Department of Political Affairs (DPA)

QUESTIONNAIRE
IMPLEMENTATION OF THE UN SYSTEM-WIDE ACTION PLAN ON SECURITY COUNCIL RESOLUTION 1325 (2000) ON WOMEN, PEACE AND SECURITY

Welcome to the Inter-Agency Questionnaire on the system-wide action plan to Implement Security Council Resolution 1325 (2000) on women, peace and security. The Security Council, in its presidential statement S/PRST/2005/52, endorsed the system-wide action plan and requested the Secretary-General to update, monitor and review its implementation and integration and report to the Security Council in October 2006.

You can find the full system-wide action plan in the Secretary-General's 2005 report on women, peace and security (S/2005/636).To access the plan **click here**.

Purpose

The purpose of this questionnaire is to review and assess progress in implementing the system-wide action plan for Security Council resolution 1325, identify lessons learned and good practices, as well as gaps and challenges in order to develop mechanisms that will support and strengthen the implementation of resolution 1325.

It is part of a three-step information-collection process that also includes interviews and focus group discussions. The outcomes of this process will be presented in the forthcoming report of the Secretary-General to the Security Council.

Structure of the Questionnaire

This questionnaire has three sections:

Section A requests background information of the respondent entity.

Section B requests information on the implementation of the entity's commitments under the system-wide action plan.

Section C requests information on current level of organisational capacity and seeks suggestions on how implementation of the provisions of Security Council resolution 1325 can be improved.

Specific instructions are given for each Section of the Questionnaire.

Thank you for taking the time to complete it!

SECTION A. BASIC INFORMATION
INSTRUCTIONS

Please respond to each of the following questions in the appropriate box.

1. **Information about your Organization**

   a. The name of your entity. (drop down menu of all acronyms) NOTE: add category other) **Department of Political Affairs (DPA)**
   b. Does your entity have any field presence? **Yes**   Yes/No buttons
   c. Please give the names of the units of your entity that contribute to the implementation of the Action Plan (field for up to 300 words) **All DPA Headquarters and field-based staff are expected to implement sections of the Action Plan related to their specific area of work**
   d. **Contact information**
   - Please provide name, e-mail and phone number of a designated contact person for follow-up questions.(field for 30 words) **Ms. Kanchan Paser, DPA Gender Focal Point; telephone (212) 963-0343; email: paser@un.org**

SECTION B –   PROGRESS REVIEW

INSTRUCTIONS

Below you are asked to provide information about eight of the 12 Areas of Action in the Action Plan (the other four are covered in Section C)

- Progress and results [change all below – delete highlights]
- Lessons learned and good practices
- Gaps and challenges

Under each Area of Action, provide information by objective as listed in the action plan if applicable (e.g. A1, C2, G5 as listed in the action plan)

Please also indicate if your entity has started additional activities in any of the Areas of Action. [ADD NEW BOX FOR THIS UNDER EACH ACTION AREA]

Questions Section B

Area of Action
QA1. Conflict prevention and early warning
Progress and results

At Headquarters

DPA conducted a total of 5 workshops in 2005 on integrating SC Res. 1325 into its conflict prevention, peacemaking and post-conflict peace building work. A select number of senior level field-based staff also participated. The first draft of the DPA Action Plan on implementing 1325, which was prepared in collaboration with DPA staff, is currently being finalized. The Head of the Department issued, in March 2006, DPA's policy statement and Strategic Goals of Gender Mainstreaming.

DPA has continued to encourage and promote the participation of women's groups in conflict prevention efforts. At the Conflict Management workshop held in Nigeria in June 2006, DPA and its partners ensured that women's participation was considered a key element of conflict management. DPA staff and the Gender Focal Point at Headquarters have met with members of national and Int'l NGOs, at their request, to discuss women's role in conflict prevention. In addition, whenever possible, desk officers have conferred with NGOs on the ground for information which is then used in their political analysis. DPA has also ensured that its input to the Secretary-General's report on the prevention of conflict includes a section on women; and in other reporting on conflict prevention, DPA has ensured the use of gender specific language. The DPA Policy Planning Unit has produced a Framework for Political Analysis to be used by DPA Desk Officers, which has specific gender references.

Field: DPA field missions continue to hold workshops and seminars to sensitize participants (women's groups and members of governments) on the issue of women's participation in conflict prevention and peace making processes.

Lessons learned and good practices

At Headquarters: Desk officers who consult with local women NGOs in the countries under their purview are able to include in their analyses "unofficial" accounts of situations as they unfold on the ground.

In conflict prevention strategic planning, desk officers now take into account gender specific considerations.

In the field

Workshops held by DPA missions around SC Res. 1325 have included government ministers as well as members of civil society, which provided useful fora for discussions on gender equality around specific issues in the country concerned.

