission to the UN-SWAP 2.0 self-reporting system.

Composition, roles and responsibilities:

Membership in the UN-SWAP network mirrors the technical areas related to the 17 Performance Indicators of the UN-SWAP 2.0 framework. Members of the network (usually referred to as Business Owners) are designated by the relevant Department Directors and are confirmed on annual basis by Department Directors as a part of the UN-SWAP reporting exercise. Members are responsible for providing technical inputs to the annual UN-SWAP reporting. As needed, the network will draw on additional internal and external technical expertise.

The network is coordinated by the main UN-SWAP focal point/coordinator designated by senior management.

UN-SWAP Performance Indicator	Business owners/Focal points for UN-SWAP PI + alternate/support
PI1 Strategic Planning Gender-related SDG results	
PI2 Reporting and Use of Data on gender-related results	

PI3 Achievement of Gender-related SDG results	
PI4 Evaluation	
PI5 Audit	
PI6 Policy	
PI7 Leadership	
PI8 Gender-responsive Performance Management	
PI9 Gender Equality Markers	
PI10 Financial Targets	
PI11 Gender Architecture	
PI12 Capacity Development	
PI13 Organizational culture	
PI14 Capacity assessment	
PI15 Equal Representation of Women	
PI16 Knowledge Management and Communication	
PI17 Interagency Engagement	
PI18 Stakeholder Engagement	
Main UN-SWAP coordinator	

Ways of working:

The UN-SWAP performance indicator business owner network will convene at least twice per year.

Annex 5: Self-Reporting Checklist

Performance Indicator 1: Strategic Planning and Gender-Related Results			
Not Applicable		**Guiding Questions**	**Supporting Document/s**
☐	**ai.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process	○ *Has your entity conducted an intersectional gendered analysis?* ○ *Has it used this analysis to inform its strategic planning document?* ○ *Has it incorporated sex-disaggregated data?*	No supporting documentation needs to be uploaded, but please prepare your response to the ***reporting question/s***.
☐	**aii. 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	○ *Does your entity not have any path for contribute in any way to gender-related SDG achievement?* ○ *If you are a non-programmatic entity, does your entity not have the possibility to include an institutional or gender mainstreaming result in the document?*	No supporting documentation needs to be uploaded, but please prepare your response to the ***reporting question/s***.

⇒ If you check the box above, your rating for this indicator is "not applicable". Please prepare your response to the reporting questions below.

⇒ If you cannot check this box, please move on to "missing requirements".

Missing		**Guiding Questions**	**Supporting Document/s**
☐	**ai.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process	○ *Has your entity conducted an intersectional gendered analysis?* ○ *Has it used this analysis to inform its strategic planning document?* ○ *Has it incorporated sex-disaggregated data?*	No supporting documentation to be uploaded, but please: 1) prepare your response to the ***reporting question/s***. 2) Complete the ***Indicator Action Plan*** to make progress on both requirements by the next reporting period.
☐	**aii. 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	○ *Does your entity not have at least one high-level gender-related result that contributes to SDG achievement in its*	

		main strategic planning document?	
		o *If you are a non-programmatic entity, does your entity not have an institutional or gender mainstreaming result in its main strategic planning document?*	

⇒ If you can check one or both boxes above, you are **"missing requirements"**. Please prepare your response to the mandatory reporting question below.

⇒ If you cannot check both boxes above, please move on to *"approaching requirements"*.

	Approaches Requirements	**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**ai.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process	o *Has your entity conducted an intersectional gendered analysis?* o *Has it used this analysis to inform its strategic planning document?* o *Has it incorporated sex-disaggregated data?*	Strategic Planning Document Intersectional Gendered Analysis report or equivalent
☐	**aii. 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	o *Does your entity have at least one high-level gender-related result that contributes to SDG achievement in its main strategic planning document?* o *If you are a non-programmatic entity, does your entity have an institutional or gender mainstreaming result in its main strategic planning document?*	Strategic Plan Document or equivalent

⇒ If you can check both boxes above, please move on to meeting requirements.

⇒ If you do not "meet requirements", your rating is **"approach requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

	Meets Requirements	**Guiding Questions**	**Supporting document/s for this requirement can include:**

☐	**bi.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process	○ *Has your entity conducted an intersectional gendered analysis?* ○ *Has it used this analysis to inform its strategic planning document?* ○ *Has it incorporated sex-disaggregated data?*	Strategic Planning Document Intersectional Gendered Analysis report or equivalent
☐	**bii. 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	○ *Does your entity have at least one high-level gender-related result that contributes to SDG achievement in its main strategic planning document?* ○ *If you are a non-programmatic entity, does your entity have an institutional or gender mainstreaming result in its main strategic planning document?*	Strategic plan or equivalent
☐	**biii**. **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	○ Has budget been allocated for the high-level gender-related results? ○ How was the budget allocated determined to be adequate to achieve the results? ○ Is there need to mobilize additional resources to ensure adequacy and/or enhance results? To achieve transformative results? ○ Have human resources been allocated for implementing the high-level gender-related results? ○ How were the human resources allocated determined to be adequate to achieve the results? ○ Will new staff be recruited for the	Budget Document, Strategic Plan with budget integrated, Human Resourcing Plan, narrative justification for budget and human resource allocation, resource mobilization plan.

		achievement of the results?	

⇒	If you are not able to check both boxes above, you **"approach requirements".** Please prepare your response to the reporting questions above for that rating and upload all supporting documentation.
⇒	If you can check box boxes above, please move on to "exceeds requirements".
⇒	If you do not exceed requirements, you **"meet requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

Exceeds Requirements		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**bi.** An **intersectional gender analysis**, incorporating sex-disaggregated data, is carried out throughout its strategic planning process	o *Has your entity conducted an intersectional gendered analysis?* o *Has it used this analysis to inform its strategic planning document?* o *Has it incorporated sex-disaggregated data?*	Strategic Planning Document Intersectional Gendered Analysis report or equivalent
☐	**bii. 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	o *Does your entity have at least one high-level gender-related result that contributes to SDG achievement in its main strategic planning document?* o *If you are a non-programmatic entity, does your entity have an institutional or gender mainstreaming result in its main strategic planning document?*	Strategic Planning Document of equivalent
☐	**biii**. **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	o Has budget been allocated for the high-level gender-related results? o How was the budget allocated determined to be adequate to achieve the results? o Is there need to mobilize additional resources to ensure adequacy and/or enhance results? To achieve	Budget Document, Strategic Plan with budget integrated, Human Resourcing Plan, narrative justification for budget and human resource allocation, resource mobilization plan.

		Guiding Questions	Supporting Document/s
		transformative results?	
		o Have human resources been allocated for implementing the high-level gender-related results?	
		o How were the human resources allocated determined to be adequate to achieve the results?	
		o Will new staff be recruited for the achievement of the results?	
☐	**civ. I**ndicators in the strategic planning document and/or related results framework **integrate a gender perspective.**	o Does the main strategic planning document's associated results framework include indicators integrating a gender perspective across all results?	Results Framework with Indicators integrating a gender perspective highlighted.

⇒ If you are not able to check all boxes above, please enter **"meets requirements"** and prepare your response to the reporting questions for that rating above and upload supporting documentation.

⇒ If you can check all four boxes above, enter **"exceeds requirements"**. Congratulations! Please prepare your responses to the reporting questions below and upload supporting documentation. Please consider sharing your expertise and experience on PI 1 with other entities.

Performance Indicator 2: Reporting and Use of Data on Gender-Related SDG Results		
Not Applicable	**Guiding Questions**	**Supporting Document/s**
☐ **2ai.** Entity **does not have gender-related SDG results** to measure and report?	o *Does your entity not contribute in any way to gender-related SDG achievement?* o *Has your entity rated itself as "not applicable" for PI 1?*	No supporting documentation needs to be uploaded, but please prepare your response to the **reporting question/s**.

⇒ If you check the box above, your rating for this indicator is "not applicable". Please prepare your response to the reporting questions below.

⇒ If you cannot check this box, please move on to "missing requirements".

Missing	**Guiding Questions**	**Supporting Document/s**
☐ **2ai.** Entity *has not developed guidance on measuring and reporting gender-related SDG results* including but not limited to utilizing an	o *Does your entity have guidance on how to measure and report on*	No supporting documentation to be uploaded, but please:

intersectional approach and sex-disaggregated data developed and provided by the Entity Strategic Planning Unit or equivalent	*results – including specific information on how to measure gender-related SDG results?* ○ *Does this guidance include information on how to utilize an intersectional approach and to collect sex-disaggregated data?*	3) prepare your response to the ***reporting question/s***. 4) Complete the ***Indicator Action Plan*** to make progress on both requirements by the next reporting period.

⇒ If you can check the box above, you are **"missing requirements"**. Please prepare your response to the mandatory reporting question below.

⇒ If you cannot check the box above, please move on to *"approaching requirements"*.

Approaches Requirements	**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐ **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	○ *Has your entity issued or updated a guidance document outlining how to measure and report on gender-related SDG results?* ○ *Does the guidance include information on how to utilize an intersectional approach and collect and report on sex-disaggregated?*	Guidance document/s

⇒ If you can check the box above, please move on to meeting requirements.

