

Manual on Integrating WID considerations into  
development programs

# Manual on Integrating WID Considerations into Development Programs

[March 1994]

JAPAN INTERNATIONAL COOPERATION AGENCY

000  
214  
PLV  
LIBRARY

PLV
JR

# **Manual on Integrating WID Considerations into Development Programs**

JICA LIBRARY



1110627(5)

[March 1994]

**JAPAN INTERNATIONAL COOPERATION AGENCY**

国際協力事業団

25835

## Preface

The Japan International Cooperation Agency (JICA) recognizes Women in Development (WID) as one of the most important issues in development along with such issues as environment, poverty, population and education. In 1983 the Development Assistance Committee (DAC) of the OECD adopted the Guiding Principles for Supporting Women's Role in Development. In accordance with these Principles JICA organized the Study Group on Development Assistance for Women in Development in February 1990, and in the following year formulated basic policies and strategies to promote WID-related programs within the framework of Japanese official development assistance.

This Manual on Integrating WID Considerations into Development Programs has been prepared in response to the recommendations made by the Study Group, with a view to more fully integrating WID perspectives into JICA's programs and projects. It explains basic concepts of WID and sets out practical measures to be applied by JICA staff and others involved in JICA's activities.

For the full integration of WID considerations into JICA's programs and projects, it will be necessary for JICA to accumulate further experiences and building upon them, try continuously to improve the Manual. This Manual should therefore be viewed as a draft for the time being, which will be revised after a period of trial application. It is hoped, however, that the Manual, as it is, will be well utilized at all stages of the planning, implementation and evaluation of JICA's projects in order to improve the quality of its activities as a whole.

March, 1994



Takeshi Kagami

Managing Director, Planning Dept.

Japan International Cooperation Agency

# Contents

## I. Basic concepts of WID

1. What is the WID approach?
2. Why are WID considerations necessary?
3. Types of WID projects

## II. The selection of projects with a higher priority for WID considerations

1. Criteria for project selection
2. The selection of projects with a higher priority for WID considerations

## III. Methodology for WID considerations

1. Importance of situation analysis
2. Concept of participation
3. Utilization of WID expertise
4. Five principles of JICA's WID considerations

## IV. Project cycle and WID considerations

1. Basic concepts
2. Project cycle and WID considerations in project-type technical cooperation
3. Development study and WID considerations in the project cycle of development projects
4. Project cycle and WID considerations in grant aid programs

## V. Checklists for WID considerations

1. Types of JICA's projects
2. How to use the checklists

## I. Basic concepts of WID

Women in Development (WID) is a relatively new concept in Japanese development assistance. In this chapter we will explain why WID considerations are necessary, and in what type of projects WID considerations are most needed.

### 1. What is the WID approach?

WID approach means implementing development projects with fair consideration of the gender division of labor, as well as different social needs between men and women in the target society. It aims to promote equitable as well as sustainable development through such projects.

### 2. Why are WID considerations necessary?

① Many women living in developing countries are economically and socially disadvantaged, which prohibits just and equitable development of the society. Therefore, it is important to plan and implement development projects with a view to improve the social and economic status of women and to change gender relations.

#### Examples

(1) Low literacy rates and low school enrollment rates for women are some of the major factors which hinder the effective implementation of programs and training in such areas as family planning and hygienic improvement.

(2) Scarcity of job opportunities for women prevents their economic and social independence, pressuring women-headed households in particular into special hardship. The percentage of women-headed households is reported to be relatively high in Africa and Central and South America.

(3) Limited access to knowledge and information regarding hygiene as well as serious malnutrition of mothers cause a high incidence of illness and a high maternal mortality rate.

② Due recognition of the "invisible roles" that women play in both economic and social activities in developing countries, will enhance the effectiveness of development projects.

Examples:

(1) Significance of women's role in productive activities in rural areas: Women assume a major role in various types of agricultural work in Sub-Saharan Africa. For example, women are responsible for major agricultural activities; 80 to 90 percent of certain types of agricultural labor is performed by women, such as storing and processing food, fetching water and fuel wood.

(2) Prevalent yet unrecognized women's economic activities in urban areas: A large number of women are engaged in the informal sector, in jobs with unstable income and position such as stall keeping, street peddling, petty trade, small businesses, service industries and domestic labor. However, their economic contribution to development is not well recognized.

### 3. Types of WID projects

WID-consideration projects are mainly divided into WID-specific and WID-integrated projects.

WID-specific projects: Women are the primary target groups of the project as both agents and beneficiaries.

WID-integrated projects: Women are part of the target groups of the project as either agents or beneficiaries.

Examples of WID-specific projects:

- Vocational training for women,
- Education project intended to improve primary school enrollment rates among girls, and
- Promotion of women's employment

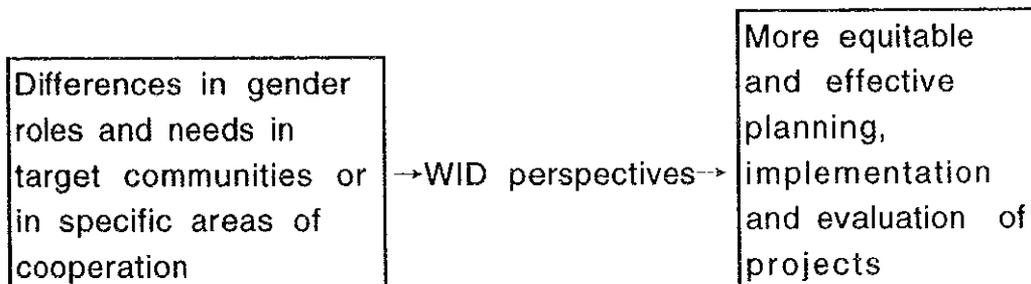
Examples of WID-integrated projects:

· Training courses in food processing with female instructors were organized for women as a result of the feasibility study for JICA's Integrated Rural Development Program which recognized women's role in food storage and processing in the target area..

