United Nations
Division for the Advancement of Women and
In collaboration with
Office for ECOSOC Support and Coordination
Department of Economic and Social Affairs

Project on
Capacity Building for Promoting Gender Equality in African Countries

Meeting-cum-training workshop on
strengthening the capacity of national machineries through the effective
use of ICTs

Windhoek, Namibia
19 – 23 April 2004

Table of contents

SADC	Southern Africa Development Community
UNDAW	United Nations Division for the Advancement of Women
UNDP	United Nations Development Programme
WSIS	World Summit on the Information Society

PART 1 : BACKGROUND

1.1. PROJECT HISTORY

The Division for the Advancement of Women (DAW) in collaboration with the Office for ECOSOC Support and Coordination (OESC) of the United Nations Department of Economic and Social Affairs (DESA) organised a meeting-cum-training workshop for representatives from national machineries for the advancement of women in the Southern African region. The meeting-cum-training workshop took place in Windhoek, Namibia, from 19 – 23 April 2004

- Common strategies for institutional capacity-building in use of ICTs will have been identified;
- Representatives from national machineries from participating countries will have been trained in the substantive and institutional aspects of use of ICTs;
- Information specialists will have been trained in the technical aspects of use of ICTs;
- The prototype of a website for national machineries will have been designed;
- A framework for an e-based network of national machineries will have been developed

1.3. PARTICIPANTS

All 11 participating countries[1] (except Seychelles), belong to the Southern Africa Development Community (SADC). SADC's Gender Programme Officer attended the meeting. In total, 34 persons came from national machineries (20 women and 14 men[2]), including 12 IT specialists or librarians (six men and six women). Only two countries (South African and Botswana) nominated NGO representatives to attend the meeting as partners of national machineries. The remaining participants were all public sector employees.

Four gender and ICT specialists were invited as resource persons to support the development of the pilot event. A resource person from the Economic Commission for Africa also attended the meeting-cum-training workshop.

Three gender equality consultants facilitated the component of the workshop which was focused on the work of national machineries in promoting gender equality, including through gender mainstreaming, assisted by a Namibian national consultant. The ICT training component was delivered by two ICT trainers. (A participants list is contained in annex 2).

1.4. METHODOLOGY

The challenge in the meeting-cum-training workshop was to provide capacity building, in one event, for two gender specialists and one information managers/specialists from each of the national machineries represented. The two sets of participants had quite different knowledge, skills and experience. An important objective of the workshop was to bring together these two groups of staff in national machineries.

The first element of the meeting-cum training workshop aimed to provide professionals working on gender equality (who will be referred to as the gender specialists in the rest of this document) with a sound understanding of the contributions ICT can make to their work, as well as to raise their awareness of the challenges that ICT

---

[1] Botswana, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Swaziland, United Republic of Tanzania, Zambia, and Zimbabwe.
[2] Six of the 12 participating men are IT specialists, compared with six out of the 20 women, a ratio that is representative of gender gaps in ICT employment (more men) and in gender related work (more women)

bring to development issues, including gender equality. Different facets of linkages between gender equality and ICT were explored:

- Gender disparities in women/men's (girls and boys) use of and access to ICT;
- Current use of ICT by national machineries;
- Women's use of ICT to promote gender equality, compared with men's;
- ICT disparities affecting women/girls targeted by national machineries;
- Integration of a gender perspective in ICT policies;
- Integration of ICT in the strategies of national machineries.

The second element of the meeting-cum training workshop aimed to ensure that ICT specialists, who will be referred to as the ICT group in the rest of this document, were given exposure to promotion of gender equality, gender and ICT issues and not only be trained on technical aspects. This was to ensure that these participants better understood the political and substantive agendas of national machineries in order to serve them better.

Prior to the meeting, both the gender specialists and the ICT group received questionnaires for a basic needs assessment. Not all questionnaires were returned on time (See sample questionnaires in annex 9).

The meeting-cum-training workshop followed a twin track approach. The two groups spent the first two days together so that common concepts and understanding could be developed on gender equality and ICTs. The ICT group then attended a separate two day workshop on the use of information and communications technologies for knowledge management and information sharing. The group of gender specialists continued its exploration of links between ICT and gender equality, including the development of strategies to better utilize ICT for gender equality. The two groups worked together on the last day of the meeting to identify common strategies for institutional capacity-building for promoting gender equality through the effective use of ICT, and to develop an e-based network of national machineries.

Both the gender equality and ICT components of the workshop used participatory methods, alternating plenary sessions with group work, both mixing countries and working in country teams or with representatives from other countries, as relevant. A range of visual techniques were used to share content, including "flipcharts", visualization cards, PowerPoint and CD-roms. The ICT workshop also utilized computers and the internet. (The full programmes are provided in annex 3).

Both the gender equalrg puters (0 TD 0.0312 Tc -0(0 TD Tw (cum tr 0.0039 0.0039 219) Tj ET 0 0 0 rg 70.5201the orga/F0 8.1 Tc f 117188 TD 1

A daily debriefing meeting for the United Nations representatives, the facilitators and the resource persons took place to review progress, as it was expected that this meeting-cum training workshop would serve as a pilot and that the results would be used

Box 1: National Machineries

The Beijing Platform for Action sets out the role of national machineries in gender mainstreaming as follows: "A national machinery for the advancement of women is the central policy coordinating unit inside the government. Its main task is to support government-wide mainstreaming of a gender-equality perspective in all policy areas." (paragraph 201). One critical area of the Platform deals specifically with institutional mechanisms that should be put in place to ensure the implementation of the eleven substantive areas.

DAW Expert Group Meeting, Santiago, Chile, 31 August - 4 September 1998

2.1.2. Review of the work of national machineries (group work one)

The first session was followed by an exercise (group work one 1) where participants were asked to carry out basic diagnoses at two levels [6] in working groups and to report back to plenary.

- Key gender issues in their countries, including gender patterns in access and control over ICTs;
- Responses of the national machineries to selected gender equality issues.

In this exercise, participants use

In almost all countries, efforts are made by the national machineries to influence key policies and legislation from a gender perspective. Some work with the ministries of finance (for example. Malawi, South Africa, and Tanzania). Most national machineries find it difficult to be effectively involved in the elaboration of Poverty Reduction Strategic Papers and Millennium Development Goals Reports. The national machinery in Tanzania had, however, managed to

for

- Male biased traditions and institutions which maintain the low status of women in most spheres of life.

Group work analysis also highlighted positive changes, which included[7] :
- Gender issues are increasingly taken on board by civil society (Swaziland);
- Men are getting involved in promoting gender equality (South Africa);
- There is progress in educating girls and women (Zimbabwe);
- There are more women in decision-making (Mozambique), due in part to quotas;
- The media and police are addressing gender-based violence (Botswana);
- Women are encouraged to move into traditionally male areas (for example, scholarships for girls to study mining in Botswana, Namibia).

Analysis of differences and disparities between women and men, girls and boys in access to and control over ICT resources was not a primary focus of the exercise. However, it was noted by participants that women has less access than men to creative jobs in the sector, and that general opportunities to use ICT (from radio to computers) are less for women than for men. The low level of information about gender gaps in ICT is partly due to a lack of research and data in this field. National machineries have not yet undertaken or supported such research and ITC researchers and policy makers have included very little, if any, gender perspectives in their needs assessment and responses to the ICT sector.