⇒ If you do not "meet requirements", your rating is **"approach requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

Meets Requirements	**Guiding Questions**	**Supporting document/s for this requirement can include:**
☐ **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	○ *Has your entity issued or updated a guidance document outlining how to measure and report on gender-related SDG results?* ○ *Does the guidance include information on how to utilize an intersectional approach and collect and report on sex-disaggregated?*	Guidance document

			Guiding Questions	Supporting Document/s
☐		**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	o Has your entity been able to report high-level transformative results to the Governing Board (or equivalent) that show contribution to SDGs? o Has it made use of the intersectional and/or sex-disaggregated data from strategic plan monitoring?	Annual Reports, Progress Reports, Evaluations, Reviews, Executive Board meeting documentation,

⇒ If you are not able to check both boxes above, you **"approach requirements"**. Please prepare your response to the reporting questions above for that rating and upload all supporting documentation.

⇒ If you can check box boxes above, please move on to "exceeds requirements".

⇒ If you do not exceed requirements, you **"meet requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

	Exceeds Requirements		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐		**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	o *Has your entity issued or updated a guidance document outlining how to measure and report on gender-related SDG results?* o *Does the guidance include information on how to utilize an intersectional approach and collect and report on sex-disaggregated?*	Guidance document/s
☐		**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	o Has your entity been able to report high-level transformative results to the Governing Board (or equivalent) that show contribution to SDGs? o Has it made use of the intersectional and/or sex-disaggregated data from strategic plan monitoring?	Annual Reports, Progress Reports, Evaluations, Reviews, Reports to Executive Boards or equivalent. Executive Board meeting documentation, PPTs, etc.
☐		**2ciii. Gender analysis** informs the allocation of adequate resources for gender equality and the empowerment of women	o Has your entity conducted a gender analysis of reporting data? o Can you demonstrate that	Gender analysis, budget allocations, meeting minutes, ExB decisions, etc.

| | the analysis has helped to inform allocation of adequate resources?
 o Has it led to more resources to address gender gaps? | |

⇒ If you are not able to check all boxes above, please enter **"meets requirements"** and prepare your response to the reporting questions for that rating above and upload supporting documentation.

⇒ If you can check all three boxes above, enter **"exceeds requirements"**. Congratulations! Please prepare your responses to the reporting questions below and upload supporting documentation. Please consider sharing your expertise and experience on PI 2 with other entities.

Performance Indicator 3: Achievement of Gender-Related SDG Results		
Not Applicable	**Guiding Questions**	**Supporting Document/s**
☐ **3ai.**Entity does not have any *planned gender-related results* which will contribute to SDG achievement.	o *Does your entity not contribute in any way to SDG achievement?* o *If so, are you certain there is no possibility to achieve gender-related results.*	No supporting documentation needs to be uploaded, but please prepare your response to the *reporting question/s*.

⇒ If you check the box above, your rating for this indicator is "not applicable". Please prepare your response to the reporting questions below.

⇒ If you cannot check this box, please move on to "missing requirements".

Missing	**Guiding Questions**	**Supporting Document/s**
☐ **3ai.**Entity has not *achieved or is not on track to achieve its planned gender-related results* which will contribute to SDG achievement.	o *Has your entity planned gender-related results, but these have not been achieved and are not on track to be achieved?*	No supporting documentation to be uploaded, but please: 1) prepare your response to the *reporting question/s*. 2) Complete the *Indicator Action Plan* to make progress on both requirements by the next reporting period.

⇒ If you can check the box above, you are **"missing requirements".** Please prepare your response to the mandatory reporting question below.

	Approaches Requirements	Guiding Questions	Supporting Document/s for this requirement can include:
☐	**3ai.** Entity has *achieved or is on track to achieve its planned gender-related results* which will contribute to SDG achievement.	○ *Has your entity achieved or is it on track to achieve the gender-related results as outlined in the planning document?* ○ *Has your entity achieved or on track to achieve results in the priority areas?*	Results Frameworks, Annual Reports, Progress Reports, Donor Reports, Evaluations, Reviews, Audits, Other Assessments.

⇒ If you can check the box above, please move on to meeting requirements.

⇒ If you do not "meet requirements", your rating is **"approach requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

	Meets Requirements	Guiding Questions	Supporting Document/s for this requirement can include:
☐	**3bi.** Entity has *achieved or is on track to achieve its planned gender-related results* which will contribute to SDG achievement.	○ *Has your entity achieved or is it on track to achieve the gender-related results as outlined in the planning document?* ○ *Has your entity achieved or on track to achieve results in the priority areas?*	Results Frameworks, Annual Reports, Progress Reports, Donor Reports, Evaluations, Reviews, Audits, Other Assessments.
☐	**3bii.** Entity contributes to transformative gender-related results through **joint initiatives and/ or joint programmes or equivalen**t.	○ Has your entity been involved in joint initiatives or programmes? ○ Do any of these joint initiatives/programmes have planned gender-related results? ○ Are planned gender-related results of the joint initiative/programme achieved or on track to be achieved?	Annual Reports, Joint Progress Reports, Donor Reports, Joint Evaluations, Reviews, Audits, Other Assessments. Joint Programme Document,

⇒ If you are not able to check both boxes above, you **"approach requirements"**. Please prepare your response to the reporting questions above for that rating and upload all supporting documentation.

⇒ If you can check box boxes above, please move on to "exceeds requirements".

⇒ If you do not exceed requirements, you **"meet requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

	Exceeds Requirements	Guiding Questions	Supporting Document/s for this requirement can include:
☐	**3ci.** Entity has achieved or is on track to achieve results on gender equality and the empowerment of	○ *Has your entity planned any transformative*	Annual Reports, Progress Reports, Donor Reports,

		gender-related results?	Evaluations, Reviews, Audits, Other Assessments.
		○ Has your entity achieved or is it on track to achieve these transformative results?	
		○ Are any of these transformative results in the priority areas?	
☐	**3cii.** Entity contributes to gender-related results through **joint initiatives and/ or joint programmes or equivalen**t.	○ Has your entity been involved in joint initiatives or programmes?	Annual Reports, Progress Reports, Donor Reports, Evaluations, Reviews, Audits, Other Assessments.
		○ Do any of these joint initiatives/programmes have planned gender-related results?	
		○ Are planned gender-related results of the joint initiative/programme achieved or on track to be achieved?	

⇒ If you are not able to check all boxes above, please enter **"meets requirements"** and prepare your response to the reporting questions for that rating above and upload supporting documentation.

⇒ If you can check both boxes above, enter **"exceeds requirements"**. Congratulations! Please prepare your responses to the reporting questions below and upload supporting documentation. Please consider sharing your expertise and experience on PI 3 with other entities.

Performance Indicator 6: Policy		
Not Applicable	**Guiding Questions**	**Supporting Document/s**
☐ **6ai.** Entity has no possibility to put in place up-to-date gender policy/policies or equivalent.	• *Have you verified that there is absolutely no possibility to put in place up-to-date gender policies or equivalent?* • *Is it possible theoretically, but politically difficult given competing priorities, etc.? This would not qualify as 'not applicable'*	No supporting documentation needs to be uploaded, but please prepare your response to the ***reporting question/s***.
☐ **6aii.** Entity has no possibility to put a costed action plan in place to implement its gender equality policies or equivalent.	• *Are you certain that it is not possible to establish a costed action plan in place to implement gender equality policies or equivalent?* • *Is it possible theoretically, but politically difficult given competing priorities.? This*	

		would not qualify as 'not applicable'	

⇒ If you check both boxes above, enter **"not applicable"** as your rating for this indicator and respond to the mandatory reporting question below.

⇒ If at least one box is unchecked, move on to "missing". This requirement is still applicable for your entity.

	Missing	**Guiding Questions**	**Supporting Document/s Required**
☐	**6ai.** Entity does not have up-to-date gender policy/policies or equivalent.	*Does the entity have a gender policy, gender strategy, gender action plan, gender framework, gender parity strategy, PSEA and/or SH action plan?* *Were these policies or equivalent developed more than five years ago?*	No supporting documentation to be uploaded, but please: 3) prepare your response to the **mandatory reporting question/s**. 4) Complete the **Indicator Action Plan** to make progress on both requirements by the next reporting period.
☐	**6aii.** Entity does not have a **costed action plan** in place to implement its gender equality policy/policies or equivalent.	*Does the entity have an action plan?* *Is the action plan not costed either fully or partially indicating financial and human resources to be allocated for achieving deliverables?*	

⇒ If you can check one or both boxes above, you are **"missing requirements".** Please prepare your response to the mandatory reporting question below.