· In a community health care project female health workers were recruited to make a visit to target households and disseminate information on health and hygiene due to the recognition that women play a vital role in improving family health care.

· In identifying the best location for community water supply local women who were engaged in day-to-day fetching of water were interviewed by JICA experts.

It is of vital importance to JICA not only to increase the number of WID-specific projects but also to integrate WID perspectives into all of its projects. It should be understood that WID perspectives are to be incorporated into all the projects at all stages of their development whenever differences in gender roles and needs are identified in target communities or in specific areas of cooperation.



Notes:

- Target communities may include farm communities, fishing communities, mountain hamlets and urban slums.
- Possible areas of cooperation include agriculture, water supply, medical care, cottage industries, etc.

## II. The selection of projects with a higher priority for WID considerations

As mentioned in the previous chapter, our goal is to integrate WID considerations into all projects whenever differences in gender roles and needs are identified in target communities or in specific areas of cooperation. However, given the limited number of staff and budgetary availability, it will be necessary to select projects which have a higher priority for WID considerations.

### 1. Criteria for project selection

The following are the criteria for selecting a project which especially requires WID considerations. When a project falls within any of the three categories listed below, it can be identified as one which has a higher priority for WID considerations.

[Criteria for the selection of a project with a higher priority for WID considerations]

Due to differences in gender roles and needs in the target community or in the particular area of cooperation:

- ① women's participation in the planning and implementation of the project needs to be considered;
- ② women will be either the sole or part of the intended beneficiaries of the project; or
- ③ the project would have a negative impact on women, unless some WID considerations are incorporated into it.

If the proposed project falls into any of these categories, it can be identified as one with a higher priority for WID considerations.

[Examples of projects requiring women's participation, those benefiting women as the sole or part of the target group, and those negatively affecting women]

① Participation of women:

- As women tend to take the responsibility of family and community health care and sanitation, women's active participation in health and sanitation projects will be necessary.
- Women should be encouraged to participate in social forestry projects as both nursery workers and managers of natural resources in communities where many men are working away from home and women play major roles in community activities through local support networks.

② Benefits to women:

- In communities where women are overloaded with domestic tasks their workload can be reduced by constructing water wells in the community or by providing flour grinders.
- Given lower employment rates and fewer opportunities for training among women in the project area, training courses especially intended for women can be organized with a view to increasing their job opportunities.
- In communities where women's literacy rates are very low, evening literacy classes for women can be organized, through which women will not only learn how to read and write, but also acquire knowledge about sanitation and hygiene.

③ Negative impact on women:

· As the construction of irrigation facilities was likely to change the course of rivers in the locality and increase the time spent by women on fetching water, wells for drinking water were constructed near homesteads.

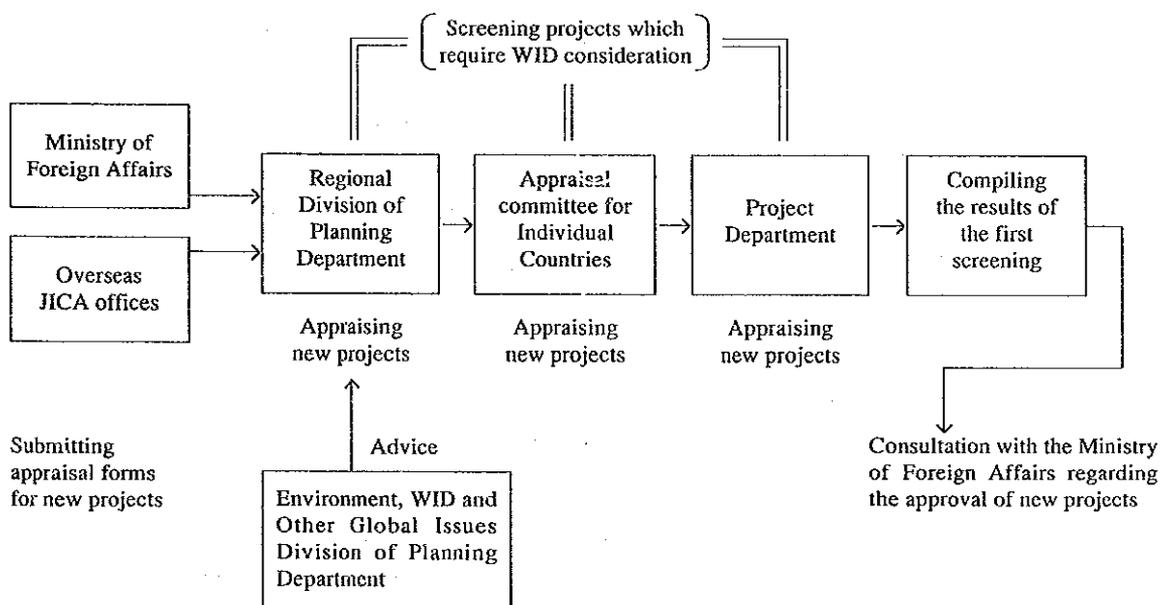
· As agricultural mechanization was likely to displace poor peasant women from agricultural wage labor, training courses in processing of farm products were organized for these women with a view to increasing their employment opportunities.

· As the introduction of Japanese-style rice planting techniques was likely to increase women's tasks in the project area where extensive rice cultivation was undertaken, special guidance and assistance for the rationalization of farmhouse management and domestic labor were provided.