Some basic information was, however. identified by participants, for example on :
- Low access of women to media (as *producers* of content);
- Unequal access to media as 'listeners' (for example, where husbands control the household radio);
- Illiteracy of women hinders their access to written media;
- Information disseminated is not always in appropriate local languages;
- Poor connectivity and/or radio reception in rural areas affects both women and men;
- The costs of using internet connections is an obstacle to access information for poor women and men;
- Computers are perceived as being for 'young boys', not 'older women';
- Many women are trained as secretaries and know how to use computers (probably

recent years. In some countries NGOs are involved in partnerships with national machineries in both gender mainstreaming work (for example, the budgeting initiative in Tanzania) and specific actions (for example, the '16 days of activism' against Violence against Women in Zimbabwe, South Africa, and Namibia).

National machineries identified problems relating to the increasing competition with NGOs for donor funds. The division of responsibilities between NGOs and national machineries is also unclear in many countries. Some national machineries are seeking more effective means of collaboration with NGOs. In Botswana, the national machinery increasingly leaves advocacy work at grassroots level to NGOs, and concentrate instead on policy-

national machinery would like to establish gender units, rather than individual gender focal point, in line ministries to create a 'critical mass' of gender equality expertise.

Most national machineries face the problem of inadequate human resources, quantitatively as well as qualitatively. Particularly problematic is the low capacity of staff to make an impact at policy level. Most national machineries are in the process of raising awareness and building capacity through training at different levels and developing analytical tools, including for policy makers. Inadequate number and capacity of staff negatively affect

The national machineries felt that they were poorly informed about research and theory development on gender equality and have few means of keeping abreast of developments. They have, however, a lot of field-level experience and knowledge which many participants felt could be utilized more effectively. In terms of ICT, participants confirmed the need to open up two-way communication channels between partners at different levels, including via the use of the internet.

The national machineries also reported that the stringent and uncoordinated reporting requirements of donors can divert scarce resources from other important activities.

Gender mainstreaming at policy level

Two presentations introduced the discussion around gender mainstreaming in policy related interventions at international, regional and national levels. One presentation dealt with examples of national and international interventions that are key to guiding development policy in Africa, Asia and Latin America, and the possible ways that national machineries can influence these processes to take on gender concerns. This discussion attempted to challenge the tendency of some national machineries to focus their work on the implementation of programmes and projects rather than on the policy level. It also demonstrated the need for all concerted efforts for advocacy and lobbying to mainstream gender perspectives in what remain largely gender blind interventions. The three examples chosen for this discussion were the Poverty Reduction Strategy Papers (2000), the second is the Millennium Development Goals (2001) and a third Africa-based example, which was NEPAD (2001)[8].

The second presentation described the efforts that have been made to mainstream gender perspectives into the work of SADC, the economic community for Southern Africa. It reviewed the various political commitments to gender issues by SADC, starting in 1997 when the Council of Ministers adopted a Policy and Institutional Frameworks for Mainstreaming gender in SADC. A number of recommendation have been made by the SADC Gender Unit for moving positions forward:

- Engendering macro and sector policies;
- Facilitating all public, private and civil society sectors to implement the Gender Policy;
- Facilitating and sustaining gender competence to influence policy frameworks;
- Improving coordination to ensure linkage and collaboration between and among stakeholders on gender equality issues;
- Establishing and strengthening ICT in national machineries to enable linkage and communication between these structures and their stakeholders;
- Improving monitoring and evaluation mechanisms - through ensuring regular reporting at national, sub-regional, regional and global levels.

d. The fact that national machineries are not clearly recognised as 'catalysts' and overall co-ordinators for gender mainstreaming, which hinders their access to information; and to difficult to navigate the growing mass of information on gender equality that is becoming available, particularly via the internet.

National machineries using ICT: (Presentations)

This session was introduced by a presentation of case studies from different countries to illustrate how national machineries, and some NGOs, have used ICT to promote gender equality, and to discuss the importance of national machineries lobbying to influence the elaboration and implementation of national polid0s,3lity,

16

;

Box 5: Definition of scope of ICT

Information and communication technologies (ICT) comprise a complex and heterogeneous set of goods, applications and services used to produce, distribute, process and transform information. The ICT sector consists of segments as diverse as telecommunications, television and radio broadcasting, computer hardware and software, computer services and electronic media (e.g., the Internet, electronic mail, electronic commerce and computer games) as well as the content of these media. *Information and communication, technologies and their impact on and use as an instrument for the advancement and empowerment of women, Report of the Expert Group Meeting, Seoul, Republic of Korea, 11 – 14 November 2002*

0.2695

The Ministry has also been working to ensure that internet content is relevant to the needs of women on the Islands, including a web-site to outline the activities of the National Machineries for Women. It has already launched a web-site for women entrepreneurs in Mauritius, which lists the services available to them (www.mwrcd.fw.gov). The Ministry also works to influence the overall content of the internet and other media through a new project on gender and the media, looking at the portrayal of women and men in the media and how this can be positively influenced, working with the NGO 'Media-Watch'.

South Africa - Using ICTs to support gender campaigns

The experience of South Africa shows how a range of different organisations can cooperate to use ICTs to promote gender equality activities. Gs the service400 0 0 0 Tw (ICT3a25 0.omote25 0.7d1Africa8 TD 0 0 0 TD 1 08 63

launched a web3l0155s1i0cr3l0624 shows was pilot 0 s. supporttytat.75 re f. Funde f 2or fiswsito.Eas wellEas 2or ovtaroBT 282.7532c470

encountered was difficulties in obtaining the specific information needed from gender focal points(for example, definite dates and details of events) for publication on the website .

Another way identified for improving the site over coming years was to ensure that the site is linked to ongoing activities and campaigns. In the future it was felt that it would be useful to maintain the site throughout the year, linking it to other relevant campaigns and activities on women's rights and gender issues.

2.3. INTEGRATION OF GENDER ISSUES IN ICT POLICIES

Information was provided by the Economic Commission for Africa on the current level of development of national ICT policies, the status of integration of gender perspectives in ICT national policies and possible strategies to influence ICT policies from a gender perspective.

ECA is a potential partner for national machineries wishing to mainstream gender perspectives in ICT. Training and resources are available on request (ECA website www.uneca.org/aisi/)

Integration of gender perspectives in ICT national policies (plenary)

The discussion indicated that few national machineries are aware of the development of ICT policies in their countries or are involved in their formulation to ensure that they are geared towards meeting the specific development needs of women. To change this situation, the participation of women in the formulation of ICT policies at all levels must be ensured. Some key questions were formulated relating to gender mainstreaming in relation to ICT policy, including:
- Have levels of awareness of ICT, gender gaps/differences in the uses and expectations of ITC by women, girls, boys and men been documented (according to age, levels of education, geographical location, including factors that cause these gaps/differences?
- Have women as well as men been part of the consultation process (as experts, users, and manager of ICT)?
- Have organisations working on gender equality been consulted?
- Are all data on access and control over ITC sex-disaggregated?
- Are sex-disaggregated data available who uses ICT in different ways?
- Are the likely impacts (positive and negative) of the development of different ICT analysed in a gender sensitive way?
- Is the budget equitably allocated to different ICT in a manner which will benefit women as well as men?
- Have indicators been set up to monitor the impact of the national policy on ICT on women and men (girls and boys)?