	Approaches Requirements	**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**6ai.** Entity has **up-to-date gender equality policy/policie**s or equivalent	*Does the entity have a gender policy, gender strategy, gender action plan, gender equality acceleration action plan, gender framework, gender parity strategy, PSEA and/or SH action plan?* *Were these policies or equivalent developed within the last five years?* *Do the policies align with the UN-SWAP*	Gender policies or equivalent documents with date

		3.0 guidance for developing gender policies?	
☐	**6aii.** Entity has a *costed action plan* in place to implement its gender equality policy/policies or equivalent.	*Does each deliverable have an initiation and completion date?* *Is a responsible party indicated for each deliverable?* *Is each deliverable costed either fully or partially indicating financial and human resources needed? What methods were used to determine allocations?* *Is there a clear plan for monitoring and reporting on progress?*	Costed *Action Plan*

⇒ If you are not able to check both requirements above as completed, you are **"missing requirements".** Please prepare your response to the mandatory reporting questions for that rating (see above).

⇒ If you can check both requirements (ai and aii) as completed, move on to "meets requirements".

⇒ If you do not "meet requirements", your rating is **"approach requirements"**. Please prepare your response to the mandatory reporting questions below and upload all supporting documentation.

Meets Requirements		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**6bi.** Entity has *up-to-date gender equality policy/policies* or equivalent.	*Does the entity have a gender policy, gender strategy, gender action plan, gender equality acceleration action plan, gender framework, gender parity strategy, PSEA and/or SH action plan?* *Were these policies or equivalent developed within the last five years?* *Do the policies align with the UN-SWAP 3.0 guidance for developing gender policies?*	*Gender mainstreaming policy or strategy; gender parity strategy, PSEA or PSH, etc.*
☐		• Does the action plan meet all the	*Costed action plan, progress report,*

		requirements as outlined in the TN and SWAP 3.0 guidance?	*monitoring report, annual report, annual review, mid-term review or evaluation, GEAP Steering Committee meetings,*
	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.	• Are at least 50% of the deliverables achieved or on track to be achieved in terms of initiative and completion dates.	
☐	**6biii.** Entity ***disburses adequate resources*** for implementation of the gender equality policy/policies or equivalent	• How were the allocation of resources determined or justified? • Have they proved adequate to implement the deliverables? • Are the deliverables achieved or on track to be achieved by the timeline indicated in the plan?	*Costed action plan, mid-term review or evaluation, adaptive management, cost-benefit analysis, value for money analysis, feasibility analysis, etc.*

⇒ If you are not able to check all three requirements above as completed, you **"approach requirements".** Please prepare your response to the mandatory reporting questions for that rating (see above) and upload all supporting documentation.

⇒ If you can check all three requirements (bi, bii, and biii) as completed, move on to "exceeds requirements".

⇒ If you do not exceed requirements, you **"meet requirements"**. Please prepare your response to the mandatory reporting questions below and upload all supporting documentation.

Exceeds Requirements	**Guidance**	**Supporting Document/s[47] for this requirement can include:**
☐ **6ci.** Entity has ***up-to-date gender equality policy/policies*** or equivalent.	*Does the entity have a gender policy, gender strategy, gender action plan, gender equality acceleration action plan, gender framework, gender parity strategy, PSEA and/or SH action plan?* *Were these policies or equivalent developed within the last five years?*	

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[47] It is preferable to name the file with clear concise titles and the entity name.

		Do the policies align with the UN-SWAP 3.0 guidance for developing gender policies?	
☐	**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.	• Does the action plan meet all the requirements as outlined in the TN and SWAP 3.0 guidance? • Are at least 50% of the deliverables achieved or on track to be achieved in terms of initiative and completion dates.	
☐	**6ciii.** Entity *disburses adequate resources* for implementation of the gender equality policy/policies or equivalent.	• How were the allocation of resources determined or justified? • Were the resources allocated disbursed to support implementation as planned? • Have they proved adequate to implement the deliverables? • Are the deliverables achieved or on track to be achieved by the timeline indicated in the plan?	
☐	**6civ.** Entity *reports to the Governing Body or its equivalent every two years or regularly* on progress on the gender equality policy/policies or their equivalent.	*Has the Governing Body or equivalent reviewed progress reporting on the implementation of gender equality policies (or equivalent) within the last two years?*	Annual report, progress report, GEAP Steering Committee meeting agenda, presentation, minutes, etc.

⇒ If you are not able to check all four boxes above, please enter **"meets requirements",** please prepare your response to the mandatory reporting questions for that rating (see above) and upload supporting documentation.

⇒ If you can check all four boxes above (ci, cii, ciii and civ), enter **"exceeds requirements"***,* please prepare your responses to the mandatory reporting questions below and upload supporting documentation. Congratulations! Please consider sharing your expertise and experience on PI 6 with other entities.

Performance Indicator 7: Leadership			
Approaches Requirements		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐ **Requirement 7ai.**	Senior leadership proactively promote and push-forward for gender equality and the empowerment of women both internally and externally	o *How does senior leadership demonstrate commitment to gender equality and women's empowerment?* o *What specific actions has senior leadership taken to promote gender equality internally and externally?* o *How are gender equality objectives integrated into the organization's strategic goals?* o *In what ways does senior leadership advocate for gender equality with external stakeholders?* o *What systems are in place to monitor and ensure accountability for senior leadership's gender equality efforts?*	- Gender Equality Strategy/Action Plan - Internal Communications from Senior Leadership - Reports on Gender Equality Initiatives - External Advocacy Materials - Annual/ Periodic Reports
☐ **Requirement 7aii**	A senior level Gender Steering and Implementation Committee or equivalent in place meets regularly, at least twice a year.	o *Is there a senior-level Gender Steering and Implementation Committee (or equivalent) established within the organization?* o *Does the committee meet regularly, at least twice a year, to review*	- Committee Terms of Reference - Meeting Minutes or Agendas - Annual or Biannual Reports - Committee Member List - Calendar or Meeting Schedule

				and guide gender equality initiatives?	

⇒ If you **can check both requirements** as completed, enter "approaching requirements" as your indicator rating and upload all supporting documentation with the correct title.

⇒ If you can check both requirements as completed, **move on** to "meets requirements".

		Meets Requirements		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**Requirement 7bi**	Senior leadership proactively promote and push-forward for gender equality and the empowerment of women both internally and externally		**See "Approaches Requirements" above.**	
☐	**Requirement 7bii**	A senior level Gender Steering and Implementation Committee or equivalent holds the entity accountable for achieving results in the gender equality policies			
	Requirement 7biii	Head of Gender Unit or equivalent participates in senior management team meetings, as relevant	o *Does the Head of the Gender Unit (or equivalent) regularly participate in senior management team meetings?* o *How often does the Head of the Gender Unit contribute to discussions in senior management team meetings?* o *Is the participation of the Head of the Gender Unit in senior management meetings recorded or documented?* o *In what ways does the Head of the Gender Unit influence senior management decisions related to gender equality?* o *Are there specific topics related to*	- Meeting Minutes or Agendas - Senior Management Meeting Schedule - Correspondence or Emails - Reports or Presentations

				gender equality raised by the Head of the Gender Unit in senior management meetings?	

⇒ If you **can check all <u>three requirements</u> as completed**, enter "meets requirements" as your indicator rating and upload all supporting documentation with the correct title.

⇒ If you can check both requirements as completed, **move on** to "exceeds requirements".

	Exceeds Requirements		**Additional Information**	**Supporting Document/s Required[48]**
☐	**Requirement 7ci**	Senior leadership proactively promote and push-forward for gender equality and the empowerment of women both internally and externally	**See "Meets Requirements" above.**	
☐	**Requirement 7cii**	A senior level Gender Steering and Implementation Committee or equivalent holds the entity accountable for achieving results in the gender equality policies		
☐	**Requirement 7cii**	Head of Gender Unit or equivalent participates in senior management team meetings, as relevant		
☐	**Requirement 7civ**	The Head of the Gender Unit or equivalent has a direct or indirect reporting line to senior leadership	o *Does the Head of the Gender Unit (or equivalent) have a direct or indirect reporting line to senior leadership?* o *How is the Head of the Gender Unit involved in key decision-making processes with senior leadership?*	- Organizational Chart - Job Descriptions or Role Specifications - Meeting Minutes or Agendas - Emails or Correspondence - Performance Review or Reporting Documents

⇒ If you **can check all the <u>four possible requirements</u>** enter "exceeds requirements" as your indicator rating and upload all supporting documentation with the correct title.

Congratulations! You have exceeded the requirements for this performance indicator.

Performance Indicator 8: Gender Responsive Performance Management		
Not Applicable	**Guiding Questions**	**Supporting Document/s**

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[48] It is preferable to name the file with the exact titles included below, plus the entity name.

8ai: No plan to institute a system to hold entity senior leadership accountable for entity performance against the gender equality policies or equivalent.	*How does the entity plan to ensure that senior leadership is accountable for effectively implementing and advancing gender equality policies within the organization?*	No supporting documentation needs to be uploaded, but please prepare your response to the reporting question/s.
8aii. Entity does not intend to embed knowledge on gender equality as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment. processes.	*What is the rationale behind not incorporating gender equality knowledge as a required competency in job descriptions, terms of reference, and recruitment processes, and how could this impact the entity's commitment to gender equality?*	
8aiii. Entity has no plan to include a requirement for a proven track record in gender equality and the empowerment of women in senior appointments.	*What factors have influenced the decision not to prioritize a proven track record in gender equality and women's empowerment when making senior appointments, and how does the entity plan to address gender equality at leadership levels?*	

⇒ If you check all the boxes above, enter "not applicable" as your rating for this indicator.
⇒ If at least one box is unchecked,-move on to "missing".