2. The selection of projects with a higher priority for WID considerations

In selecting projects with a higher priority for WID-considerations it is important to screen all new projects according to the criteria explained earlier at the stage where new projects are reviewed for approval. With respect to JICA's Development Studies and Project-type Technical Cooperation the selection of projects which require WID-considerations can more easily be made with the help of the appraisal form for new projects which specifically checks on WID considerations. With respect to any other types of programs, too, it is important to determine whether a particular project requires WID considerations or not at the earliest stage of its appraisal. However, many of the earlier project proposals do not actually contain much information on women in the project area and it is not easy to make a final decision at this stage. It is important, therefore, to make broad screening at this stage and leave the possibility of adding WID considerations at later stages as need arises.

Figure 1. Flowchart for the appraisal and approval of new projects with respect to Project-type Technical Cooperation and Development Studies



### III. Methodology for WID considerations

In this chapter, we will explain how to apply WID considerations at each stage of the planning, implementation and evaluation of projects.

#### 1. Importance of situation analysis

As previously mentioned, the basic concept of WID considerations is to incorporate gender perspectives into the planning, implementation and evaluation of a project. It is essential for this purpose to understand differences in gender roles and needs as well as general socioeconomic conditions in the project area at the planning stage of a project. Also important is the assessment of the possible impact of a project on the situation of women at the evaluation stage.

##### (1) Standard situation analysis

In such JICA activities as development studies and project formulation studies it is often important to conduct situation analysis on gender roles and needs (gender analysis) as part of the baseline survey by utilizing consultants and WID experts.

Several methods of gender analysis have already been developed such as the Harvard method and the Sussex method. The Harvard gender analysis framework, for example, places emphasis on: ① production and reproduction activity profile; ② access and control of production resources and benefits; ③ analysis of influencing factors which affect ① and ②; and ④ project cycle analysis.

Women's status and situations greatly differ from region to region and within a single country. Furthermore, they may also differ according to social class and family structure. Thus to understand women's status and situations in the project area the target group of the project must be clearly defined. In the case of macro-level development projects which do not have clear-

cut target groups a sampling method can be used for the purpose of situation analysis.

Currently there are not many experts in Japan with adequate training in social analysis in general and gender analysis in particular. There are also budgetary constraints in including a WID expert in all of JICA's Study Missions. To overcome these limitations, expansion of expert training and adequate budgetary measures will be indispensable in the long run. In the meantime, such personnel as JICA's project formulation advisers, long-term advisers and local consultants can be mobilized, while the current format for WID-related information should be simplified so that present members of the Study Missions would be able to fulfill the task themselves.

<p>Gender: social and cultural differences between men and women. The term is used in contrast to "sex " which means the biological differences between men and women.</p>
--

## (2) Optional situation analysis

It often happens that there is not enough time for situation analysis at the stage of a preliminary study for a project. Such being the case, WID-related information should ideally be checked before sending a Preliminary Study Mission at the JICA library, or through the country information files prepared by the Planning Department. It may also be necessary to check resource persons and relevant organizations in the recipient country prior to sending the Study Mission. The Environment, WID and Other Global Issues Division within the Planning Department of JICA should be consulted, if necessary, on the collection of WID-related information.

Once in the recipient country members of a Preliminary Study Mission should collect information from national machinery, relevant personnel in government ministries and field offices of other donor agencies. It is also important to interview local men

and women in the project area to obtain information on differences in gender roles and needs concerning the particular sector in which the project will be undertaken. NGOs and JOCV volunteers with relevant experience in the sector could also be contacted as they often possess useful information on people's own needs at the grass-roots level. Additionally, local consultants' expertise should also be mobilized. Some local consultants possess good working knowledge of social analysis including that of gender through the experience of working for other donor agencies.

National Machinery is "a single body or a complex organized system of bodies, often under different authorities, but recognized by the Government as the institution dealing with the promotion of the status of women" (from the Report on the UN Seminar on National Machinery for Monitoring and Improving the Status of Women, Vienna, 28 September-2 October, 1987).

## 2. Concept of Participation

It is important to consider "women's participation" as much as possible when formulating and implementing WID-related projects. The DAC's Criteria for WID are listed below. An emphasis on the concept of "participation" in the DAC's Criteria for WID reflects the fact that the concept of "participatory development" has been highlighted in the recent development debate. It is recognized that women tend not to have been given the opportunities to participate in the decision-making processes of the planning and implementation of development projects. Some of WID projects ended in failure in the past because they were planned and implemented with insufficient participation of women; facilities provided in the projects were not fully utilized by the target women and very few women participated in the training courses offered in the project.

### **DAC's Criteria for WID Projects**

1. Women from the recipient countries who will be participating in the project, with priority given to women of the target population, must be consulted in the design of the project. The project document should make it clear how women will be consulted.
2. Barriers to women's participation in the project must be stated in the project document and measures to overcome these barriers should be developed.
3. Women from the recipient countries, who will be involved in the project and with priority given to women of the target population, must be active participants during implementation of the project. The project document should clearly indicate how women will be involved in the project implementation.
4. WID expertise must be utilized throughout the project cycle to ensure the full participation of women, and the project document should make it clear how this expertise and the WID factors will be applied.

It will not be an easy task for JICA to integrate a participatory approach into its existing project framework. However, it is important that JICA should make further efforts in identifying factors inhibiting women's participation, drawing public attention to WID issues, and more forcefully requesting recipient governments to promote women's participation. The following are some of the steps to be taken in order to incorporate the concept of participation in JICA's WID-related projects.

"Participatory Development" is the concept that a project which enables people not only to receive public services such as education and medical care, but also to participate in productive activities as well as in decision-making processes, will lead to sustainable and equitable development. Development is interpreted as a process in which enhancement of people's potential and their empowerment will not only solve their material want and social inequalities, but will eventually bring institutional reforms and economic and social development.