The experience of the African Information Society Initiative (AISI) was used to illustrate how gender equality perspectives are still a marginal feature in national policies on ICT. Few concrete actions are taken beyond token references that gender perspectives will be integrated. Development of policies at all levels (national, regional and village) provide key opportunities for the equitable development of ICT and efforts should be made to effectively incorporate gender perspectives into these processes.

Some key points raised in the discussion included:

- Limited awareness among national machineries, gender focal points, NGOs and civil society groups on the importance of e-strategies and the impacts on their lives;
- Limited participation in consultation processes, implementation and evaluation of the ICT policies, plans and strategies;
- ICT policies do not reflect women's needs and priorities;
- Need for awareness raising and capacity building to promote women's participation in the process.

The complexity of legislation of ICT and the need for national machineries to be informed of international property rights that could influence their use of ICT was emphasized.

National machineries, in partnership with NGOs, should take the lead in the promotion of free/open source software as a sustainable alternative, in particular for making ICT more available to women.

As ICT become a primary source of information and power, women and men without access to ICT are at risk of being further marginalized. "The deployment and exploitation of ICTs could further tilt the gender imbalance in the area of access and skills if special efforts are not made as part of policy and plan action programmes to avoid this". (V*ision 2020 Statement Extracted from An Integrated Socio-economic and ICT Policy and Plan Development Framework, Malawi*)

2.4.   THE ICT TRAINING WORKSHOP

Part of the aim of the meeting-cum-training was to train ICT specialists to be able to support the establishment of an e-network within and between their countries; contribute to the development and maintenance of national machinerysitTj ET 62.2 rgof acc BT 62.25 414 TD 1 0re t

A web-site as an online resource and animated archive of useful information for the work of national machineries would encourage more use of the World Wide Web. Enabling a quick and easy way of updating users with poor connectivity about what is new, for example,

PART 3 : STRATEGIES TO REINFORCE THE LINKS BETWEEN GENDER EQUALITY AND ICT

At the conclusion of the meeting-cum-training workshop the participants were required to develop strategies to address gender and ICT at different levels. These will form the basis on which each national machinery will follow-up the meeting-cum training workshop and monitor its progress in the field of ICT.

3.1.   INCORPORATING GENDER PERSPECTIVES IN NATIONAL ICT POLICIES

All national machineries identified key actions to mainstream gender in their national ICT policies

Botswana
Continue with existing gender mainstreaming efforts with the Ministry of Science and Technology that is responsible for the development of the national ICT policy its implementation.

Malawi
Lobby the top management of the national ICT team; organize a one day meeting with them to discuss the integration of gender perspectives into the national policy; and establish a task force to develop terms of reference on gender mainstreaming in ICT policy.

Mauritius
Review the new national ICT policy from a gender perspective; identify gender disparities in implementation programmes and projects and identify good practices and customise them for the local context.

Mozambique
Review the ICT national policy to integrate gender perspectives; review the ICT work of sectoral ministries to see if gender perspectives are taken into account.

Namibia
Review existing ICT policy for gender sensitivity, promote the integration of gender perspectives; and advocate and promote its implementation

Seychelles
Initiate dialogue with the ICT Ministry and the gender steering committee and NM; identify gender gaps in ICT policies; and promote and support the incorporation of gender issues in ICT policies and programmes.

South Africa
Conduct a review of legislation and policies that exist and investigate how gender perspectives can be incorporated .

Swaziland
Integrate gender perspectives into the national ICT policy; sensitize policy makers on gender and ICT; est

Tanzania
Raise awareness on gender and ICT; and review the ICT policy and undertake steps to make it gender-sensitive.

Zambia
Review ICT policies and programmes and work to make them gender sensitive; provide backstopping on gender equality to ICT policy formulation and adoption teams; and monitor the implementation of ICT programmes and projects from a gender perspective.

Zimbabwe
Carry out an audit of the ongoing development of the national ICT policy to analyse if the gender perspectives are being taken into account; ensure that the national machinery is on the inter-ministerial committee; and develop ICT monitoring and evaluation tools.

3.2.   INTEGRATIN39 rg 91.5 571.5 3 1.5 re f BT 94.5 58nINnIN- -0.1032TkCVE76 -575.25UN ;5.75 Tf -0.0374 Tc 0 Tw (Tanzan

for TD /13op ICT monit0078r ee: a Tw .5 c 0.3079 Tw (ministe) T(for examiTathamiatfoc125 584423 Ti 297 0 TD t40 f BT 94.5 57in18ance):es and8

- National machineries plan to make use of diverse ICT tools to match their various target audiences. However, improving the use of computers in general and internet in particular amongst both their partners and their employees is a key priority in almost all strategies.;
- The success of these strategies is likely to be undermined by a lack of skilled ICT personnel to provide training and support. This appears to be a key challenge in most countries.
- Success will also depend on the creation of an information sharing culture amongst partners, which national machineries cannot develop alone. National machineries will therefore need to find allies but most strategies do not address this up front;
- Other identified constraints for the sound implementation of the strategies include the economic, social and digital divide between towns and rural areas in most countries (the gender divide is cross-cutting in all areas) and the costs and technical challenge of using local languages.

3.3. NATIONAL MACHINERY ACTION PLANS TO INCREASE THE USE OF ICT

Participants identified key actions to increase the effective use of

Review the extent to which programmes are currently implemented taking the linkage between gender equality and ICT into consideration; explore further website development, including mailing list discussion and chat rooms.

Swaziland
Provide appropriate ICT training and equipment, including on website design, maintenance and updating.

Tanzania
Mobilize resources to provide ICT facilities; train staff to use ICT in their work; and establish ways to maintain the momentum.

Zambia
Strengthen the existing gender information management systems that facilitate the capitalization of th

National machineries must lobby relevant policy making and funding bodies to raise additional funds to address their IT capacity (equipment and skills), rather than spend their own already limited budgets on this.

4.3. LINKING GENDER AND ICT IN PROGRAMME AND PROJECT IMPLEMENTATION

There was strong support from most participants for focusing the role of national machineries on gender mainstreaming as well as on specific actions focused on women. Some of the participants argued that work at grass roots has the most evident impact and argued that this work could not be left to NGOs. Others felt that national machineries could put more emphasis on facilitating civil society's work on promoting gender equality, acknowledging and taking advantage of the diversity of civil society. One implication is collecting and disseminating relevant information on and for NGOs. ICT can increase linkages between

LIST OF ANNEXES

1. Aide mémoire
2. List of participants -0.18Tsw ( )7 Tj -69.75 -12 TD -1.0313 Tc 0.8lr21189w (-1.031akpogramme)7 Tj 4775 TD /F1 9.75 Tf -0.1614 T
   2.

ANNEX 1 : AIDE-MEMOIRE

1. Introduction

The Division for the Advancement of Women (DAW) and the United Nations Information Communication Technologies (ICT) Task Force Secretariat within the Office for ECOSOC Support and Coordination (OESC) of the United Nations Department of Economic and Social Affairs (DESA) are collaborating in the organization of a meeting-cum-training workshop DErchnn4keg) . on fj 285 0 TD -2 -0.2467 Tc (-) Tj 3 0Tj 3 0 TD 0.4035 Tc (cum) Tj 17.25 0 TD -0.2467 Tc (-) Tj 3 0

The Commission on the Status of Women, at its forty-seventh session, considered the role of ICTs in relation to gender equality. The panel discussion on "Participation in and access of women to the media, and information and communication technologies and their impact on and use as an instrument for the advancement and empowerment of women", held during the Commission, emphasized the role of ICTs and the media as tools for development and as central to the empowerment of women. These new media and ICTs were increasingly used to share knowledge, enhance participation of all members of society, increase networking, give voice to marginalized groups, organize political action, empower people, fight poverty and enhance economic development. In addition to access, the issues of women's information needs and available content were addressed in the panel. Participants called for research on women's information needs and the production of local content in local language.

