

GUIDANCE NOTE ON THE ASSIGNMENT OR DESIGNATION OF GENDER STATISTICS FOCAL POINTS OR THE ESTABLISHMENT OF A GENDER STATISTICS UNIT WITHIN NSOs OR OTHER KEY ACTORS OF THE GSS

RATIONALE

1. Para. 206 (d) of the Beijing Platform of Action (BPfA) mandates national, regional and international statistical services and relevant governmental and United Nations agencies to, “*Designate or appoint staff to strengthen gender-statistics programmes and ensure coordination, monitoring and linkage to all fields of statistical work, and prepare output that integrates statistics from the various subject areas.*”¹
2. In light of the MEWGC programme implementation, presence of designated gender statistics focal points (GSFPs) and/or gender statistics units (GSUs) can facilitate coordination of CO with NSOs and/or other key actors of the GSS. (Note: It is parallel to having MEWGC gender statistics specialist to facilitate MEWGC work within CO.)

SUGGESTED FUNCTIONS OF GSFPs AND/OR GSUs²

3. The following are the suggested functions of appointed GSFPs and/or established GSUs:
 - 3.1 Coordination, monitoring and linkages with other fields: i) within the NSO; ii) among producers of statistics; and iii) MEWGC country programme implementation, in collaboration with CO;
 - 3.2 Advocacy;
 - 3.3 Improving gender statistics, internally and system-wide;
 - 3.4 Substantive and technical support to other ministries, departments and agencies dealing with statistics; and
 - 3.5 Training of NSO and non-NSO staff.

SUGGESTED REQUIREMENTS³

4. *On the organization*, there should be dedicated staff working on gender statistics.
5. *On the goals and objectives*, there should be coordination, monitoring and linkages with all fields of statistics, i.e., within and reaching across to other sector sections.

¹ Beijing Declaration and Platform for Action. 1995. Fourth World Conference on Women. Beijing, China. 4-15 September 1995. (<http://www.un.org/womenwatch/daw/beijing/pdf/BDPfA%20E.pdf>; accessed on 5 September 2018)

² But not limited to those listed.

³ But not limited to those listed.

6. *On the outputs*, these should include products and services (read: statistical coordination, governance) covering gender statistics from various subject areas.

IMPORTANT CONSIDERATIONS

7. In most cases, formal establishment of a GSU would require a reorganization of an NSO (or government agency). This then would entail approval from appropriate government agencies, such as the Ministry of Budget and Management considering government appropriations implications, Civil Service Commission with the creation of positions as well as corresponding duties and responsibilities of concerned civil servant/s, etc.
8. Thus, considering time constraints – in the interim, it is suggested that at least the designation of GSFPs by the Chief Statistician (say, thru a Memorandum or Special Order) is issued.

SUGGESTED ACTIVITIES IN 2018, INCLUDING EXPENDITURE ITEMS THAT MAY BE CONSIDERED

9. The suggestion below specifically cites the NSO but may also apply to MoW, MoP or other key actors of the country's GSS with expressed need and committed to establish this institutional arrangement.

Activity	Expenditure item	Remarks
1. Bilateral meeting of NSO and UN Women to formally agree on the proposal on the establishment of a GSU and appointment of GSFPs, in the interim if necessary. Also, the meeting will aim to discuss top-level ideas and considerations regarding the proposal.	Meeting costs	Refer to "Important considerations" cited on paras. 27-28
2. Meetings within NSO towards the development of a proposal	Meeting costs; Meeting facilitator and/or Consultant, if deemed needed	
3. Workshop between NSO and UN Women to come up with a proposal, which will include terms of reference (ToR), structure, initial work and financial plan, coordination mechanisms within the NSO and the broader GSS, among others	Workshop costs; Workshop facilitator and/or Consultant, if deemed needed	
4. Approval of the NSO Chief Statistician	Meeting costs	In consultation with concerned NSO senior officials prior to approval
5. Kick-off of the initial work plan of the GSFPs, including inception meeting with concerned senior officials and staff re: GSFP roles and initial work plan	Meeting costs; Seed money to be provided for the implementation of initial activities by the GSFP <i>Optional: Service allowance or honoraria</i>	
6. Preparation of end-of-year report on this activity by CO, NSO, MoW through a writeshop (to include accomplishments,	Writeshop costs	To be provided to HQ; may also be shared with donors

Activity	Expenditure item	Remarks
issues/challenges, lessons learned, next steps, etc.)		