Missing	**Guiding Questions**	**Supporting Document/s for this requirement can include:**
8ai: Entity has not developed or instituted a system to hold entity senior leadership accountable for entity performance against the gender equality policies or equivalent.	*What factors have contributed to the decision not to develop a system to hold senior leadership accountable for gender equality performance?*	No supporting documentation to be uploaded, but please: 1) prepare your response to the reporting question/s. 2) Complete the Indicator Action Plan to progress against one of the two requirements before the
8aii. Entity does not yet have a plan to embed knowledge on gender equality as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant.	*Why has the entity not yet embedded gender equality knowledge as a desired competency in job descriptions and recruitment processes?*	

			next reporting period.
8aiii. A proven track record in gender equality and the empowerment of women is not yet included as a requirement in senior appointments.		*What are the reasons for not including a proven track record in gender equality and women's empowerment as a requirement for senior appointments?*	

⇒ If you can check all boxes above, enter "missing" as your rating for this indicator and upload the required documentation.

⇒ If at least one box is unchecked, move on to "approaches".

Approaches Reequipments		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
Requirement 8ai.	System in place to hold entity senior leadership accountable for entity performance against the gender equality policies or equivalent.	• *Has a system been established to hold senior leadership accountable for their performance on gender equality policies?* • *How does the entity monitor and evaluate senior leadership's adherence to gender equality goals?*	- Gender Equality Policy / Strategy - Gender Equality Implementation Plan - Senior Leadership Performance Evaluation Reports - Leadership Accountability Guidelines/ TORs - Annual Gender Equality Progress Report
Requirement 8aii	Embedding knowledge on gender equality as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant.	• *Has gender equality knowledge been included as a desirable competency in new job descriptions and recruitment processes?* • *Are gender equality criteria explicitly integrated into the entity's terms of reference for new hires?*	- Job Descriptions and Terms of Reference - Recruitment and Selection Policy - Gender Equality Competency Framework - Training and Development Plan - Recruitment Guidelines
Requirement 8aiii.	A requirement for a proven track record in gender equality and the empowerment of women is included in senior appointments.	• *Is a proven track record in gender equality and women's empowerment a requirement for senior appointments?*	- Senior Leadership Appointment Guidelines/ Policy - Recruitment Policy

		• *How does the entity assess candidates' experience in gender equality during senior leadership recruitment?*	Job Descriptions for Senior Positions Diversity and Inclusion Strategy/ Policy Gender Equality in Leadership Report

⇒ If you can check both requirements as completed, enter "approaching requirements" as your indicator rating and upload all supporting documentation with the correct title.

⇒ Move on to "meets requirements".

Meets Requirements		**Guiding Questions**	**Supporting Document/s for this requirement can include:**
Requirement 8bi	Entity senior leadership are held accountable for entity performance against the gender equality policies or equivalent.		
Requirement 8bii	Embedding knowledge on gender equality as a desirable competency in new Job Descriptions/ Terms of Reference and recruitment processes as relevant.	**See "Approaches Requirements" above.**	
Requirement 8biii	Senior appointments will include a requirement for a track record in gender equality.		
Requirement 8iv.	System of recognition rewards excellent work promoting gender equality and the empowerment of women.	• *Does the entity have a system in place to recognize and reward excellent work in promoting gender equality and women's empowerment?* • *How is the recognition and reward for gender equality achievements communicated and applied within the organization?*	Recognition and Reward Policy Annual Report on Gender Equality Initiatives Nomination and Award Forms/ Docs Internal/ External Communication or Newsletter

⇒ If you can check all requirements as completed, enter "meets requirements" as your indicator rating and upload all supporting documentation with the correct title.

⇒ Move on to "exceeds requirements".

Exceeds Requirements		**Additional Information**	**Supporting Document/s Required[49]**
Requirement 8ci	Entity senior leadership are held accountable for entity performance against the gender equality policies or equivalent.	**See "Meets Requirements" above.**	
Requirement 8cii	Embedding knowledge on gender equality as a desirable competency in new Job Descriptions/		

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[49] It is preferable to name the file with the exact titles included below, plus the entity name.

	Terms of Reference and recruitment processes as relevant.		
Requirement 8cii	Senior appointments will include a requirement for a track record in gender equality.		
Requirement 8civ	System of recognition is in place for excellent work promoting gender equality and women's empowerment.		
Requirement 8cv.	Senior leadership receives feedback on their gender-responsive leadership through recurring and confidential staff surveys and/or 360-degree feedback mechanisms or equivalent.	• *Is senior leadership regularly receiving feedback on their gender-responsive leadership through staff surveys or 360-degree feedback mechanisms?* • *How does the entity ensure that feedback on gender-responsive leadership is confidential and recurring for senior leadership?*	360-Degree Feedback Reports Confidential Staff Survey Results/ Reports Leadership Feedback Policy Annual Gender Equality or Leadership Performance Report Survey/ Feedback Mechanism Guidelines and Templates

⇒ If you cannot check the five requirements as completed, enter "meets requirements" and upload all supporting documentation.

⇒ If you can check the five possible requirements enter "exceeds requirements" as your indicator rating.

Congratulations! You have exceeded the requirements for this performance indicator.

Performance Indicator 9: Gender Equality Marker		
Not Applicable	**Guiding questions**	**Supporting Document/s**
❑ The entity cannot apply any type of GEM to track finances	Do the inherent characteristics of the entity preclude the application of the GEM for tracking finances?	-Justification Note for N/A rating. -No supporting document is required
If you check the box above, enter "not applicable" as your rating for this indicator.		
Missing	**Guiding questions**	**Supporting Document/s**
❑ The entity applies a GEM that is not aligned with the CEB UN data standards or the GEM is not applied to track finances	Does your entity apply a GEM that is not aligned with the CEB UN data standards? Does your entity apply a GEM that is not embedded in the ERP to track finances?	-Justification explaining the plan to transition to the 4-point-scale GEM and to embed it in entity's ERP. No supporting document is required

		If you check the box above, enter "not missing" as your rating for this indicator.		
	Approaches Requirements		**Guiding Questions**	**Supporting Document/s**
❑	**9a**. Entity **applies the four-point scale gender equality marker (GEM)** through the entity's Enterprise Resource Planning (ERP) system, in alignment with the CEB VII UN data standard		Does your entity apply a GEM that is aligned with the CEB UN data standards? Does your entity apply a GEM that is embedded in the ERP?	-Information extracted from entities' ERPs on budgeting and expenditures according to the four GEM scores -Information extracted from dashboards on budget allocations per GEM scores.

If you can check the requirement 9a as completed, enter "approach requirements" as your indicator rating and upload all supporting documentation with the correct title.

	Meets Requirements		**Guiding Questions**	**Supporting Document/s**
❑	**9bi**. Entity **applies the four-point scale gender equality marker (GEM)** through the entity's Enterprise Resource Planning (ERP) system, in alignment with the CEB VII UN data standard		Does your entity apply a GEM that is aligned with the CEB UN data standards? Does your entity apply a GEM that is embedded in the ERP?	-Information extracted from entities' ERPs on budgeting and expenditures according to the four GEM scores -Information extracted from dashboards on budget allocations per GEM scores.
❑	**9bii. Quality assurance mechanism** for the application of the gender equality marker, supported by training and guidance.		Does your entity apply a quality assurance mechanism, supported by training and guidance?	-Internal guidance to ensure quality assurance of the gender marker's application. -Material used in training activities for staff on the use of the gender marker. -Meeting minutes to ensure GEM's quality assurance.

If you can check the two requirements (9bi and 9bii) as completed, enter "meets requirements" as your indicator rating and upload all supporting documentation with the correct title.

	Exceeds Requirements		**Guiding Questions**	**Supporting Document/s**
	9ci. Entity **applies the four-point scale gender equality marker (GEM)** through the entity's Enterprise Resource Planning (ERP) system, in alignment with the CEB VII UN data standard		Does your entity apply a GEM that is aligned with the CEB UN data standards? Does your entity apply a GEM that is embedded in the ERP?	-Information extracted from entities' ERPs on budgeting and expenditures according to the four GEM scores -Information extracted from dashboards on budget allocations per GEM scores

	9cii. Quality assurance mechanism for the application of the gender equality marker, supported by training and guidance.	Does your entity apply a quality assurance mechanism, supported by training and guidance?	-Internal guidance to ensure quality assurance of the gender marker's application. -Material used in training activities for staff on the use of the gender marker. -Meeting minutes to ensure GEM's quality assurance.
❑	**9ciii. Quality-assured financial information** based on the gender equality marker is reported to Governing Bodies or the CEB	Does your entity report quality-assured information based on the GEM to the Governing Body or to the CEB?	-Information extracted from GEM's financial reports to governing bodies or the CEB
If you can check all requirements enter "exceeds requirements" as your indicator rating. Congratulations! You have exceeded the requirements for this performance indicator. Please consider sharing your expertise and experience on PI 9 with another entity.			

