**CARE International Gender Equality Policy – May 2018**

**Annex 2 Accountability and Reporting**

As outlined in the Policy CARE Members, Affiliates and Candidates will ensure this policy is implemented, monitored and reported against every two years to the National Directors Committee. Lead members will ensure reporting on the Country Offices that they manage.

The following table provides a list of suggested sources of data and indicators for reporting. We are able to report on most indicators from existing sources. Where no sources exist this has been highlighted. Before the next review of the Policy we will work to ensure that sources are identified and updated, as far as possible this will include integration into existing data systems such as PIIRs, CI Standards of Country Presence, Evaluation Standards, etc.

National Directors will ensure that the data outlined below is collated and submitted to CARE International Secretariat every two years. The Secretariat will support the National Director Committee in the coordination, collation and analysis of individual CARE reports for inclusion in Accountability Reports.

|  |  |  |
| --- | --- | --- |
| **Commitment** | **Means of Verification (data source)** | **Indicators** |
| * + - 1. Incorporate participatory gender and power analysis and data disaggregated by sex, age, and other relevant diversity factors to inform actions across the programme/project cycle | Gender Marker (analysis component) PIIRS  CI Standards of Country Presence | % projects that have conducted gender analysis  % projects that have gender responsive/transformative analysis  % of CARE projects reporting sex disaggregated programme data  % of CARE COs that meet criteria 6.i.  [6.i The CI Gender Equality Framework is the foundation upon which all programs and projects of the CI country presence are designed and all programs and projects, including humanitarian, apply the CI gender policies and the Gender Marker.] |
| * + - 1. Articulate how programming works across all three domains of the Gender Equality Framework, and apply and learn from the Gender Marker at every stage of the project or programme cycle to improve our gender transformative potential. | Gender Marker (activities component) PIIRS | % of projects reporting against the gender marker  % of CARE projects that are gender transformative |
| * + - 1. Engage men and boys in support of gender equality and women’s empowerment when in line with programming and/or organizational objectives. | PIIRS word search  Direct Marketing  No source (TBD) | % of CARE projects that report activities to engage men and boys  % of individual male donors  % of CARE male staff who have completed basic Gender Equity and Diversity Training in first year of employment |
| * + - 1. Identify potential programming risks throughout the program/project cycle and take steps to do no harm and mitigate unintended consequences of backlash and gender-based violence, regardless of sectoral focus, especially in fragile and conflict contexts | Gender Marker (MEL component)  PIIRS | % of CARE projects with gender responsive/transformative MEL |
| * + - 1. Form partnerships with women’s rights and/or LGBTIQ organisations and movements to collaborate in the achievement of shared goals and elevate the voice of marginalised people; and engage key stakeholders in the struggle for gender equality including other civil society, government, private sector, public and private donors | PIIRS  No source (TBD)  PIIRS  CI Standards of Country Presence | % of projects that CARE implements with women rights organizations/movements  % of projects that CARE implements with LGBTIQ organizations  % of projects implemented with partners.  % of CARE COs that meet criteria 6.ii  [6ii Partners selected by the CI country presence reflect consistency with CI values of gender equality and diversity and partners receive training/capacity development in CI Gender approaches and tools] |
| * + - 1. Ensure evaluations and reviews do no harm, are participatory and assess progress towards gender equality outcomes. Ensure that they document best practices and challenges, and create mechanisms for cross-learning within communities, within CARE and with partners | [careevaluations.org](http://careevaluations.org) (2019 onwards)  PIIRS | % of project evaluations that report a ‘high’ score on [careevaluations.org](http://careevaluations.org) against ‘Stakeholders, including representatives of the target population, should participate in the planning, implementation and utilization of evaluations. It is important that participation should include the right to define key categories and indicators that comprise success, in the participants’ own eyes’  % of projects that use and report against gender equality and women’s voice indicators |
| * + - 1. Ensure all our human resources policies and practices are developed with a gender lens. Report on gender and diversity balance in staffing and governance structures along with average pay levels. Implement targeted strategies to redress any evidence of gender inequality in gender and diversity balance and pay levels | PIIRS  Individual reporting (TBD)  PIIRS  Individual reporting  Individual reporting/CI accountability framework | Sex ratio in staff;  Median gender pay gap  Mean gender pay gap  Sex ratio at different grades;  % of CARE entities with strategy in place to address representation gaps  Gender GAP analysis and subsequent action plan undertaken at least every 3 years |
| * + - 1. Recruit and retain staff with a commitment to gender equality; build staff and partner capacity and skills in gender equality and diversity, and ensure all annual operating plans, job descriptions and performance plans reflect CARE’s commitment to gender equality | CI Standards of Country Presence | % of CARE COs meeting criteria 7.i and 7.ii  [7.i The CI country presence has documented policies and procedures in staff selection, management, development and retention that enable the full engagement of staff of different backgrounds, gender, ethnicity, religions, ages and abilities and ensures that gender balance in all positions (field staff and management) is such that no one sex is represented above 60%.  7.ii All staff are regularly trained on CI gender equality approaches and principles and demonstrate behaviours consistent with CI’s values of gender equality, diversity and respect.] |
| * + - 1. Regularly report to programme participants, donors and the public on progress on gender equality in CARE’s work | Gender Marker (PIIRS)  Individual reporting  CI Standards of Country Presence | % of projects that meet the responsive/transformative criteria for participation  % of CARE Members, Affiliates and Candidates producing annual report  % of CARE COs meeting criteria 5.i  [5.i Programs, projects, and initiatives have clear mechanisms for receiving feedback and ensuring participation, for making change and improvements based on feedback received, and are regularly and transparently communicating information back in accessible ways.] |
| * + - 1. Take all measures to prevent and respond to all forms of sexual harassment and violence, and sexual exploitation and abuse of children and vulnerable adults, promote staff awareness and training, and effective systems for reporting and monitoring | CI Accountability to PSEA policy | As per PSEA policy accountability |
| * + - 1. Ensure external marketing, fundraising, advocacy and communications respect and uphold our commitment to social justice and gender equality including being respectful, using inclusive and positive language and images and avoiding stereotypes with particular attention to those based on gender and ethnicity | No source (TBD) | % of surveyed marketing recipients who report that marketing content uses respectful and positive language and images  % of surveyed marketing recipients who report that marketing contents projects negative or harmful stereotypes |
| * + - 1. Systematically negotiate with donors for adequate funding to meet the CARE International gender commitments (specifically addressing measures for “do no harm”/gender-based violence prevention measures, prevention of sexual exploitation and abuse (PSEA), and organizational gender equity and diversity (GED)) | No source [Potentially Financial Data?] | % of projects with a budget line for meeting gender commitments |