(1) Consultation with women at the project planning stage

According to the DAC's definition: "Women from the recipient countries who will be participating in the project, with priority given to women of the target population, must be consulted in the design of the project. The project document should make it clear how women will be consulted. "

When there is sufficient time and budget for preliminary studies, it is desirable that members of the Study Missions or local consultants should conduct surveys through the use of interviews and questionnaires with local people, including women, so that their views should be reflected in the planning of a project. Even when there is not sufficient time and budget available to conduct in-depth surveys, at least women's groups in the project area should be consulted for their views. When advice or information regarding appropriate women's groups to be contacted is needed, JICA's field offices or those of other donor agencies (such as those of Scandinavian countries, Canada, and the U.S.) engaged in projects and programs in the same locality should be contacted.

When direct consultation with local women's groups is difficult, JICA may advise the concerned ministries of the recipient governments to conduct consultations with local women, and follow up the results.

(2) Measures to promote women's participation at the project planning and implementation stages.

DAC defines that: "Barriers to female participation in the project must be identified in the project document and measures must be designed in order to overcome these barriers."

The first stage towards identifying barriers to women's participation is i) to obtain a clear view through appropriate situation analysis on how women have been deprived of the opportunities to participate in each stage of a project and receive its benefits, and ii) to identify the factors causing this deprivation. It is the second stage to plan and implement measures to overcome these factors so that women's fuller participation in JICA projects will be achieved.

There is a wide variety of factors inhibiting women's participation. Some of them are so deeply rooted in cultural and social structures of the communities that there are no effective measures to solve them in the short-term. Others may be solved by such means as establishing a nursery, leasing a shuttle bus, or opening a women's training course.

(3) Women's participation at the project implementation stage

The DAC's definition states that: "Women from the recipient countries who will be involved in the project and with priority given to women of the target population must be active participants during implementation of the project. The project document should make it clear how women will be involved in implementation."

"Active participants" here means women in the recipient countries who can offer assistance and advice and participate actively as trainers, managers, extension agents, or consultants, rather than as passive beneficiaries of the project.

There are various levels of participation implied in the concept

of "active participants". One of these is participation as technical agents. If, through situation analysis, it is judged that local women play an important role as technical agents in the particular sector in which a project will be undertaken, they should be encouraged to participate fully in the training courses in technical skills. In providing technical training for women women trainers and instructors will often do a better job than their male counterparts.

Another level of participation refers to participation as planners, administrators or coordinators of the projects. It also means the inclusion of women staff in the counterpart agencies in the recipient countries and among local consultants. Although male staff should also be able to plan and implement WID-related projects, women staff tend to have obvious advantages over their male counterparts in understanding women's concerns.

Most of JICA's projects in developing countries are administered through the central governments of the recipient countries. How women should be encouraged to participate in JICA projects at local governments and grass-roots levels, therefore, depends largely on the will of the central governments. What JICA can do under these circumstances is to suggest to the recipient governments through negotiations that i) women should be included among the staff of the local implementing agencies and extension workers; ii) the expertise of women local consultants should fully be utilized; and iii) women's participation at the grass-roots level should be promoted. In this regard, any suggestions made to the recipient governments should be reported in the project documents.

### 3. Utilization of WID expertise at the planning, implementation and evaluation stages

The use of such concepts as "situation analysis", "participation" and "WID considerations" explained in the previous sections is relatively new within the framework of JICA's existing scheme. Thus it is important that experts and the concerned agencies which have specialized knowledge on WID or are familiar with the examples of WID projects of other donor agencies will fully be mobilized.

Basic information regarding WID and the relevant activities of other aid agencies are available at the Environment, WID and Other Global Issues Division within the Planning Department of JICA, which should be utilized at an early stage of project planning. More specific information regarding WID can be obtained by searching for 'WID' in the index at the JICA Library. It will also be helpful to consult the Development Specialists and the Associate Development Specialists of JICA with WID expertise for their advice at each stage of the planning, implementation and evaluation of projects.

Currently, there are not many experts and consultants specializing in the field of WID in Japan. However, the expert training course in WID started at JICA in 1990 and the graduates of this course are registered as potential WID experts. Appointing them as WID experts for JICA's WID-related projects will be one measure to develop WID expertise at JICA. With regard to consultants, their number can be expected to grow as the number of WID-related projects increases in the future and technical know-how and experience accumulate in the process. In the meantime local consultants and organizations with relevant experience should be fully utilized.

The "utilization of WID expertise" is listed as one of the DAC's criteria for WID projects, which reads: "WID expertise must be utilized throughout the project cycle to ensure the full participation of women, and the project document should clarify how this expertise and the WID factors will be applied." JICA

fully realizes that full use should be made of WID expertise both within and outside the Agency..

#### 4. Five principles of JICA's WID considerations

Concrete measures for the implementation of WID considerations have already been specified. The following five principles of JICA's WID considerations sum up what has been explained so far.