Performance Indicator 10: Financial Targets		
Not Applicable	**Guiding Questions**	**Supporting Document/s**
❑ The entity cannot apply any financial target on GEEW	Do the inherent characteristics of the entity preclude the establishment of a financial target on GEEW?	-Justification Note for N/A rating -No supporting document is required
If you check the box above, enter "not applicable" as your rating for this indicator.		
Missing	**Guiding Questions**	**Supporting Document/s**
❑ The entity has not yet established a financial target on GEEW or does not have a plan to reach it	- Has a financial target on GEEW not been established? If so, does the entity not have a plan to achieve the target?	-Justification Note for Missing rating -No supporting document is required.
If you check the box above, enter "missing" as your rating for this indicator.		
Approaches Requirements	**Guiding Questions**	**Supporting Document/s**
❑ **10a**: A financial target for gender equality and the empowerment of women is set and a plan is developed to reach it	Has the entity established a financial target on GEEW (in a corporate document such as the Strategic Plan or the Gender Policy? Has the entity developed a plan to reach the target?	-Document that demonstrates that a financial target has been set for the entity's activities to promote GEEW during a specific period (in the Strategic Plan, Gender Policy, etc.) -Plan to reach the financial target.

If you can check the requirement 10a as completed, enter "approaching requirements" as your indicator rating and upload all supporting documentation with the correct title.		
Meets Requirements	**Guiding Questions**	**Supporting Document/s**
❑ **10bi**: A financial target for gender equality and the empowerment of women as a principal objective is met (GEM 3/2B)	Has the financial target for GEM 3/2B been met in 2024, or in the most recent year with available data?	-Document that demonstrates that the financial target on GEM 3 a financial target has been met.
❑ **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	Has the entity developed a narrative and financial report (separate document or embedded in existing reporting)?	-Financial and narrative report linking the financial target/s on GEEW to specific gender results.
If you can check the two first requirements (10bi and 10bii) as completed, enter "meets requirements" as your indicator rating and upload all supporting documentation with the correct title.		
Exceeds Requirements	**Guiding Questions**	**Supporting Document/s**
❑ **10ci**: A financial target for gender equality and the empowerment of women as a principal objective is met (GEM 3/2B)	Has the financial target for GEM 3/2B been met in 2024, or in the most recent year with available data?	-Financial and narrative report linking the financial target/s on GEEW to specific gender results.
❑ **10cii**: A financial target for activities contributing significantly to gender equality and the empowerment of women is met (GEM 2/2A)	Has the financial target for GEM 2/2A been met in 2024, or in the most recent year with available data?	-Financial tracking/monitoring data based on GEM scores (extracted from entities' ERPs, dashboards, etc.).
❑ **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	Has the entity developed and published a narrative and financial report (separate document or embedded in existing reporting)?	-Financial tracking/monitoring data based on GEM scores (extracted from entities' ERPs, dashboards, etc.). Publication/Link to the publication
If you can check all requirements enter "exceeds requirements" as your indicator rating. Congratulations! You have exceeded the requirements for this performance indicator. Please consider sharing your expertise and experience on PI 10 with another entity.		

Performance Indicator 11: Gender Architecture		
Not Applicable	**Guiding Questions**	**Supporting Document/s**
❑ Please note that 'Not applicable' is not a valid option for this indicator, as all UN entities reporting against the UN-SWAP 3.0 require human and financial resources to operate effectively	Do the inherent characteristics of the entity create obstacle to establishing a minimum gender architecture (ie.: Gender Focal Points)?	-Justification Note for N/A rating -No supporting document is required
If you check the box above, enter "not applicable" as your rating for this indicator.		
Missing	**Guiding Questions**	**Supporting Document/s**

❑	The entity has a Gender Focal Points network but does not comply with all requirements: -appointed from staff level P4 and above or equivalent National Professional Officers. -have written terms of reference. -capacitated with adequate gender expertise. -at least 20 percent of their time is allocated to gender focal point functions. The entity does not have a Gender Focal Points network.	Does the entity have GFPs without written Terms of Reference? Does the entity have GFPs that are not capacitated with adequate gender expertise? Isn't there any GFP nominated at the P4 level?	-Justification Note for Missing rating. -No supporting document is required

If you check any of the boxes above, enter "missing" as your rating for this indicator.

	Approach Requirements	**Guiding Questions**	**Supporting Document/s**
❑	**11a.** Gender focal points or equivalent at HQ, regional and/or country levels are: a. appointed from Professional staff level P4 and above or 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	Does your entity have GFPs or equivalent that comply with the four requirements (a, b, c, d)? **Attention:** o For the 20 per cent time allocation, this can be distributed across Gender Focal Points, the 20 per cent requirement can be achieved by summing the time several gender focal points devote to the associated functions. o On the professional level, at least one GFP needs to be appointment from a P4 level (or equivalent) and above.	-TORs for Gender Focal Point -TORs for Working Group on Gender -Information on learning courses and programs, events, webinars directed to staff and specifically to gender focal points. -Documents showing the activities organized for Gender Focal Points (minutes of GFP meetings, material of training activities...) -List of GFPs and achievements of respective gender-related work plans

 If you can check the first requirement as completed, enter "approaching requirements" as your indicator rating and upload all supporting documentation with the correct title

	Meets Requirements	**Guiding Questions**	**Supporting Document/s**
❑	**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	Does your entity have GFPs or equivalent that comply with the four requirements (a, b, c, d)? **Attention:** o For the 20 per cent time allocation, this can be distributed across Gender Focal Points, the 20 per cent requirement can be achieved by summing the time several gender	-TORs for Gender Focal Point -TORs for Working Group on Gender -Information on learning courses and programs, events, webinars directed to staff and specifically to gender focal points. -Documents showing the activities organized for Gender Focal Points (minutes of GFP meetings, material of training activities...)

		focal points devote to the associated functions. o On the professional level, at least one GFP needs to be appointment from a P4 level (or equivalent) and above.	-List of GFPs and achievements of respective gender-related work plans
❑	**11bii.** Entity establishes staffing standards, training and deployment preparation needed for supporting the implementation of the entity's gender equality goals	Has the entity established staffing standards, training and deployment preparation?	-Staffing standards, training, and deployment (Guidance, Gender Policy…)
❑	**11biii.** Gender department/unit is fully funded according to an agreed funding formula, based on staffing standards/ according to the entity mandate	Does the entity have a fully resourced gender department/unit? Is it adequately funded according to an agreed funding formula, based on staffing standards and aligned with the entity's mandate?	-Overview of the gender unit's budget for the reporting year and list of posts (titles and grades of all staff in the unit/department) -Organizational chart showing location of Gender Unit -Gender Unit's budget and list of posts

If you can check the first requirement as completed, enter "meet requirements" as your indicator rating and upload all supporting documentation with the correct title

	Exceed requirements	**Guiding Questions**	**Supporting Document/s**
❑	**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 points networking ATTENTION: Compared to the similar requirement for 'meeting' (11bi), this requirement has two additional criteria: appointment at the P5 level and specific funds allocated to support the gender architecture and GFP network.	Does your entity have GFPs or equivalent that comply with the four requirements (a, b, c, d)? **Attention:** o For the 20 per cent time allocation, this can be distributed across Gender Focal Points, the 20 per cent requirement can be achieved by summing the time several gender focal points devote to the associated functions. o On the professional level, at least one GFP needs to be appointment from a P5 level (or equivalent) and above.	-TORs for Gender Focal Point -TORs for Working Group on Gender -Information on learning courses and programs, events, webinars directed to staff and specifically to gender focal points. -Documents showing the activities organized for Gender Focal Points (minutes of GFP meetings, material of training activities...) -List of GFPs and achievements of respective gender-related work plans
❑	**11cii.** Entity **implements** staffing standards, training and deployment preparation needed for supporting the implementation of the entity's gender equality goals	Has the entity established and implemented staffing standards, training and deployment preparation?	-Staffing standards, training, and deployment (Guidance, Gender Policy…) -Documents showing the implementation of staffing

	ATTENTION: Compared to the similar requirement for 'meeting' (11bii), this requirement refers to the **implementation** of staffing standards; the mere establishment of staffing standards is not enough to exceed the requirements.		standards, training and deployment
❑	**11ciii.** Gender department/unit is fully funded according to an agreed funding formula, based on staffing standards/ according to the entity mandate	Does the entity have a fully resourced gender department/unit? Is it adequately funded according to an agreed funding formula, based on staffing standards and aligned with the entity's mandate?	-Overview of the gender unit's budget for the reporting year and list of posts (titles and grades of all staff in the unit/department) -Organizational chart showing location of Gender Unit -Gender Unit's budget and list of posts
❑	**11civ**. Entity demonstrates effective use of a roster of specialized expertise on gender equality and the empowerment of women	Has the entity effectively used a roster of specialized expertise on GEEW?	-Document illustrating the use of a roster of specialized expertise on GEEW -Information on gender experts recruited from relevant rosters
❑	If you can check all requirements enter "exceeds requirements" as your indicator rating. Congratulations! You have exceeded the requirements for this performance indicator. Please consider sharing your expertise and experience on PI 11 with another entity.		