In Agreed Conclusions adopted by the Commission on the Status of Women at its forty-seven session, the Commission noted that "the media and ICTs offer tools for enhancing women's full access to the benefits of information and new technologies and can become central tools for women's empowerment and the promotion of gender equality" (para 2). One of the actions to be taken was to "strengthen the capacity of national machineries for the advancement of women, including through the allocation of adequate and appropriate resources and the provision of technical expertise, to take a lead advocacy role with respect to media and ICTs and gender equality, and support their involvement in national, regional and international processes related to media and ICTs issues, and enhance coordination among ministries responsible for ICTs, national machineries for the advancement of women, the private sector and gender advocacy NGOs within countries" (para 4 (x)).

The series of five meeting-cum-training workshops to be organized will strengthen the capacity of national machineries in participating countries to take full advantage of new information and communications technologies to establish and/or strengthen the types of networking, information sharing and knowledge management that will enhance their effectiveness in national policy-making and planning processes for gender equality. The creation of an e-based network of national machineries will enhance the effectiveness of national machineries within each country. It will serve as a tool to strengthen the capacity of national machineries to implement their mandates, for example, by supporting their work as advocates and catalysts for gender mainstreaming, as well as support the design and use of an adequate information infrastructure for the achievement of gender equality. The development of a website prototype for national machineries for the advancement of women will expand opportunities for networking and information sharing on common priorities.

The project will draw on the expertise of African professionals, including from the United Nations ICT Task Force.

III.   Meeting-cum-training workshop for thirteen countries in Southern Africa

A.   **Objectives of the meeting-cum-training workshop**

The meeting-cum-training workshop aims to strengthen the institutional capacity of national machineries in selected countries to effectively use ICTs to advocate for successful gender equality policies and act as catalysts for systematic gender mainstreaming in all policies and programmes, nationally and regionally. It will also provide practical training to information managers and/or documentalists of national machineries to support networking and partnerships

33

among national machineries, through effective development and maintenance of information bases, websites and related information infrastructure.

The meeting-cum-training workshop will:

a) Enhance the capacity of national machineries to maximize the use and benefit of information, knowledge and good practices through more effective use of ICTs to promote gender equality;
b) Develop strategies on the use of ICTs for advocacy, information sharing, and production of information for achieving the goal of gender equality, including through developing a prototype website;
c) Develop an e-based network of national machineries from participating countries to strengthen cooperation and information sharing through regular information dissemination on women's and gender issues, including via electronic media and the internet.
d) Train representatives from national machineries, especially information managers, in the use of ICTs to enhance cooperation, knowledge management and information sharing.

B.

- Representatives from regional/sub-regional institutions; and
- Representatives from Regional Commission (ECA), and UN agencies as observers.

D.   Organizational and administrative matters

All relevant correspondence should be addressed to:

Makiko Tagashira
Social Affairs Officer
Gender Analysis Section
Division for the Advancement of Women
Tel (212) 963 4836
Fax. (212) 963 3463
E-mail: tagashira@un.org

ANNEX 2 : LIST OF PARTICIPANTS

BOTSWANA

Ms. Kgalalelo **S ENNE**
Principal Gender Officer II &
Head, Research Department
Private Bag 00107
Gaborone, Botswana
Tel.: 267 312290/2973103
Fax.: 267 3911944
Cell: 72251219

Ms. Tracy **MPOLOKA**
Senior Library Officer
Women's Labour and Home Affairs
Women's Affairs Department
Private Bag 00107
Gaborone, Botswana
Tel.: No. 267 312290/2973103
Fax.: 267 3911944
Cell: 71555890

Ms. Keabone **NTSABANE**
Information Officer
Women's NGO Coalition
Ministry of Labour and Home Affairs
Women's Affairs Department
Private Bag 00342
Gaborone, Botswana
Tel.: No. 267 3185004
Fax.: 267 3184685
Cell: 71749644

MALAWI

Mrs. Christobel Delwe **CHAKWANA**
Gender Programmes Officer – Research
and Documentation

E-mail: sbuque@hotmail.com

Mr. Agueda L. F. **NHANTUMBO**
Executive Secretary of Operative Group
for Advancement of Women
Ministry of Women and Social Action
Coordination
Rua da Ichamba 86, Maputo
Tel: 258 1 310650 (work), 258 1 401477
(home), 258 82303569 (mobile)
Fax: 258 1 310650
E-mail: lececiane@hotmail.com

Mr. Augusto **LOURENCO**
Head, Department of Information
and Statistics
Ministry of Women and Social Action
Coordination
Rua da Ichamba 86, Maputo
Tel: 258-1-497901/3 (work)
     258-1-426648 (home)
     082 252972 (cell)
Fax: 258 1 310650
E-mail: aflorenco@yahoo.com

NAMIBIA

Mr. Ben **KAKUJAHA**
Ministry of Women Affairs & Child
Welfare
Private Bag 13359
Windhoek
Tel: 2833131
Email – bkakujaha@mys.gov.na

Mr. Victor **SHIPOH**
Ministry of Women Affairs & Child
Welfare
Tel: 2833119
Email – vshipoh@mys.gov.na

Ms. E. **KAKUKURU**
Ministry of Women Affairs and Child
Welfare
Private Bag 13359
Windhoek
Tel: 2833118
Email- ekarukuru@mys.gov.na

SEYCHELLES

Mrs. Antoinette **ALEXIS**
Principal Secretary, Social Affairs
Ministry of Social Affairs and
Employment
P.O. Box 190
Mahe, Seychelles
Tel.: 248- 324943(work), 248-
371345(home)
Fax.: 248-321880
Cell: 248-722502
Email: psmsamd@seychelles.net

Dr. Shobha **HAJARNIS**
Technical Advisor
Ministry of Health
P.O. Box 52
Mahe, Seychelles
Tel: 248-388000(work), 248-224824
(home)
Fax.: 248-224792
Cell: 248-722298
Email: techajuisor@moh.gov.sc

Mrs Lauretta **PORT-LOUIS**
Director, System Development Section

72mUIS

PORT

Private Bag X1000
Pretoria, 0001
South Africa
Tel.: 27 12 300 5495
Fax.: 27 12 326 4176
Cell: 27 82 851 0982
Email: ranji@po.gov

Ms. Lerato **LEGOABE**
Womensnet
24 Pim Street, Newtown
Johannesburg, 2008
South Africa
Tel.: 27 11 429 0000
Fax.: 27 11 838-9871
Cell.: 073 4200 542
Email: intern@womensnet.org.za

SWAZILAND

Ms. Jane M. **MKHONTA**
Gender Analyst
P.O. Box 432
Mbabane, Swaziland
Tel.: 268-404-5880
Cell.: 268-612-3480
Fax.: 268-551-4060