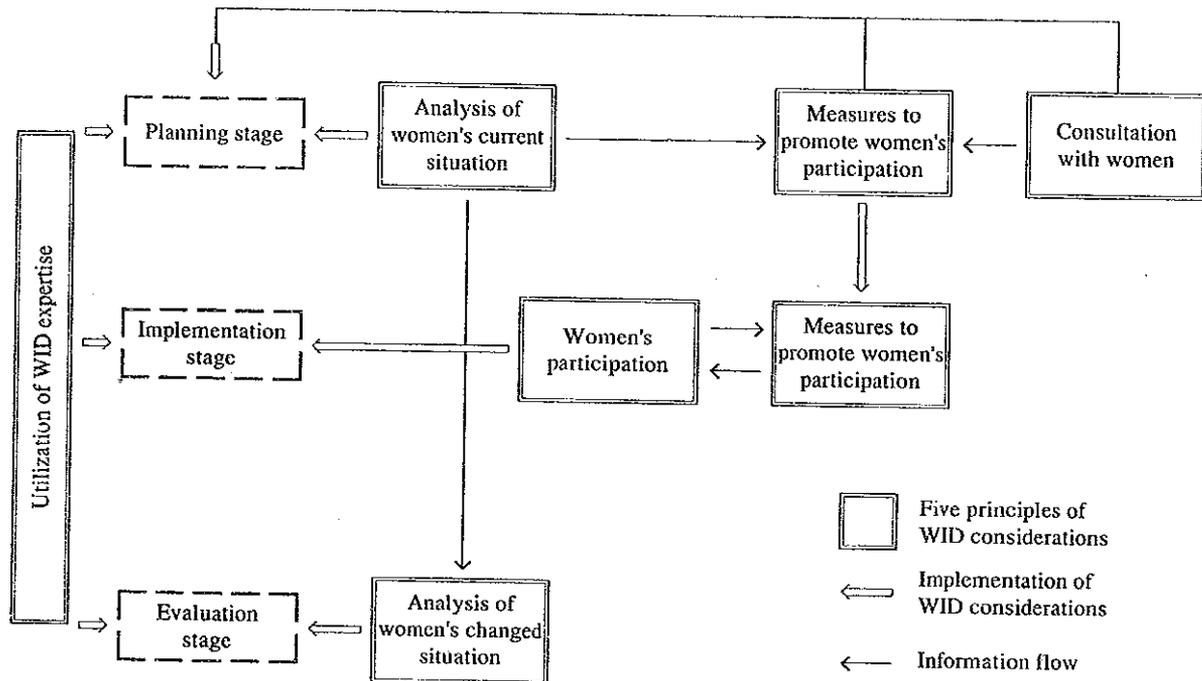
[Five principles of JICA's WID considerations]

- ① Situation analysis of women at the planning and evaluation stages.
- ② Consultation with women at the planning stage.
- ③ Measures to promote women's participation at the planning and implementation stages.
- ④ Women's participation at the implementation stage.
- ⑤ Utilization of WID expertise at the planning, implementation and evaluation stages.

②-⑤-The DAC's Criteria for WID Projects.

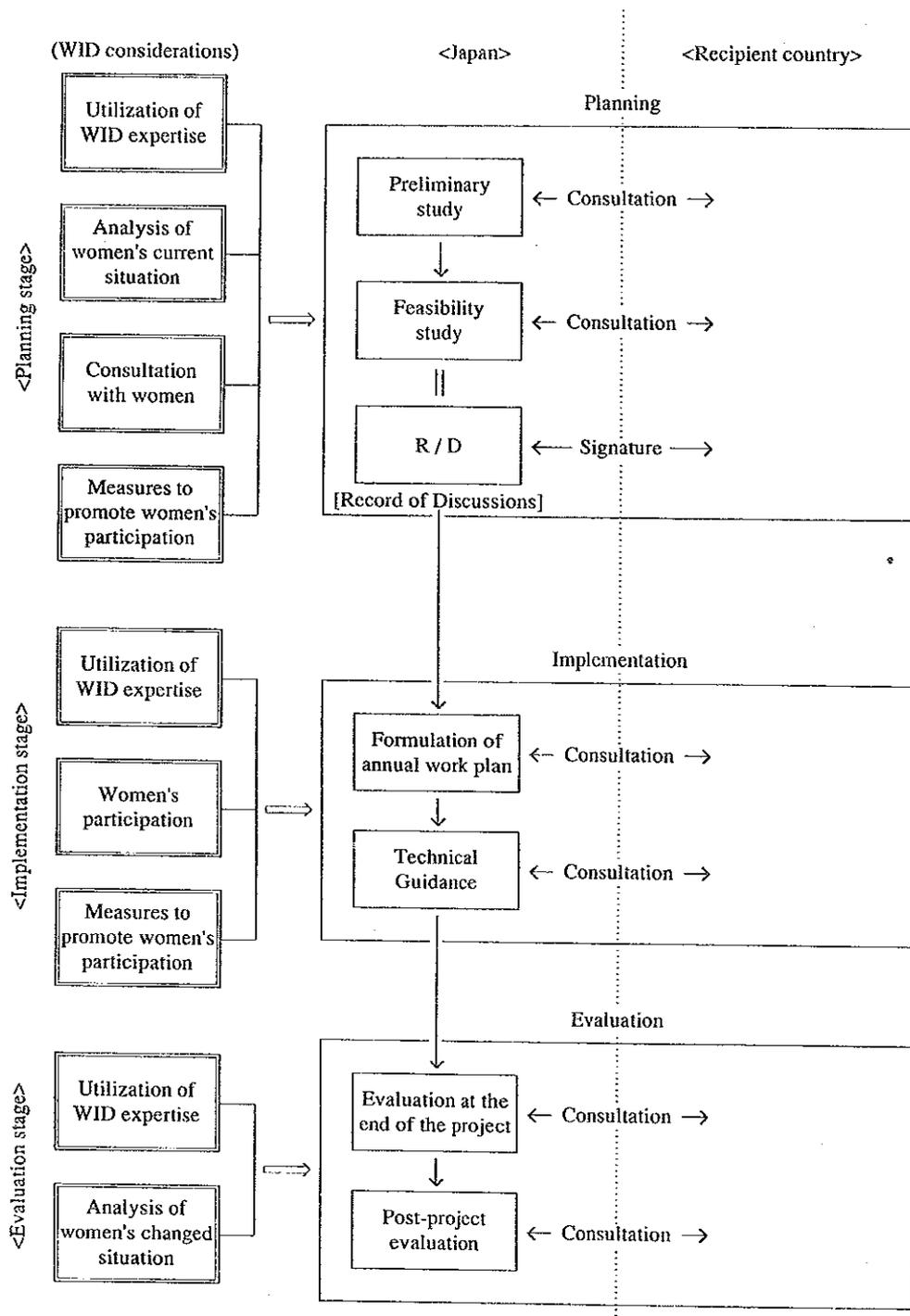
## IV. Project Cycle and WID Considerations