Performance Indicator 12: Capacity Development		
Not Applicable	**Guiding Questions**	**Supporting Document/s can include:**
☐ **12ai.** Entity **does not require ongoing mandatory training** on gender equality and the empowerment of women provided for all levels of entity personnel at HQ, regional and country offices	*What is the rational for the entity not implementing mandatory ongoing training on gender equality and the empowerment of women for all levels of personnel, including those at HQ, regional, and country offices?*	No supporting documentation needs to be uploaded, but please prepare your response to the reporting question/s.
☐ **12aii.** Entity **does not have the means to carry-out a capacity assessment** in gender equality and the empowerment of women is carried out	*Does the entity have the necessary resources, tools, or processes in place to carry out a capacity assessment on gender equality and the empowerment of women?*	
☐ **12aiii.** Entity **does not have the means to develop a costed capacity development** plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women is developed	*What is the rationale for the entity not developing a costed capacity development plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women?*	
⇒ If you check all boxes above, enter **"not applicable"** as your rating for this indicator and prepare your response to the reporting questions in the reporting portal. ⇒ If at least one box is unchecked, move on to "<u>missing</u>".		

		Missing	Guiding Questions	Supporting Document/s can include:
☐		**12ai.** Entity **has not yet provided ongoing mandatory training** on gender equality and the empowerment of women for all levels of entity personnel at HQ, regional and country offices	*Does the entity plan to implement mandatory ongoing training on gender equality and the empowerment of women for all levels of personnel, including those at HQ, regional, and country offices?*	No supporting documentation to be uploaded, but please: ○ prepare your response to the reporting question/s. ○ Complete the Indicator Action Plan to progress against one of the two requirements before the next reporting period.
☐		**12aii.** Entity **has not yet carried out a capacity assessment** in gender equality and the empowerment of women is carried out	*Does the entity have a plan and the resources, tools, or processes in place to carry out a capacity assessment on gender equality and the empowerment of women?*	
☐		**12aiii.** Entity **has not yet developed** a **costed capacity development plan** to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women	*Does the entity plan to prepare a costed capacity development plan to support the acquisition of relevant skills and knowledge on gender equality and the empowerment of women?*	

⇒ If you can check all boxes above, enter **"missing"** as your rating for this indicator and respond to the reporting questions in the portal and complete your indicator action plan.

⇒ If at least one box is unchecked, move on to **"approaches requirements"**.

		Approaches Requirements	Guiding Questions	Supporting Document/s can include:
☐	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	○ *Does the training cover gender equality and women's empowerment comprehensively?* ○ *Are there any specific offices or personnel groups that have not participated in the training?*	- Draft capacity assessment questionnaire - Draft capacity assessment questionnaire - Evidence of intention to make training mandatory Capacity assessment questionnaire - Capacity assessment report
☐	12aii.	A **capacity assessment** in gender equality and the empowerment of women is carried out	○ *Was a formal capacity assessment conducted to evaluate existing skills and knowledge regarding gender equality and women's empowerment?* ○ *What areas (e.g., knowledge gaps, policies, or practices) were assessed during the evaluation?* ○ *Were different levels of personnel (HQ, regional, country offices) included in the assessment process?* ○ *Did the assessment involve key decision-makers and gender equality experts?*	

			Guiding Questions	Supporting Document/s can include:
☐	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**	○ *Is there a formal, documented plan outlining the steps and costs required to build capacity in gender equality and women's empowerment?* ○ *Does the plan include detailed financial estimates for training programs, workshops, and other capacity-building initiatives?* ○ *Does the costed development plan cater to the unique training and capacity-building needs at different levels of the organization?* ○ *Are the training needs of personnel in regional and country offices adequately reflected in the plan?*	Approved capacity development plan with costings

⇒ If you cannot check either of the boxes as completed, enter **"missing"** as your rating and prepare your response to the reporting questions in the portal.

⇒ If you can check at least one of the boxes as completed, move on to <u>meeting requirements</u>.

⇒ If you do not satisfy the requirements for that rating, enter **"approaching requirements"** as your indicator rating and prepare your response to the reporting questions and upload any supporting documents.

	Meets Requirements		**Guiding Questions**	**Supporting Document/s can include:**
☐	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		
☐ ☐	12bii.	A **capacity assessment** in gender equality and the empowerment of women is carried out	**See 'Approaches' above.**	
	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**		
☐	12biv.	**Capacity-building initiatives** to develop skills and knowledge on gender equality and the empowerment of		

			Guiding Questions	Supporting Document/s can include:
		women are **undertaken by personnel in specific roles and functions**		
☐	**12bv.**	**Unconscious bias training** rolled out starting with senior leadership	○ *What evidence is there that senior leadership has received this training (e.g., participation records, training materials, feedback)?* ○ *How has the training been tailored for senior leadership, and what specific unconscious bias topics were covered?* ○ *Is there a clear plan in place to extend unconscious bias training to other levels of the organization after the senior leadership?*	- Agenda and participant list for - Evaluation reports and 6-month follow-up report

⇒ If you cannot check all requirements as completed, enter *"approaching requirements"* as your rating and prepare your response to the reporting questions in the reporting portal and upload any supporting documents.

⇒ If you can check both requirements as completed, move on to <u>exceeds requirements</u>.

⇒ If you do not satisfy the requirements for that rating, enter *"meets requirements"* as your indicator rating and prepare your response to the reporting questions and upload any supporting documents.

Exceeds Requirements			**Guiding Questions**	**Supporting Document/s can include:**
☐	**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	**See 'Meets' above.**	
☐	**12cii.**	A **capacity assessment** in gender equality and the empowerment of women is carried out		
☐	**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		
☐	**12civ.**	The **effective use of skills and knowledge** on gender equality and the empowerment of women, acquired through capacity development by personnel in specific	○ *Are there tangible examples where personnel have applied their skills and knowledge in their roles to promote gender equality and the empowerment of women?*	- Training curriculum - Registration and evaluation reports from trainings

		roles and functions is **demonstrated**	o *Can the entity provide specific cases where gender equality or women's empowerment initiatives have been successfully implemented or improved as a result of the training?*	
☐	**12cv.**	**Unconscious bias training** rolled out for all staff	o *What evidence is there that all staff have received this training (e.g., participation records, training materials, feedback)?* o *How has the training been tailored for staff at different levels and functions, and what specific unconscious bias topics were covered?*	- Agenda and participant list for - Evaluation reports and 6-month follow-up report

⇒ If you are not able to check all requirements, please enter "meets requirements" and prepare your response to the reporting questions in the reporting portal and upload any supporting documentation.

⇒ If you can check all requirements as completed, enter **"exceeds requirements"**. Congratulations!

⇒ Please prepare your responses to the reporting questions and upload any supporting documentation. Please consider sharing your expertise and experience on PI 12 with another entity.

Performance Indicator 13: Organizational Culture		
Not Applicable	**Guiding Questions**	**Supporting Document/s Required can include:**
☐ **13ai:** Organizational culture does not fully support the promotion of gender equality and the empowerment of women	o *Do the organization's policies, practices, and leadership actively promote gender equality and the empowerment of women?* o *Is the organizational culture inclusive, ensuring equal representation in decision-making and effectively addressing gender-related issues?*	<u>No supporting documentation needs to be uploaded</u>, but please prepare your response to the reporting question/s.

⇒ If you check the box above, enter **"not applicable"** as your rating for this indicator and prepare your response to enter to the reporting portal.

⇒ If you cannot check the box above, move on to "**missing**".

	Missing	Guiding Questions	Supporting Document/s Required can include:
☐	**13ai:** Organizational culture does not fully support the promotion of gender equality and the empowerment of women	o *Do the organization's policies, practices, and leadership actively promote gender equality and the empowerment of women?* o *Is the organizational culture inclusive, ensuring equal representation in decision-making and effectively addressing gender-related issues?*	No supporting documentation to be uploaded, but please: 1) prepare your response to the reporting question/s. 2) complete the Indicator Action Plan to progress against one of the two requirements before the next reporting period.

⇒ If you check the box above, enter **"missing"** as your rating for this indicator and upload the required documentation.
⇒ If you cannot check the box above, please move on to "**approaching requirements**".

	Approaches Requirements		Guiding Questions	Supporting Document/s Required can include:
☐	**Requirement 13ai.**	Organizational culture fully supports promotion of gender equality and the empowerment of women	o *Are gender equality and the empowerment of women explicitly integrated into the organization's policies, practices, and leadership actions at all levels?* o *Is the organizational culture inclusive, with equal representation and active participation of women in decision-making processes, and does it effectively address and prevent gender-based discrimination or inequality?*	– Gender Policy – Diversity and Inclusion Strategy/ Policy – Gender Action Plan – Organizational Culture Survey/ Assessment Report – Leadership Commitment Statements on Gender Equality/ Compacts

⇒ If you can check the requirement as completed, enter "**approaching requirements**" as your indicator rating and upload all supporting documentation with the correct title.