Mr. Dambuza A. **NTSHALINTSHALI**
Information Officer and
  Gender Focal Point
P.O. Box A33
Swazi Plaza
Mbabane, Swaziland
Tel.: 268-404-2723
Cell.: 268-613-4463
Fax.: 268-404-0084

Ms. Nonhlanhla C. **GAMA**
Management Services Officer and
  Gender Focal Point
P.O. Box 502
Mbabane, Swaziland
Tel.: 268-404-3521
Cell.: 268-604-7437
Fax.: 268-404-5379
Email: nonlanhla_g@yahoo.com

UNITED REPUBLIC OF TANZANIA

Ms. Redemptor I. **SENGA**
Legal Officer
Ministry of Community Development,
Gender and Children
Box 3448
Dar-es-salaam, URT
Tel.: 011-255-022-213-2526
Fax: 011-255-022-213-8527
Email: r-senga@hotmail.com

Mr. Timothy G. **MGONIA**
Community Development Officer
Ministry of Community Development,
Gender and Children
Box 3448
Dar-es-salaam, URT
Tel: 011-255-022-213-2526
Fax: 011- 255-022-213-8527
Email: timothymgonja@hotmail.com

Mr. Senge M. **USHIWA**
Principal Statistican I,
Ministry of Community Development,
Gender and Children
Box 3448
Dar-es-salaam, URT
Tel: 011-255-022-213-2526
Fax: 011-255-022213-8527
Email: sushiwa@yahoo.com

ZAMBIA

Nelson **NYANGU**
Director, Gender in Economic and
Finance Section, Gender Development
Division
Box 30208, GIDD
Cabinet Office

Gender in Development Division
Cabinet Office, Box 30208
Lusaka, Zambia
Tel: 011-260-225-1858
Fax: 011-260-225-3493
Cell.: 011-260-96-853672
Email: samutale@yahoo.co.uk

Norbert **MWEENE BUKOKA**
Documentalist
Gender in Development Division
Cabinet Office, Box 30208
Lusaka, Zambia
Tel: 011-260-225-1858/254706
Fax: 011-260-225-3493
Cell: 011-260 096 853875
Email: mweeneb@yahoo.com

ZIMBABWE

Ms. Margaret Cynthia **MUNGOFA**
Gender Programme Officer
Ministry of youth Development
2 Looe Lane Chadcombe
Harare
Zimbabwe
Tel: 263 04 708541/ 707741
Email tinotenda@yahoo.com

Ms. Tariro **CHARERA**
Gender Programme Officer
No.7 – 35th Crescent Warren Park
1 Harare, Box cy 7762, C2-135 -12 seway-11.25 TD -0.05 Tc 0.69.1567 Tw 807rare
Email –   mweeneb@tch27   ra51.4o.uk

Ms. Carolyn **HANNAN**
Director
Division for the Advancement of
Women
DC2-1250
United Nations, New York, 10017, USA
Tel: 1-212-963-3104
Fax: 212-963-3463
E-mail: hannan@un.org

Ms. Amina **ADAM**
Chief
Coordination and Outreach Section
Division for the Advancement of
Women/DESA
DC2-121280
United Nations, New York, 10017, USA
Tel.: 212-963-3169
Fax.: 212-963-3463
Email: adama@un.org

Ms. Makiko **TAGASHIRA**
Social Affairs Officer
Gender Analysis Section
Division for the Advancement of
Women/DESA
DC2-1266
United Nations, New York, 10017, USA
Tel: 212-963-4836
Fax: 212-963-3463
E-mail: tagashira@un.org

ECA

Ms. Atsuko **OKUDA**
Programme Officer
DISD, UNECA, PO Box 3001. Addis
Ababa, Ethiopia
Tel: 251 1443 507
Email aokuda@uneca.org

CONSULTANTS

Ms. Claudy **VOUHÉ**
Le Grand Lac, 16410
Garat, France
Tel.: 33 545 249710
Email: cvouhe@wanadoo.fr

Ms. Nadia **TAHER**
Tel.: 44 20 8450 2310
Email: ntaher87@aol.com

Mr. Julian **WALKER**
22 Cadiz Street
London SE17 2TJ
Tel.: 44 207 701 5220
Email: julian@spindle92.freeserve.co.fr

Ms. Jennifer **RADLOFF**
57 Highway Road
Fish Hoek 7975
South Africa
Tel.: 021 782-7704
Email: jenny@apcwomen.org

Ms. Sally **SHACKLETON**
24 Pim Street, Newtown
Johannesburg, 2000, South Africa
Tel.: 2711 429 000/01
Fax.: 27 11 838 9871
Email: sallys@womensnet.orf.za

NATIONAL CONSULTANT

Ms. Immaculate **MOGOTSI**
PO Box 20087
Windhoek, Namibia
Tel: 264 61 206 3485
Email – imogotsi@unam.na

ANNEX 3 : PROGRAMME

Annex 3.2.   ICT Training for Information Officers.

Day 1

8:30 – 9:30 – Introductions, expectations and an ice-breaker
9:30 –10:00 Overview of 2 days work
10:00 – 10:30 Demystifying technology – terms and definitions
10:30 – 11:00 Tea
11:00 – 1:00 Developing a basic networking Plan
1:00 – 2:15 – Lunch

2:15 – 2:45 Small groups present networking plans in plenary and facilitators round-up
by relating this to the NM e-networking strategy.
2:45 – 3:30 Demonstrations of ICT tools – Yahoo messenger and non-web based
communication tools including email and mailing lists and demonstration of the technical
and "back end" of Mailman, a user-friendly mailing list tool.
3:30 – 4:00 Tea
4:00 – 5:00 Group discussions with NM and ICT participants to ensure sharing and
synergies.
5:00 – 5:30 Close of day, feedback and homework etc

Annex 4 :

- Explicit public commitments to gender
- Budget and human resources allocation for gender equality (specific actions and mainstreaming)
- Gender in all policies § policy dialogue
- Engendering national legal framework
- Gender specific policies
- Equal participation of women and men in policy making
- Equal opportunity policies for women and men in institutions

Annex 5: Use of ICT by national machineries

	Botswana	Mauritius	Malawi	Mozambique	Namibia	Swaziland	SouthAfrica	Seychelles	Tanzania	Zambia	Zimbabwe
ICT tools											
Newsletter	X	X		X	X		X		X	X	X
Magazines		X	X	X		X	X			X	x
Pamphlets	X	X	X	X	X	X	X		X	X	X
Nat. radio	X	X	X	X	X	X	X		X	X	X
Comm. radio		X	X		X		X			X	X
Audio tapes	X	X	X	X	X	X	X		X	X	
TV spots	X	X	X	X	X	X	X		X	X	X
E conference							X		X		X
Telecentres		X									X
Permanent web site		X			X	X	X		X	X	
Temporary web site		X					X				
Discussion list/chatroom		X		X						X	
Cell phones		X	X	X	X	X	X		X	X	X
Network SMS		X				X	X		X	X	
Cybercaravan		X									
Puppet shows			X			X					
Drama	X	X	X	X		X	X		X	X	X
Video/film shows	X	X	X	X	X	X	X		X	X	X

CDrom on desktop		X		X	X	X	X		X	X	X
Cdrom on laptop		X		X	X				X	X	
Emails	X	X		X	X		X	X	X	X	
Others											
Letters			x								
Fax			x								
Telephones											
Songs						x					
											x
shirts/caps											
Billboards		x	x								
LCDs		x									

ANNEX 6 : INTEGRATING ICT IN INITIATIVES RUN BY NATIONAL MACHINERY (Group work 3)°

ZAMBIA

	building in of staff.
Comments plenary	• Target women in rural areas, may be it difficult to reach them through the suggested technology, need to repackage the information to make it reach it intended audience.
	• Will there be a person to manage information that comes form the centre.
	• Need the information/management/decision making with others/NGOS.
	• When government is fully involved in website, the work can move.

