



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

Gender Mainstreaming Policies for Government Officers

集団研修「行政官のためのジェンダー主流化政策」 *JFY 2012*

<Type: Solution Creation / 類型:課題解決促進型>

NO. J12- 00769/ ID.1280723

From May 2012 to October 2012

Core Phase in Japan: June 3, 2012 to July 5, 2012

This information pertains to one of the Training and Dialogue Programs of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

I. Concept

Background

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

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

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

For what?

This program aims to enhance capability of national gender machinery in the design, implementation, monitoring and evaluation of programs with gender perspectives.

For whom?

This program is offered to national gender machinery which is a central policy coordinating unit for the advancement of gender quality inside the government.

How?

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

II. Description

1. Title (J-No.)

Gender Mainstreaming Policies for Government Officers (J12-00769)

2. Period of program

Duration of whole program: May 2012 to October 2012

Core Phase in Japan: June 3, 2012 to July 5, 2012

Finalization Phase: Aug 2012 to October 2012

(in a participant's home country)

3. Target Regions or Countries

Albania, Egypt, Brazil, Iraq, Kosovo, Moldova, Nepal and Palestine

4. Eligible / Target Organization

This program is designed for national gender machinery (central and local branches) which is a central policy coordinating unit for the advancement of gender quality inside the government.

5. Total Number of Participants

8 participants

6. Language to be used in this program

English

7. Program Objective

To enhance capability of national gender machinery in the design, implementation, monitoring and evaluation of policies and program with gender perspective.

8. Overall Goal

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

9. Expected Module Output and Contents

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

(1) Preliminary Phase in a participant's home country

(Middle May to Late May 2012)

Participating organizations make required preparation for the Program in the respective country.

Expected Module Output	Activities
Submission of Country Report in Power Point format	Formulation and submission of Country Report in Power Point format

(2) Core Phase in Japan (June 3, 2012 to July 5, 2012)*Participants dispatched by the organizations attend the Program implemented in Japan.*

Expected Module Output	Subjects/Agendas	Methodology
1. Be able to explain the concept and methods of gender mainstreaming.	(1) Gender Mainstreaming Policies (2) Gender Budget Analysis (3) Gender Statistics	Lecture Discussion
2. Establish a foundation for making effective policies for gender mainstreaming in the participants' home countries.	(1) Gender Equality Administration (2) Gender Mainstreaming in Health, Labor and Welfare (3) Gender Projects of JICA (4) Promotion of Gender Mainstreaming Policies in Local Government (5) Activities of Kitakyushu Forum on Asian Women (KFAW)* (6) Activities of Kitakyushu Municipal Gender Equality Center "MOVE"*	Lecture Discussion Observation*
3. Summarize the techniques to design, implement and evaluate policy/program with gender perspective and consider applicability to participants' home countries.	(1) CEDAW and Its Implementation in Japan (2) Women's Participation in Politics and Their Leadership (3) Women and Peace* (4) Women and Violence (5) Women and Health (6) Gender Mainstreaming in Media (7) Gender Mainstreaming in Nursery* (8) Gender Mainstreaming in Education (9) Gender Mainstreaming in School Education I , II * (10) Gender Mainstreaming in Agricultural Village (11) Gender Mainstreaming in Urban Development (12) Work-Life Balance (13) Exchange Meeting on Gender Mainstreaming with Japanese Citizens	Lecture Discussion Observation*

Expected Module Output	Subjects/Agendas	Methodology
4. Be able to design, implement, and evaluate the program with gender perspective logically.	(1) Sharing Challenges in Mainstreaming Gender in Participants' Home Countries** (2) Gender Sensitive Training and Gender Analysis (3) Gender Responsive PCM (Project Cycle Management) (4) Facilitator Training (5) Formulation and Presentation of Action Plan**	Lecture Discussion Workshop Presentation**

(2)Finalization Phase in a participant's home country

Participating organizations produce Final Report by making use of results brought back by participants. This phase marks the end of the Program.

Expected Module Output	Activities
Action Plan on mainstreaming gender is approved in the participant's organization after the training.	Application and implementation of Action Plan back in the participant's country and submission of its final report to the respective country's JICA office or Embassy of Japan by <u>October 31, 2012.</u>

10. Follow-up Cooperation by JICA:

In this program, JICA might extend follow-up support to participating organizations that intend to develop the result of the project further. Please note that the support shall be extended selectively based on proposals from the participating organizations.

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section **II-9**.
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in **II-9**.
- (5) If there are more than one qualified candidate, the applying organizations are recommended to nominate both male and female.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: be a government officer working for national gender machinery at the central or local level.
- 2) Experience in the relevant field: have more than 5 years of occupational experience in gender.
- 3) Educational Background: be a university graduate or those who have equivalent knowledge.
- 4) Language: have a competent command of spoken and written English which is equal to TOEFL PBT 500 (CBT 173, iBT 61) or above, or the Cambridge First Certificate (This program includes active participation in discussions and action plan development, thus requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)
- 5) Health: must be in good health, both physically and mentally, to participate in the program in Japan. (The training includes many field visits that would be too demanding for a dedicate person especially for a pregnant women. Thus, pregnancy is regarded as a disqualifying condition for participation in this training program.)
- 6) Must not be serving any form of military service.