⇒ If you do not "meet requirements", your rating is "**approach requirements**". Please prepare your response to enter in the reporting portal and upload all supporting documentation.

		Meets Requirements	**Guiding Questions**	**Supporting Document/s Required can include:**
☐	**Requirement 13bi**	**Organizational culture fully supports** promotion of gender equality and the empowerment of women		See 'Approaches' above.
☐	**Requirement 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	o *Has the organization conducted an internal gender and power analysis (or equivalent) to assess its systems, structures, hierarchies, and decision-making processes?* o *Does the organization use the findings of the analysis to identify and remove barriers to gender equality within both formal and informal decision-making structures?*	– Gender and Power Analysis Report – Gender Equality Action Plan – Organizational Gender Audit – Gender Mainstreaming Guidelines or Framework – Monitoring and Evaluation (M&E) Reports

⇒ If you are not able to check both boxes above, you **"approach requirements".** Please prepare your response to the reporting questions for that rating and upload all supporting documentation.
⇒ If you can check box boxes above, please move on to "exceeds requirements".
⇒ If you do not exceed requirements, you **"meet requirements"**. Please prepare your response to the enter in the reporting platform and upload all supporting documentation.

		Exceeds Requirements	**Guiding Questions**	**Supporting Document/s Required can include:**
☐	**Requirement 13ci**	**Organizational culture fully supports** promotion of gender equality and the empowerment of women		
☐	**Requirement 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	See 'Meets' above.	
☐	**Requirement 13cii**	**Agreed-upon recommendations** from the internal power analysis are implemented	o *Have the recommendations from the internal gender and power analysis been formally endorsed and integrated into the organization's policies and practices?*	– Implementation Action Plan – Progress Reports – Accountability and Monitoring Framework

			o	*Is there evidence of measurable actions and outcomes resulting from the implementation of these recommendations, with clear accountability mechanisms in place?*	

If you cannot <u>check all the possible requirements</u> as completed, enter "**meets requirements**" and prepare your response to enter in the reporting portal and upload supporting documentation.

If you can check all three boxes above, enter "exceeds requirements". Congratulations!

Please prepare your responses to the reporting questions below and upload supporting documentation. Please consider sharing your expertise and experience on PI 13 with other entities.

Performance Indicator 17: UN Inter-Agency Engagement			
Not Applicable		**Guiding Questions**	**Supporting Document/s**
☐	**17ai.** Entity has no possibility to engage with any UN inter-agency mechanisms focused on sectoral, thematic or managerial areas to advance gender equality and women's empowerment.	• *Is there no inter-agency mechanisms that your entity engages with?* • *Is there no possibility to join an inter-agency mechanism?*	No supporting documentation needs to be uploaded, but please prepare your response to the ***reporting question/s***.
☐	**17aii.** Entity is not able to conduct a UN-SWAP Peer Review process within four years of the last peer review **or** by 2026.	• *This indicator is applicable to all entities.*	

⇒ If you check 17a, you will still be responsible for 17aii so you will enter missing as your rating and answer the reporting question below and under missing.

Missing		**Guiding Questions**	**Supporting Document/s Required**
☐	**17ai.** No engagement with any UN inter-agency mechanisms focused on sectoral, thematic or managerial areas to advance gender equality and women's empowerment.	• *Does your entity have the opportunity to engage in inter-agency mechanisms, but has not yet prioritized it?* • *Does your entity participate in an inter-agency mechanism on GEEW, but does not do so systematically?*	No supporting documentation to be uploaded, but please: 5) prepare your response to the ***reporting question/s***. 6) Complete the ***Indicator Action Plan*** to make progress on both requirements by the next reporting period.
☐	**17aii.** Entity has not conducted a UN-SWAP Peer Review process within four years of the last peer review **or** by 2026.	• *Has your entity never conducted a UN-SWAP peer review?*	

		• *Has it been more than four years since your entity has conducted a UN-SWAP peer review?*	

⇒ If you can check one or both boxes above, you are **"missing requirements"**. Please prepare your response to the mandatory reporting question below.

	Approaches Requirements	**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**17ai. Entity participates systematically** in inter-agency coordination mechanisms on gender equality and the empowerment of women.	• *Does your entity systematically participate in inter-agency mechanisms on GEEW by regularly attending meetings and contributing to discussions?*	Meeting minutes, Membership List, Deliverables
☐	**17aii.** Entity undertakes **a UN-SWAP peer review** process at least once every 4 years	◊ Has your entity completed a UN-SWAP Peer Review within the last four years? ◊ Has your entity completed a UN-SWAP Peer Review by 2026 if has not done so previously? ◊ Was the Peer Review aligned with UN-SWAP Peer Review Guidance? ◊ Does the Peer Review include agreed recommendations?	Peer Review Report, including year completed

⇒ If you are not able to check both requirements above as completed, you are **"missing requirements"**. Please prepare your response to the mandatory reporting questions for that rating (see above).

⇒ If you can check both requirements (ai and aii) as completed, move on to "meets requirements".

⇒ If you do not "meet requirements", your rating is **"approach requirements"**. Please prepare your response to the mandatory reporting questions below and upload all supporting documentation.

	Meets Requirements	**Guiding Questions**	**Supporting Document/s for this requirement can include:**
☐	**17bi. Entity effectively mainstreamed gender perspective** into inter-agency coordination mechanisms	• *Does your entity systematically participate in inter-agency mechanisms on GEEW by regularly attending meetings*	*Meeting minutes, Agendas, Deliverables,*

		and contributing to discussions? • *Did your entity's participation contribute to mainstreaming a gender perspective within the mechanisms work?*	
☐	**17bii.** Entity undertakes **a UN-SWAP peer review** process at least once every 4 years	◊ Has your entity completed a UN-SWAP Peer Review within the last four years? ◊ Has your entity completed a UN-SWAP Peer Review by 2026 if has not done so previously? ◊ Was the Peer Review aligned with UN-SWAP Peer Review Guidance? ◊ Does the Peer Review include agreed recommendations?	Peer Review Report, including year completed
☐	**17biii. Entity implements agreed upon recommendations** from the UN-SWAP peer review process	◊ Is your entity tracking progress against the agreed recommendations of the peer review? ◊ Is your entity achieving or on track to complete the recommendations in the timeframe indicated?	Action Plan for Peer Review Follow-up, Evidence of recommendations completed.

⇒ If you are not able to check all three requirements above as completed, you **"approach requirements".** Please prepare your response to the reporting questions above for that rating and upload all supporting documentation.

⇒ If you can check all three requirements (bi, bii, and biii) as completed, move on to "exceeds requirements".

⇒ If you do not exceed requirements, you **"meet requirements"**. Please prepare your response to the reporting questions below and upload all supporting documentation.

	Exceeds Requirements	**Guidance**	**Supporting Document/s for this requirement can include:**
☐		• *Does your entity systematically participate in inter-*	*Meeting minutes, Agendas, Deliverables,*

	17ci. Entity effectively mainstreams gender considerations into inter-agency coordination mechanisms	*agency mechanisms on GEEW by regularly attending meetings and contributing to discussions?* • *Did your entity's participation contribute to mainstreaming a gender perspective within the mechanisms work?*	
☐	**17cii.** Entity undertakes **an UN-SWAP peer review** process at least once every 4 years	• Has your entity completed a UN-SWAP Peer Review within the last four years? • Has your entity completed a UN-SWAP Peer Review by 2026 if has not done so previously? • Was the Peer Review aligned with UN-SWAP Peer Review Guidance? • Does the Peer Review include agreed recommendations?	Peer Review Report , including year completed
☐	**17ciii. Entity implements agreed upon recommendations** from the UN-SWAP peer review process	• Is your entity tracking progress against the agreed recommendations of the peer review? • Is your entity achieving or on track to complete the recommendations in the timeframe indicated?	Action Plan for Peer Review Follow-up, Evidence of recommendations completed.
☐	**17civ. Entity supports implementation of at least one** UN-SWAP Performance Indicator in another entity	• Has your entity provided substantive and direct one-on-one support and advice to another entity on one or more SWAP indicator?	Meeting agenda, support plan, minutes, follow-up, evidence of entity rating increasing following support.

⇒ If you are not able to check all four boxes above, please enter **"meets requirements"** and prepare your response to the reporting questions for that rating above and upload supporting documentation.