SWAZILAND	

Main objective of programme	Programme : Establishment of information center for Women Parliamentary caucus and men
	Purpose:
	1. Promote law reform especially in terms of engendering Legislation that had promoted of inequalities in all spheres of development.
	Political: Ensure that quota (1/4) system is enshrined in the constitution.
	Economic: Access to finance
	Ownership Property by married of in community property
	(Currently married women cannot own land)
	Social: Review of marital act, engendering sectoral campaigns at policy level e.g. Health relevant of breast cancer and prostate.
	Cultural: Lack of women access to communal land (also single women and men).
	2. To promote accountability and transparency to the electorate in terms of keeping up to date with Parliamentary

	debates and development.
Target groups	Women's Parliamentary Caucus and men Parliamentarians
	Beneficiaries: NM, Government, Civil Society and NGOs Trade Unions, Employers Federation respective constituencies
Use of ICT	Parliament can use ICT to share information network with their allies for lobbying and advocacy purposes
	accountability and transparency to the electorate
	ICT can be used as a tool to acquire and disseminate information to all stakeholders.
	Production of print media e.g. newsletter, pamphlets
Difficulties (problems and solutions)	Problem: Infrastructure development capacity building language.
	Possible Solutions: Fundraising and solicit external assistance, Adaptation of information to local language, Training of Parliament and ICT skills, Gender analysis and mainstreaming and advocacy skills.
Comments plenary	• ICT will help with development IEC material
	• Think of how to develop/lobby/request for resource for the maintenance and sustainability of programs. .
	• Is it role of NM to train Parliamentarian on ICT or should someone else do it, in an attempt to save money/resource.

S EYCHELLES

M -0.n ICT aGw (M -0-4297.75 TD /F0 10.25 Tf -0.0549 549 54/F0 10.25 Tf -0.05496ainabili463 pamphl) Tj -447 m -18 5875 64.5 re f BT 64.5 425.25 TD -0705 Tw ( ) Tj

(problems and solutions)	
Comments plenary	• Is the title: the purpose on the use of ICT or to use ICT to collect information. • What are the phases of training gender focal points of finding information, using to lobby, raise awareness. • GFP are junior level – problem would like GFP to be in high profile, to make an impact • Needs to do a needs assessment The final goal is to identify the gender gaps • Strategies would be to collect what is already available , put together information in the various sectors (important to include GFP in the process) • NB: to use ICT during this process •

Indirect Targets: Stakeholders involved, government agencies, private sector, NGOs.

Target groups	Selected Government Ministries: Finance, Local Government, Trade and Commerce, Labour and Home Affairs
Use of ICT	Advantages: Flow of information enabled/made fast, Management of Information, Coordination of information, Saving of resources e.g. staff time How • In packaging of information (Mistrial instruments) electronically for easy transmission e.g. email and website. • The traditional ICT use of hard copies of documents will be continued. • Documentation of the GM process in an ICT friendly manner.
Difficulties (problems and solutions)	Problem: Equipment costs, connectivity costs and maintenance. Solutions: Availability of budget
Comments plenary	• Their GFP structure is in place • Consultant was hired to study various line ministry programmes/vision statements, goals, plan of action to identify how gender sensitive their programs are. • Due to lack of ICT know how, stacks of books were to be pouched to the international consultant. • There is need to train staff members on the use of ICT. There ICT infrastructure is available, the process is underway by the ministry responsible for ICT train to train all the ministerial staff members. • It is important that eve when the ICT infrastructure is available that a culture be developed of using ICT tools consistently.

MALAWI	
Main objective of programme	To mainstream gender in the national development process
Target groups	Men, Civil Society, women, policy makers and civil society

Use of ICT

Advantage: Fast, increased coverage – in terms of creating awareness, Sharing information on best practices, Enhance lobbying and advocacy initiatives on gender issues.

HOW?

- TVM –

	• The ICT can be: Telephone, E-mail, Fax
	• ICT could be used at internet level to disseminate information on gender perspective to the main actors.
	• At the community level will be used community radios and printed material.
	• Identification of sites and other sources of information on Adult Education in gender perspectives.
	• The accessibility and connectivity do not cover all targets groups at the same level
	• Exchange experience.
Difficulties (problems and solutions)	Urban areas ICT infrastructure well developed whilst in Rural areas problems are expected to be experience.
Comments plenary	• Adult Education is important in gender
	• Distance education must also consider making use of e-learning as it can also be cost effective
	• Mozambique to be congratulated for making use of adult learning as a strategy to address gender equality.

TANZANIA	
Main objective of programme	**Gender Development Programme: Macro gender groups consisting GFP, line Ministries and other stakeholders – civil society and development partner**
	Purpose: To mainstream gender in macro policies focus is on PRSP priority sectors e.g. Education, Agriculture,

	• Electronic transmission of reports, policy statements to stakeholders and other structures we are connected to. • Link up with other stakeholders on guidelines international instruments and reports. • Using tapes, video, audiocassettes and newsletters to collect public opinion on PRSP consultative process. • Using multi-media to present public concerns to policy makers.
Difficulties (problems and solutions)	- Poor infrastructure in rural areas (no connectivity) - Not all organizations have access to ICT - Establishment and institutionalization of strategic alliances with civil societies. - Bureaucracy - Red tape of getting funds released or approved, leading to maintenance problems of systems Possible solutions: To sensitize government to accept reforms, Involve private sectors
Comments plenary	

NAMIBIA	
Main objective of programme	Legal literacy Programme **Purpose:** Educate communities on National laws to understand their rights , duties, responsibilities and obligations
Target groups	Women and men in communities, Traditional leaders, Parliamentarians, Teachers
Use of ICT	Added – value of using ICT : Coverage is more efficient, less costly, Saves time How ICT would be used: Radio, TV, Pamphlets – translated into local languages on stories of e.g. domestic violence, Tapes on issues raised by communities to be used as feedback given to the parliamentarians' workshop.
Difficulties (problems and solutions)	Problems: Translations to local language, Costly to pay translator and print, Electricity shortage in certain areas • Solutions: Financial resources and training, Train people to record the tapes, Train people develop and produce

	pamphlets
Comments plenary	Would Radio and TV reach a broader audience what about electricity problems? Radio covering is possible
	Gender is a cross cutting issue even among target group of teachers, and so on.
	different messages needs to set up for them.

16 Days of Activism-using ICT

- Producing and dissemination of information i.e. pamphlets, posters and newspaper, articles-press statement from NM.
- Facilitate translation into local language
- Bill boards
- Shuttle bus
- Radio and TV-statement from the press and minister responsible for gender eradication of GBV.
- Drama under the theme Gender based violence on TV and Radio
- Mobilizing women to gather at central points where information is disseminated.

Mobilizing women to gather at central po7·

- ICT confine information to certain group in society e.g. elite, working class depending on the ICT used.

- Print and electronic media is commercial and there are cost implications to advertise.