1. The basic concept of JICA's WID considerations in the project cycle is illustrated below:



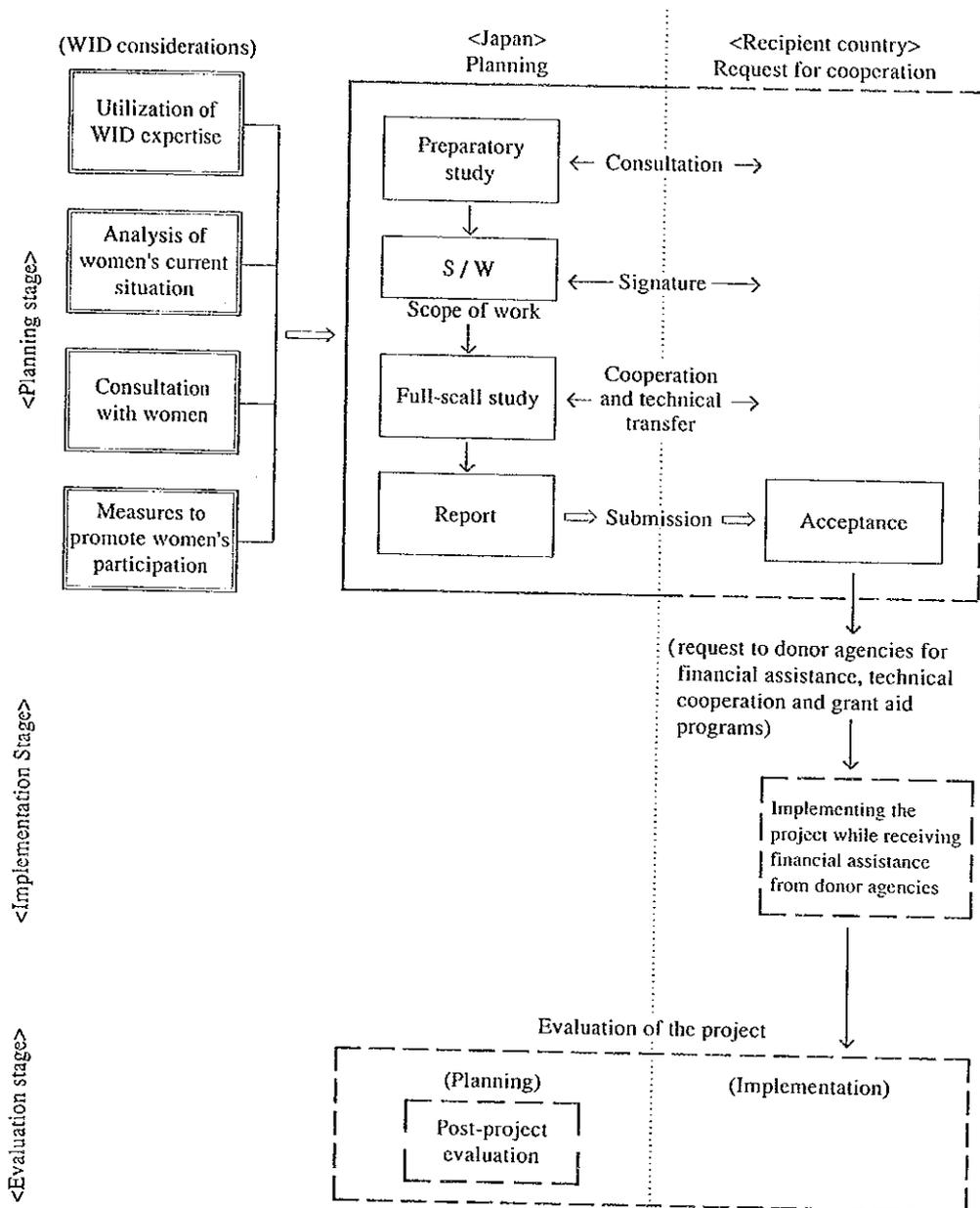
As shown in the chart above, WID considerations are implemented on an input-oriented basis. If situation analysis, consultation and other WID considerations are thoroughly implemented at the planning stage, relatively few WID considerations will be required at the evaluation stage. It is necessary to consciously integrate the concept of WID into projects from the very early stage of the project. When these WID considerations are applied, its methods or results have to be recorded in a relevant project document, such as mission reports and the Record of Discussions (R/D). In the next chapter, we will explain WID considerations and the project cycle concerning Project-type Technical Cooperation, Development Study and Grant Aid Assistance respectively.