Performance Indicator 18: Stakeholder Engagement		
Approaches Requirements	**Guiding Questions**	**Supporting Document/s can include:**
☐ **18ai (Option 1):** Entity **has no possibility to engage** organizations that promote gender equality and/or the rights and empowerment of women and girls in **consultation mechanism/s** that inform relevant programming and inter-governmental processes.	• *Have you verified that there is absolutely no possibility to include organizations that promote gender equality and/or the rights and empowerment of women and girls in existing consultation mechanisms?* • *Are you certain that it is not possible to establish a new consultation mechanism to include organizations that promote gender equality and/or the rights and empowerment of women and girls?*	No supporting documentation needs to be uploaded, but please prepare your response to the **reporting question/s**.
☐ **18aii (Option 2):** Entity **does not have any means to ensure the meaningful participation** of organizations that promote gender equality and/or the rights and empowerment of women and girls in entity-led or supported activities.	• *Have you verified that there is absolutely no possibility to enable the meaningful participation of organizations that promote gender equality and/or the rights and empowerment of women and girls in entity-led or supported activities?*	

> ⇒ If you check both boxes above, enter **"not applicable"** as your rating for this indicator and prepare your response to the reporting questions below.
>
> ⇒ If at least one box is unchecked, move on to <u>"missing"</u>.

Missing	**Guiding Questions**	**Supporting Document/s can include:**
☐ **18ai (Option 1):** Entity **has not included** organizations that promote gender equality and/or the rights and empowerment of women	• Does the entity have existing consultation mechanism/s or can it establish a	No supporting documentation to be uploaded, but please:

	and girls within **consultation mechanism/s** to inform relevant programming and inter-governmental processes.	consultation mechanism where organizations that promote gender equality and/or the rights and empowerment of women and girls – but has not done so yet?	7) prepare your response to the **reporting question/s**. 8) Complete the **Indicator Action Plan** to progress against one of the two requirements before the next reporting period.
☐	**18aii (Option 2):** Entity **has not supported the meaningful participation** of organizations that promote gender equality and/or the rights and empowerment of women and girls in entity-led or supported activities.	• Does the entity have the opportunity to meaningful engage organizations that promote gender equality and/or the rights and empowerment of women and girls – but has not yet done so?	

⇒ If you can check both boxes above, enter **"missing"** as your rating for this indicator and respond to the reporting questions in the portal and complete your indicator action plan.

⇒ If at least one box is unchecked, move on to **"approaches requirements**".

	Approaches Requirements	**Additional Information**	**Supporting Document/s can include:**
☐	**18ai (Option 1):** Entity has **established consultation system/s** through which organization/s that promote gender equality and/or the rights and empowerment of women and girls can inform relevant programming and/or inter-governmental processes.	• *Do you have at least one consultation system or mechanism in which organization/s that promote gender equality and/or the rights and empowerment of women and girls can have the opportunity to inform programming and/or inter-governmental processes?*	• Terms of Reference • Membership List • Meeting Minutes • Description of system or mechanism
☐	**18aii (Option 2):** Entity engages with organizations that promote gender equality and/or the rights and empowerment of women and girls for their **meaningful participation** in UN-led or supported activities.	• *Do organization/s that promote gender equality and/or the rights and empowerment of women and girls have the opportunity to engage in meaningful participation in at least one entity-led or supported activity?*	• Stakeholder policy or strategy • Stakeholder engagement plan • Comments or Meeting Minutes

⇒ If you cannot check either of the two boxes as completed, enter **"missing"** as your rating and prepare your response to the reporting questions above,

⇒ If you can check at least one of the two boxes as completed, move on to meeting requirements. If you do not satisfy the requirements for that rating, enter **"approaching requirements"** as your indicator rating and prepare your response to the reporting questions below and upload any supporting documents.

	Meets Requirements	**Guiding Questions**	**Supporting Document/s can include:**
☐	**18bi**. Entity *regularly consults* appropriate organization/s that promote gender equality and/or the rights and empowerment of women and girls to include **through established consultation system/s.**	• *Do you have at least one consultation system or mechanism in which organization/s that promote gender equality and/or the rights and empowerment of women and girls can have the opportunity to regularly inform programming and/or inter-governmental processes?*	*ToRs and Membership of Civils Society Advisory Groups, Working Groups, Reference Groups, Taskforces, etc.;*
☐	**18bii.** Entity **regularly *engages*** with organization/s that promote gender equality and/or the rights and empowerment of women and girls for their **meaningful participation** in UN-led or supported activities.	• *Do organization/s that promote gender equality and/or the rights and empowerment of women and girls have the opportunity to engage regularly in meaningful participation in at least one entity-led or supported activity?*	*Meeting Minutes or Actions; Relevant Deliverables/Outcomes; Stakeholder Satisfaction Survey*
	⇒ If you cannot check both requirements as completed, enter **"approaching requirements"** as your rating and prepare your response to the reporting questions above and upload any supporting documents. ⇒ If you can check both requirements as completed, move on to exceeds requirements. If you do not satisfy the requirements for that rating, enter **"meets requirements"** as your indicator rating and prepare your response to the reporting questions below and upload any supporting documents. **Reporting Questions:**		

- What is the name of the organization/s that promote gender equality and/or the rights and empowerment of women and girls that you consulted and/or engaged for meaningful participation?

- What inter-governmental process, programming process or entity led or supported activity were the organization/s that promote gender equality and/or the rights and empowerment of women and girls engaged on?

- Describe how consultation and meaningful engagement was regular?

	Exceeds Requirements	Guidance	Supporting Document/s[50] for this requirement can include:
☐	**18ci.** Entity programming and/or inter-governmental processes are **informed** by organization/s that promote gender equality and/or the rights and empowerment of women and girls.		
☐	**18cii** Entity **regularly engages** with organization/s that promote gender equality and/or the rights and empowerment of women and girls for their **meaningful participation** in UN-led and/ or supported activities.	Clearly report what	ToRs, Membership Lists, Meeting Minutes or Actions, Relevant Deliverables/Outcomes, Stakeholder Satisfaction Survey, etc.
☐	**18ciii** (**Option 1**) Entity contributes to opening opportunities for women and girls to *access financing or providing economic opportunities*.		Information on established grant, fellowship or other funding mechanisms, Donor Meeting/Roundtable Summary and Participant List, Gender Responsive Procurement Policy, Implementation Partner Guidelines, resource mobilization for GEEW, etc.
☐	**18civ (Option 2)** Entity *builds strategic partnerships with the private sector and/or philanthropy* for gender equality and the empowerment of women and girl.	○ Have you established or further deepened partnerships with private sector actors and/or philanthropies to advance GEEW in relation to your entity's mandate?	*MoU/s or Letter of Intent, Website Link/s, Knowledge Products, Press Releases, Brochures, Meeting Report/Minutes, Partnership Reports, etc.*

⇒ If you are not able to check ci, cii and either option ciii or civ as completed, please enter "meets requirements" and prepare your response to the reporting questions above and upload any supporting documentation.

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[50] It is preferable to name the file with clear concise titles and the entity name.

⇒ If you can check ci, cii and either option ciii or civ as completed, enter **"exceeds requirements"**. Congratulations! Please prepare your responses to the reporting questions and upload any supporting documentation. Please consider sharing your expertise and experience on PI 18 with another entity.

Annex 6: Entity Action Plan

PI1
Strategic Planning Gender-related SDG results

2024 Rating	
Action Plan	
Responsible For follow up	
Resources Required	
Use of Funds	
Timeline Milestones Targets	

PI2
Reporting and Use of Data on Gender-related SDG results

2024 Rating	
Action Plan	
Responsible For follow up	
Resources Required	
Use of Funds	
Timeline Milestones Targets	

PI3
Achievement of Gender-related SDG results

2024 Rating	
Action Plan	
Responsible For follow up	
Resources Required	
Use of Funds	
Timeline Milestones Targets	

PI4
Evaluation

2024 Rating	
Action Plan	
Responsible For follow up	
Resources Required	
Use of Funds	
Timeline Milestones Targets	

2024 Rating	
Action Plan	

PI5 Audit	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI6 Policy	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI7 Leadership	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI8 Gender-responsive performance management	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI9	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	

Gender Equality Marker	Use of Funds	
	Timeline Milestones Targets	

PI10 Financial Targets	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI11 Gender Architecture	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI12 Capacity Development	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	
	Timeline Milestones Targets	

PI13 Organizational Culture	2024 Rating	
	Action Plan	
	Responsible For follow up	
	Resources Required	
	Use of Funds	

	Timeline Milestones Targets	

		2024 Rating	
PI14 Protection from Sexual Abuse and Exploitation (PSEA) and Sexual Harassment (SH)		Action Plan	
		Responsible For follow up	
		Resources Required	
		Use of Funds	
		Timeline Milestones Targets	

		2024 Rating	
PI15 Equal Representation of Women		Action Plan	
		Responsible For follow up	
		Resources Required	
		Use of Funds	
		Timeline Milestones Targets	

		2024 Rating	
PI16 Knowledge Management and Communication		Action Plan	
		Responsible For follow up	
		Resources Required	
		Use of Funds	
		Timeline Milestones Targets	

		2024 Rating	
PI17 Interagency Engagement		Action Plan	
		Responsible For follow up	
		Resources Required	
		Use of Funds	

	Timeline Milestones Targets	

		2024 Rating	
PI18 Stakeholder Engagement		**Action Plan**	
		Responsible For follow up	
		Resources Required	
		Use of Funds	
		Timeline Milestones Targets	