Target groups	Men and women, provincial and national dialogues
	Theme of dialogue will come from situational analysis from national gender policy framework
Key strategy	
Use of ICT	ICT Added Value
	Will use different ICT mediums to reach a diverse target group
	Conceptual and marketing
	Link with GCIS responsible for the media communication and campaign for 10 years review celebration.
	How ICT would be used?
	Using the existing mailing list within MGM to get input on the draft discussion document (OSW)
	Traditional Mediums : Community radio, Print, Commercial radio
	TV both current affairs and advertising,
	Target formations
	On Website : 3 sites
	1) GCIS: 10 years celebration events calendar
	2) Specific sites: Women's Net
	3) Hopefully on the NGM site if its complete (Main site)
	Video Conferencing
	For the actual dialogue which will happen in parallel with that of men and women
	(How) During plenary male and female represent a two groups
	To connect the 3 dimension we use video conferencing

	Simultaneous translations and recording g will be used for Zulu, Sotho, Shona, Venda, Afrikaans
Difficulties (problems and solutions)	ICT Difficulties: Not all formation will have access to Website, Financial supports
	Solutions: Summarize content of sites, essential of the programme and publicize on print media. Work around the general budget set-aside for the 10 years review celebration, Others sectors to be involved such as the private sectors.
Comments plenary	• Repackaging information into cassette to taxi drivers.
	• Information to be used to influence other Ministries too and not only a learning process to WM.
	• Community Radio were useful is 150 women meeting in CSN.
	• Information can also be put in Braille
	• Possibilities of content analysis

ANNEX 7:   PLANS FOR NATIONAL MACHINERY WEBSITES (Group work 4)

Malawi	Zambia	South Africa
Mission Statement	**Information needed Outside NM**	**3rd Undo/Sub**
Goals		
Objects	- Government Policy on Gender - Information about the Implementation Plan - Structure of NM and IT's Composition - Gender statistics by sector	**Private Sector** - Sector specific - Policies - Programmes - Data/Annual reports
	e.g. Education - Admissions into and graduation from Primary Schools/Secondary/Tertiary - Attrition rates - Progression rates	- Contact persons - Bursaries and Scholarships - Social responsibility programmes women
Policies	**Decision-Making**	**3rd Window/Sub section**
Gender E.C.D - Early Childhood and Development O.V.C – Orphans and Other Vulnerable Children N G Program N S to combat GBV	No of Women and Men in: - Parliament - Cabinet - Councils - Government - GFPS in Public Sectors and Institutional and Regional Linkages - International and Regional Instruments on Gender has Ratified. - Explanation on Gender Development Concepts	**Civil Society** - Different organizations - Identify sectoral focus - Publications - Annual reports - Research - Data available - Monitoring and Evaluation
Acts/Bills	**Information needed within NM's**	**3rd/Sub section**
WIA "Draft" D. V. Domestic Violence	- Gender Research/Reports - Raw Gender disaggregated data e.g.	**Government**

	GBB statistics form police - Macro and Sectoral Policies/Programmes for Analysis - Sectoral Progress Reports. - Type of support from cooperating partners.	- Line Ministries Programmes - - Parliament - Budget - OSW - Data - Local Government - Minutes - Provision Government - Bursaries - Scholarships M & E
Institutional structure		3rd Window Who participates - Government - Civil Society - Private Sector - Donor Agencies - Policies/Guidelines on gender equality - Roles - Responsibility - Focus areas - Contact details - Data base
Annual Report		2nd Window Policies - Institutional structure - Reporting levels - International agreements - South Africa legislation
Available networks NGOs on Gender in Malawi		**Window and Design** **About Structure**

		- Mainstreaming strategies - Programmes within National Machinery - Monitoring and Evaluation **National Machinery** - Vision - Mandate - Objectives
Guidelines on Gender budgeting mainstreaming Monitoring		
Gender Disaggregated Data in Decision-making position Public Private Policies Local government Civil Society		
Directorate of women achievers		
Service providers on G.B.V		

Botswana	**Namibia**	**Seychelles**
Information inside the machinery to be known -Vision - Vision	Vision	

-Strategies
-Plan of action
Information outside the machinery to be
known
-Role of the national machinery
-Research available on gender equalities
-Statistics on gender issues
-

.5 323037−0.0471 Tχ −0.2654 Tω523 8

empowerment programme		
Gender magazine • A directory for sources for donor funding • Statistics on topical golden issues (e.g. GBV, Gender and HLTH, land issues)		
• Information on sources of ICT training and connectivity		
Progress reports e.g. Beijing Review Process, CEDAW SADC Declaration		

Swaziland	Tanzania
Mandate, role and objectives of NM	-Vision
International regional, legal instruments	-Mission
SD's position towards the instruments	-Objectives
Institutional framework	-Organization
National gender action plan	-Policy
Calendar of events	-Strategies

Pooling system to measure clientele base and awareness on gender

	Job opportunities
Gender and Constitution	Twelve critical areas of concerns

ANNEX 8: PLANS FOR NATIONAL MACHINERY NETWORKS (Group work 4)

Participants broke into their country groups and filled out a matrix for a Networking Plan for their National Machineries. These plans were written on flip chart paper and put on display for other participants to look at and write their comments on post-its.

Namibia

Task	Time frame	Implementation steps	responsibility	Tech. needs	Sending information	*Receiving information*
Purpose: to collect and disseminate gender information among staff members and stakeholders **Who will be networked:** all staff members, including regional offices and other stakeholders						
Mailing list	One month to get every one to have email IT comm set up	Set up an IT committee Create email addresses Internet	IT personnel Gender research personnel	Email Phone Fax, hard and software IT personnel	Reports, minutes, newsletters, memos, circulars, instruction	Disseminate reports, minutes, newsletters, memos circulars, instructions
Identify stakeholders			IT personnel All division IT	Hard and software IT personnel	Data on ECDC, newsletter, press releases, reports, invitations	Reports statistics, newsletters, pamphlets activity calendars, announcements

Comments: you will need more that IT personnel in order to implement this network – gender machinery for instance

R&D

| Identify stakeholders	One month	Put advert in papers, TV, collect and consolidate the info.	PE-GM	Phone, fax, computer, email	Names, mandates of stakeholders	Our mandate and expectations
Collect addresses	2weeks	Making a list	Planning officer	Email, phone fax,	Email addresses	
Progress report to management	monthly	Collect and consolidate information	Planning officer	Computer, phone, diskettes CD Rom	Feedback on content	Progress reports
Develop newsletter	quarterly	Identify issue for NW letter, compile information, edit, print and disseminate	GPO R&D			newsletters

Comments:
Progress report is not a task it could be "preparation of Programme report
Identifying the mandate and expectations is very important!