## 2. Project cycle and WID considerations in Project-type Technical Cooperation



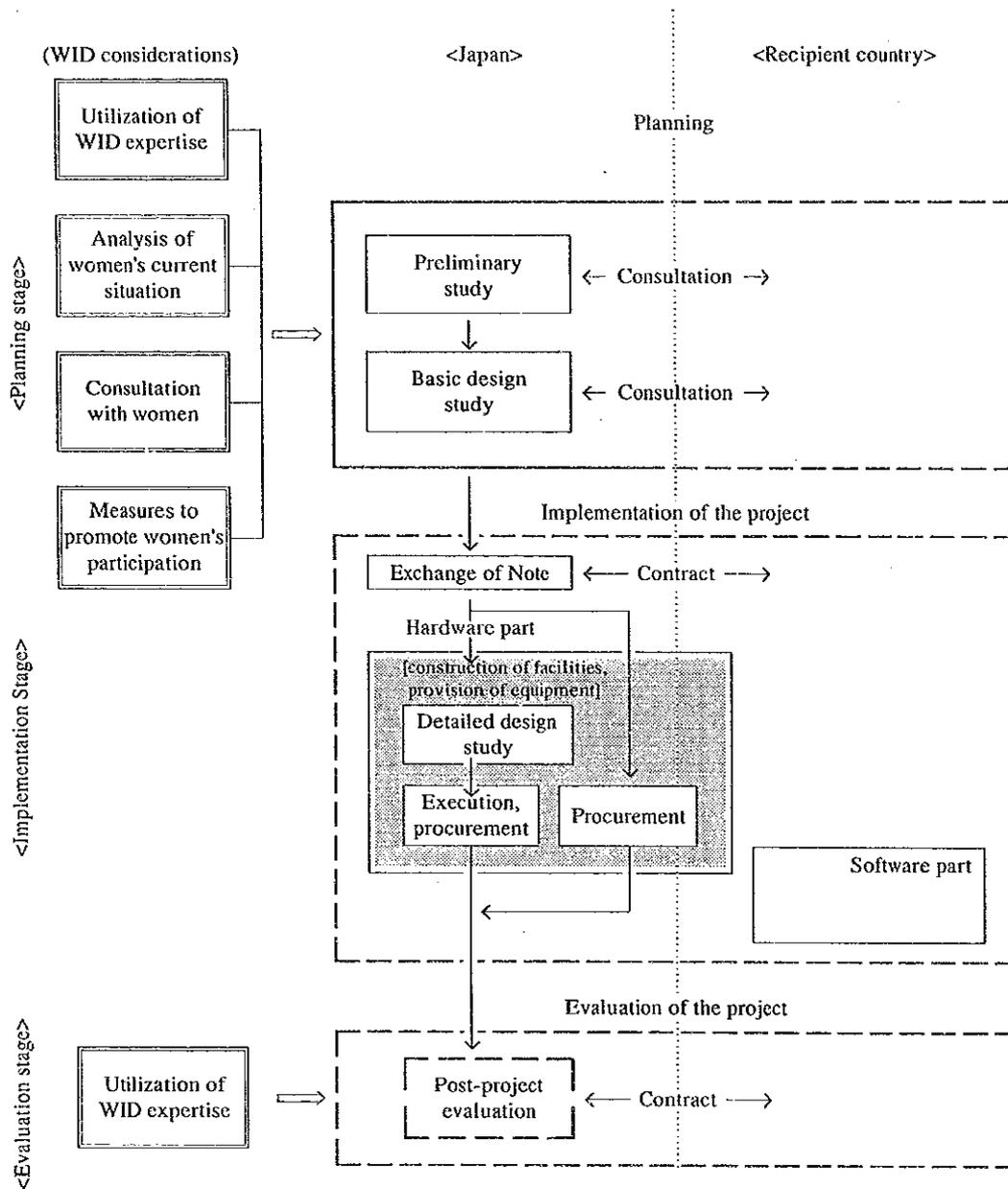
Concerning WID considerations in the Project-type Technical Cooperation, four WID considerations have to be incorporated at the planning stage; three WID considerations at the implementation stage; and two WID considerations at the evaluation stage.

### 3. Development Study and WID considerations in the project cycle of development projects



Concerning WID considerations in Development Studies, a development plan is formulated while applying four WID considerations at the planning stage.

#### 4. WID considerations in Grant Aid Programs



Concerning WID in the Grant Aid Program, four WID considerations are to be considered at the planning stage. WID considerations at the evaluation stage are to be incorporated only if it is possible to incorporate WID perspectives into the post-project evaluation.

## **V. Checklist for WID considerations**

The following checklist for WID considerations list specific components of WID considerations to indicate how far the five principles of JICA's WID considerations have actually been put into practice and to promote the further integration of WID considerations into each project. The list also includes space for describing specific contents of the implemented WID considerations or the reasons for not implementing them. This will help JICA accumulate WID know-how and understand problems involved in its implementation in order to achieve better results in the future.

### **1. Types of projects**

The list is to be used for the planning, implementation and evaluation of any type of JICA projects (Project-type Technical Cooperation, Development Studies, Grant Aid Program) which would require WID considerations. As previously mentioned, it may sometimes be difficult to apply WID considerations at the implementation and evaluation stages of the Development Studies and the Grant Aid Programs. If so, the checklist should be applied selectively.

The list can also be utilized in appraising new projects for JICA's Development Cooperation (financing) scheme, preparing terms of reference for experts and JOCV volunteers and in other basic research.

### **2. How to use the checklist**

The checklist is to be completed by the project officers concerned. At the beginning of each stage of the project, they are expected to look over the column (a) where the specific components of the five principles of WID considerations are listed, and to examine the feasibility of WID considerations at each stage. They should then fill out the columns (a) to (e) after the completion of each stage.