(2) Recommendable Qualifications

Age: be between the ages of twenty-seven (27) and fifty (50) years

3. Required Documents for Application

(1) Application Form: The Application Form is available at the respective country's JICA office or the Embassy of Japan.

(2) Job and Country Report (Annex): to be submitted with the Application Form.

※ Application Form without the Job and Country Report can not be accepted.

4. Procedure for Application and Selection

(1) Submitting the Application Documents

Closing date for application to the JICA Center in JAPAN: April 3, 2012

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection

After receiving the document(s) through due administrative procedures in the respective government, the respective country's JICA office (or Japanese Embassy) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this project. Selection shall be made by the JICA Center in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(3) Notice of Acceptance

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than May 3, 2012**.

5. Document(s) to be submitted by accepted participants

Country Report in Power Point format

Before coming to Japan, only accepted participants are required to prepare the Country Report in Power Point format. Details will be informed to the accepted participants by May 16, 2012.

6. Conditions for Attendance

(1) to follow the schedule of the program,

(2) not to change the program subjects or extend the period of stay in Japan,

(3) not to bring any members of their family,

- (4) to return to their home countries at the end of the program in accordance with the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances participants may be required to return part or all of the training expenditure depending on the severity of said violation,
- (7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8) to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section ***II-9*** and section ***III-5***.

IV. Administrative Arrangements

1. Organizer

JICA Kyushu International Center (KIC)

2. Implementing Partner

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

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

(3) **Remark:** The Kitakyushu Forum on Asian Women (KFAW) was established in October of 1990 with a special government fund for revitalization project. In 1993, the Forum was recognized as a Foundation by the Ministry of Labor (the present the Ministry of Health, Welfare and Labor). The purpose of the Foundation, through various projects, is to promote the improvement of women's status as well as their mutual understanding and cooperation in Asia. KFAW has carried out JICA training programs since 1995.

3. Travel to Japan

(1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) **Travel Insurance:** Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

4. Accommodation in Japan

JICA will arrange the following accommodations for the participants in Japan.

[KITAKYUSHU]

JICA Kyushu International Center (JICA KYUSHU / KIC)

Address: 2-2-1 Hirano, Yahata Higashi-ku, Kitakyushu-shi, Fukuoka, Japan

TEL: +81-93-671-6311 FAX: +81-93-671-0979

[TOKYO]

JICA Tokyo International Center (JICA TOKYO / TIC)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: +81-3-3485-7051 FAX: +81-3-3485-7904

If there is no vacancy at JICA Center, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of KIC/TIC at its URL, <http://www.jica.go.jp/english/contact/domestic/index.html>

5. Expenses

The following expenses will be provided for the participants by JICA:

(1) Allowances for accommodation, living expenses, outfit, and shipping

(2) Expenses for study tours (basically in the form of train tickets).

(3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)

(4) Expenses for program implementation, including materials

For more details, please see p. 9-16 of the brochure for participants titled “KENSU-IN GUIDE BOOK,” which will be given to the selected participants before (or at the time of) the pre-departure orientation.

6. Pre-departure Orientation

A pre-departure orientation will be held at the respective country’s JICA office (or Japanese Embassy), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

1. Reports Presentation

Accepted participants will have a presentation of his/her Action Plan at the end of the training, which is to express your idea and plan, which you carry out after your return, reflecting the knowledge and method you acquire from the training.

2. Remarks

JICA training is implemented for the purpose of development of human resources who will promote the advancement of the countries, but not for the enrichment of individuals or private companies. Matters of a trade secret and patent techniques will remain confidential and inaccessible during the training.

Annex

Gender Mainstreaming Policies for Government Officers (JFY 2012)

Job and Country Report

Name:
Country:
Name of Organization
E-mail:
FAX:

Remark : The Report should be **typewritten in English** (12-point font, A4 size paper), and total pages of the report should be limited to 2 pages.

(1) Organizational structure of National Machinery (or organization which you belong to)
*Present the organizational structure in a chart and show your position in the chart.

(2) Your position in the national gender machinery and job descriptions

(3) Major national policies/plans on promotion of gender equality which are currently implemented in your country (e.g. National Policy on Gender Equality and National Action Plan on Gender Equality, etc.)

(4) Priority issues in the above the current national policies/plans
*Mention three issues

(5) Three major challenges/obstacles in mainstreaming gender in your country

(6) The countermeasure(s) for the above problem, which is now being implemented or is planned to be carried out

(7) Specific Problems related to gender mainstreaming that you want to address in your position in your organization

(8) Specific actions that you want to take in solving the problems mentioned in (7)

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

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



CORRESPONDENCE

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

JICA Kyushu International Center (JICA Kyushu)

**Address: 2-2-1 Hirano, Yahata Higashi-ku, Kitakyushu-shi,
Fukuoka, 805-8505 Japan**

TEL: 81-93-671-6311 FAX: 81-93-671-0979