Mozambique

Purpose: implementation of adult education gender perspective project
 Progress
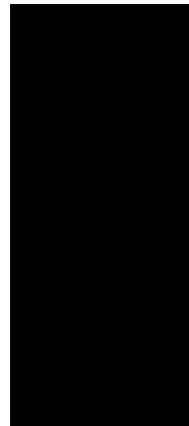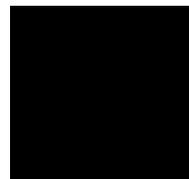
Project Presentation	1 month	Initiated UN agencies Relevant minorities, NGO;s	MMCAS, MINED	Computer, email, power point, telephone, fax, letters
Project approved	2 weeks	Protocol agreement	"	Email, fax, telephone

Information

To manage a help desk	2004-2005	Compile/analyse and recommend Disseminated information - receive queries - find answers respond to queries	GPO's	Tel/fax computer email	responses	Queries
Gender based violence	On going	Identify stakeholders Integrated plan of action Steering committee Terms of reference Progress reports	NM, GFPs, NGO's, Civil Society, D/GCs	Radio, TV Print media Computers tel/fax/and email	responses	Reports cases on GBV Data
Economic empowerment	On going	Identify high visibility projects Identify training needs Respond to women that are economically disadvantaged	NM GFP, NGO's, Women's			

d2325 55 -12 TD ( ) Tj 108.75 70.5 TD 0-30(Responn's) .2525c -0.3125 TwTask TD 021.75 -11.25

Meeting of the NGM- add into agenda: To conduct a workshop session 1) introduce mailing list 2) how to use (demo, training)	2 weeks	Lead: OSW, follow-up: all components	Computers, email	

Comments:
You need to develop a system of information flow ie reporting, e-conferencing because of the diverse targets
This is achievable! And it can be extended – a pilot

United Republic of Tanzania

Purpose: to promote and enhance gender mainstreaming initiatives at local level
Who will be networked: GFP's, development partners, gender macro group, parliamentary group, parliamentarians, NGO's and civil society

Task	Time frame	Implementation steps	responsibility	1heech0	Tc	-0.31	TD -0.03	Tc	-0.2825	Tw

Develop plan of action to address the thematic areas	Dec '01 June '05	Mobilize financial and human resources Assign thematic areas to specific group/people Determine the time frame for implementation	MCDGC and GMWC	As above	Sectoral gender review reports Study reports Available dese...

Information to concerned parties - plan	1 month	Organize and coordinate meeting Prepare a plan on networks Identify and make inventory of skills for carious activities concerning gender	Gender mainst. comm	Telephone, fax, email	*Confirmation of attendance, agenda of the meeting*
Seeking approval for implementation	2 months	Budgeting details Sourcing skills to build network	NM through PS	Computers and infrastructure	
Implementation and installing of network	3 months	Installing, configuring and testing the mailing list	NM technicians	Computers and networking tools	*Commissioning projects*
Test run by sending notification of launching the network to mailing list	1 week	Implementation Write notification of neD 0 Tc -0.312d4.75 4o5D -0.0751 Tc 0.1376 0 Tng th			

- μ Also important to add human resources to your plans
- μ Bring in your networking people right from the start – in order to encourage participation.
- μ Those who have organized a network in a sector, may be able to extend it to other sectors, using the initial network as a pilot
- μ Seychelles had a test run page on the list – this is a good idea so that they can correct things that don't work
- μ ICT policy – all the plans are very innovative, and will benefit women. Maybe, in terms of ICT policy level these plans need to be inserted into ICT policy. This way you can improve the policy as well as get the technology support you need
- μ South Africa related that the networking happens in meetings and this becomes a talk shop – so outcomes don't happen and it creates more work for me
- μ Maybe it's a good idea to set out the roles and responsibilities right from the start so that the above doesn't happen
- μ Make sure that your network is a true network and not an organisation! Sometimes the network turns into something that is in competition with its members – for instance when it gets funding and competes with its members

ANNEX 9.   NEEDS ASSESSMENT QUESTIONNAIRES

9.1. Needs assessment for information specialists

Name of the person (or persons)
completing the questionnaire:
Position(s):
Country:

1. Technical Infrastructure Questions

1.1.   Do you have your own computer at work?

1.2.   How many computers are in your office and who uses them?

1.3.   How would you rate the efficiency of your computer?

1.4.   Does your computer have a CD-ROM drive?

1.5.   Do you have access to the Internet?

1.6.   Do you have a dial-up connection or are you permanently connected to
the Internet?

1.7.   Who is your Internet Service Provider?

1.8.   Do you experience crashes/unexpected interruptions to the service?

1.9.   Do you have a reliable electricity connection?

1.10.   Do you have a person able to assist you with technical troubleshooting?
How long does it take for this person to respond to your technical queries?

2. Technical Know how questions

2.1.   Do all members of your institution have email addresses?

2.2.   Do you communicate with other National Machineries and/or with your
constituencies electronically?

2.3.   What software do you use/have loaded onto your computer? I.e. Microsoft
Office, email packages etc.

3. Websites

3.1.   Does your institution have a website? If so, please provide your URL.

3.2.   Who built it?

7.2.   Are there any specific topics you expect to be covered?

9.2. Needs assessment for gender specialists

Name of the person (or persons) completing the questionnaire:
Position(s):
Country:

2.1.2.   At regional and sub-

-

3.2. Who in the NM has access to internet? How frequently?

3.3. Does internet work well in your NM?

3.4. Do all staff members have their own work email address?

3.5. Does the NM have its own web site?

3.6. Level of computer literacy amongst NM staff:

    3.6.1. How many people use the computer as a word processor only?

    3.6.2. How many know how to use the internet? email?

    3.6.3. How many can design a web site?

    3.6.4. How many are members of an e-network/list on gender?

    3.6.5. Do you have access to computer or internet training in the government?

3.7. Please, if you know it, give more information about the computer resources available to the NM

    3.7.1. Type of equipment (hardware, software)

    3.7.2. Storage capacity

    3.7.3. Ratio staff/computer

    3.7.4. Other

3.8. Do you work closely with information officers/IT specialists from the NM or other organisations?

    3.8.1. if yes, explain how you work together

    3.8.2. If no, why not?

4. ICT in your country

4.1. Do you know who in your country uses ICT for development and gender?

4.2. What would you say are the main difficulties for ICT in your country?

4.3. To your knowtw ( )f - poe ma8fry?Ratio
. 4   57   212 . 4

nly

ys
to
se

ent
.

t to

ous
rm
ns,
and
ter
gies
of
ber

Web sites (permanent and/or temporary linked to a specific event)
E-conferencing
Emails, E discussion lists, chat rooms
Cybercaravans
Telecentres (use of computers, CD roms, internet, fax, phones)

The two groups worked together again on the last day of the workshop to identify common strategies for institutional capacity-building for promoting gender equality through the effective use of ICT, and to develop an e-based network of national machineries.

A debriefing meeting took place every evening to review the day, as it was expected that this workshop would serve as a pilot and that its results would be used in the organisation of four additional similar events for representatives of national machineries of other countries in Africa.

Party politics sometimes hinder NM's capacity to work with 'the other side' (unclear)

Same comments as above apply to the box. I do not think that the participants came to an agreement about this. I think it was really our message and that there was quite a bit of resistance from their part to take it on.

A resource person, Rita Mijumbi-Epodi, presented a case study from Uganda where illiterate women and men in non-connected communities use a CD rom for economic empowerment. ……the website about this initiative is:
http://www.iwtc.org/files/!start.html

The case study outlined the development and use of an interactive CD-rom, entitled "Rural Women in Africa – Ideas for Earning Money", which has been produced by the IWTC (International Women's Tribunal Centre) in Uganda. The CD can be navigated using a simple system of symbols, accompanied by audio narration in local languages

Page 21: [16] Deleted   **Chantal Biayend T* ( ) Tj 3 T0 0 Tc5-0.1673 Tw ( ) Tj 84.75 0 7 ( ) .1184 Tc 014**