**Checklist for WID Considerations**

Project Name: \_\_\_\_\_

Department/Section: \_\_\_\_\_

Name of person responsible: \_\_\_\_\_

	(a) Components of WID considerations (Check the items that correspond by marking the square on the right)	(b) Instruction	(c) Description of WID considerations	(d) Record of WID considerations	(e) Reasons for the non-implementation of WID considerations
Planning Stage	<p>&lt;Utilization of WID expertise&gt;                      ①Collecting relevant information by contacting Environment, WID and Other Global Issues Division. <input type="checkbox"/>                      ②Requesting development experts or junior development experts on WID for advice. <input type="checkbox"/>                      ③Involving graduates of the WID expert training course in the survey mission <input type="checkbox"/>                      ④Involving consultants who have WID expertise in the survey mission. <input type="checkbox"/>                      ⑤Involving local consultants with WID expertise <input type="checkbox"/>                      ⑥Obtaining cooperation from offices in charge of WID or WID-concerned agencies (e.g. national machinery) of the recipient country <input type="checkbox"/>                      ⑦Utilizing other donors' know-how, or gaining cooperation from WID staff of other donors. <input type="checkbox"/>                      ⑧Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) and (d).                      If there is no marked items, go to the column (e).</p>		<p>Please write the name of the project document in which you have recorded the implementation of the marked WID considerations.</p>	
	<p>&lt;Situation analysis of women&gt;                      (Collect information, and consult with relevant agencies regarding the following points.)                      ①What type of policy or plan does the recipient country have concerning WID? Especially, what policy or plan is practiced in the relevant area or cooperation sector of the project? <input type="checkbox"/>                      ②What cooperation projects do other donors undertake in the relevant area or sector? What effects/problems do these projects create and face with? <input type="checkbox"/>                      ③Are NGOs active concerning WID in the relevant area or sector? What type of activity is done? What problems exist? <input type="checkbox"/>                      ④Others: <input type="checkbox"/>                      (Collect the following information by conducting field work in the form of either direct interviews or questionnaires, or consulting with relevant agencies, in order to analyze the current situation.)                      ⑤What type of socio-economic role do men and women assume locally in the following perspective? <input type="checkbox"/>                      · What is the gender difference in utilization or possession of productive resources (land, capital, livestock, machines, etc.) , and utilization or access to related public services (finance, health, medical care, education, training, water supply facilities, etc.).                      · How is housework shared by men and women? Are women overloaded with labor both inside and outside the house?                      · What are the social/cultural factors that cause differences between the sexes in labor role and ownership?                      ⑥What needs do men and women have respectively in the relevant sector ? <input type="checkbox"/>                      ⑦What change will the project cause in the present gender situation? <input type="checkbox"/>                      ⑧Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) and (d).                      If there is no marked items, go to the column (e).</p>		<p>Please write the name of the project document in which you have recorded the implementation of the marked WID considerations.</p>	
	<p>&lt;Consultation with women&gt;                      ①The survey mission members or overseas office staff have opportunities to listen to women groups' opinions in the target area. <input type="checkbox"/>                      ②Women groups are included in research target groups when consultants or local consultants conduct their surveys by interviewing local residents or using questionnaires. <input type="checkbox"/>                      ③Making a suggestion to the recipient government regarding the consultation with women and ascertain the result. <input type="checkbox"/>                      ④Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) and (d).                      If there is no marked items, go to the column (e).</p>		<p>Name of the project document you have recorded the marked WID considerations.</p>	

	(a) Components of WID considerations (Check the items that correspond by marking the square on the right)	(b) Instruction	(c) Description of WID considerations	(d) Record of WID considerations	(e) Reasons for the non-implementation of WID considerations
Planning Stage	<p>&lt;Measures to promote women's participation&gt;</p> <p>① Making sure if women are not excluded from the beneficiary groups of the project. If excluded, specify the factors which cause such a situation. <input type="checkbox"/></p> <p>② Taking measures to eliminate the factors raised in ① in the project planning. <input type="checkbox"/></p> <p>③ Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) (d).</p> <p>If there is no marked items, go to the column (e).</p>		Name of the project document you have recorded the marked WID considerations.	
Implementation Stage	<p>&lt;Utilization of WID expertise&gt;</p> <p>① Requesting development experts or junior development experts on WID for advice. <input type="checkbox"/></p> <p>② Dispatching experts who have completed WID expert training courses. <input type="checkbox"/></p> <p>③ Utilizing other donors' know-how and obtaining cooperation from WID experts of the recipient country. <input type="checkbox"/></p> <p>④ Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) (d).</p> <p>If there is no marked items, go to the column (e).</p>		Name of the project document you have recorded the marked WID considerations.	
	<p>&lt;Women's participation&gt;</p> <p>① Women, as technical agents, actively participate in training courses, etc. Women are positioned as one of the major target groups in the technical extension program. <input type="checkbox"/></p> <p>② Women are employed as extension agents or training course instructor in the project. <input type="checkbox"/></p> <p>③ Women are employed as planners, administrators or assistants of the project, in either the recipient country's executing agency or as a member of the local consultant staff. <input type="checkbox"/></p> <p>④ Concerning ①, ② and ③ raised above, advise the recipient country to realize women's equal participation. <input type="checkbox"/></p> <p>⑤ Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) (d).</p> <p>If there is no marked items, go to the column (e).</p>		Name of the project document you have recorded the marked WID considerations.	
	<p>&lt;Measures to promote women's participation&gt;</p> <p>① Make sure if the aforementioned "women's participation" is effectively practiced. If the relevant women groups are excluded from participation, the reason has to be clarified. <input type="checkbox"/></p> <p>② Adopt the measures to eliminate the factors identified in ①, and review the annual work plan of the project. <input type="checkbox"/></p> <p>③ Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) (d).</p> <p>If there is no marked items, go to the column (e).</p>		Name of the project document you have recorded the marked WID considerations.	
Evaluation Stage	<p>&lt;Utilization of WID expertise&gt;</p> <p>① Requesting development expert or junior development experts on WID for advice. <input type="checkbox"/></p> <p>② Utilizing other donors' know-how and obtaining cooperation from WID experts of the recipient country. <input type="checkbox"/></p> <p>③ Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) (d).</p> <p>If there is no marked items, go to the column (e).</p>		Name of the project document you have recorded the marked WID considerations.	
	<p>&lt;Improvement of women's situation&gt;</p> <p>① Changes and improvement of women's situation are included in the evaluation items of the project. <input type="checkbox"/></p> <p>② Others: <input type="checkbox"/></p>	<p>If there is any marked item in the column (a), go to the column (c) (d).</p> <p>If there is no marked items, go to the column (e).</p>		Name of the project document you have recorded the marked WID considerations.	