Gaps and challenges

There are different levels of commitment both at Headquarters and in the field. However, because DPA does not have a full-time Gender Adviser, it is very difficult to adequately put in place mechanisms which would monitor staff performance in gender reporting.

There is still a need for a formal mechanism which would facilitate women's participation in early warning conflict prevention through information sharing. While this is done on an ad hoc basis, the main challenge is the need for careful vetting of women's groups, which cannot be done by DPA. Lack of financial resources also presents a challenge.

In the field

Field Missions, to an extent, have the same challenges Headquarters with regard to vetting and the lack of financial resources. Another challenge for field missions is the difficulty in bringing about an increase in the number of women in government positions.

A.2 Efforts to ensure full participation of women in conflict prevention work and decision-working are ongoing, as noted in the Action Plan. DPA familiarization missions continue to include meetings with local NGOs and women's groups.

A.3 In some instances DPA political officers are consulting with local women's groups for information on the situation on the ground. This information is then incorporated into their political analyses. However, there is still no formal mechanism in place.

A.4 Training on early warning and conflict prevention has been provided to DPA staff and will be part of future training on 1325 implementation. Efforts are currently being made to obtain donor funding to provide training to all DPA field based staff before the end of 2007.

Repeat for:

B. Peacemaking and peace building

B.1.The DPA gender mainstreaming workshops which were held in 2005 for its Headquarters and a select number of field-based staff focused on the integration of SC Res. 1325 in the Department's conflict prevention, peacemaking and post-conflict peace building work. DPA's input to the Peace Building Capacity Survey included a gender sector. Through its Human Rights Section, the United Nations Peace-Building Support Office in the Central African Republic (BONUCA) devised, promoted and supported education programmes targeting the public and community leaders on the importance of gender and development. BONUCA organized a series of workshops, seminars and roundtable discussions to assist women in finding strategies to permit them to gain equal access to development and peace building processes. They collaborated on some of these initiatives with the Ministry of Social Affairs, the World Bank and NGOs. The Office provided capacity building, financial and logistical support to female candidates in the recent legislative elections. Those elections saw an increase in the number of women in parliament, from 2 to 11, and an increase in the National Assembly, from 3 to 5.

The United Nations Office in West Africa (UNOWA) organized and participated in a number of meetings, workshops and seminars focusing on issues of impunity; discrimination in respect of women's rights; sexual abuse; forced conscription and feminine child labor in conflict; the rule of law; good governance; democracy and administration of justice; media and civil society awareness of cross-border issues in West Africa; DDR; dialogue between African and Arab women on economic and social issues; proposal for the establishment of a Pan-African center for gender-related issues; and proposal for the creation of tri-lateral border cooperation framework between Mali, Burkina Faso and Côte d'Ivoire, to take into account effective measures to stop the trafficking of women and children.

Within the framework of the Cameroon-Nigeria Mixed Commission, and the process of the boundary demarcation, the office of the SRSG, UNOWA, took into consideration the protection of women's rights, focusing specifically on areas of food production, health and nutrition, HIV/AIDS awareness, education of young girls, and income generating activities to empower women.

The political section UNTOP participates in joint activities with the Human Rights office aimed at promoting greater involvement of women in political life in Tajikistan, with special emphasis on pre-election events.

The United Nations Assistance Mission for Iraq (UNAMI) operates within the framework of the UNCT/I thematic strategic planning Cluster Approach, which enables the Country Team to ensure a coordinated and integrated programmatic approach to the needs of Iraq as identified in the National Development Strategy. The Cluster Approach ensures that all projects respond to the strategic assistance framework, not only in terms of addressing priorities, but also in mainstreaming issues such as gender, environment, poverty, and human rights into their design and implementation.

Within the context of electoral reforms in the Gambia, DPA and UNDP developed a plan, which will be funded in part by the UN Democracy Fund, which works not only to build capacity of the media, but which specifically targets increasing the capacity of women in the media. In June 2006, the UN mission for the evaluation of the electoral process in Mauritania took into account the situation of women with regard to their political and human rights. The background document for the mission also mentions the need to take into account promotion of women's rights, particularly since Mauritania is a signatory to CEDAW. Within the constitutional reform and the revision of electoral laws undertaken by Mauritania, the mission encouraged the transitional government to put in place mechanisms to ensure the 20% representation of women on lists of political parties to which they had committed.

Lessons learned and good practices

At Headquarters, staff is more aware of 1325 and is making more of an effort to raise gender specific issues in different aspects of their work. UNTOP's gender-related activities are discussed at the regular sessions of the Political Discussion Club held in different parts of the country, as well as in other workshops and training on peace building, conflict prevention, human rights and treaty reporting. Also, in selecting participants in all events, UNTOP (Tajikistan) tries to have gender balance. BONUCA (Central African Republic) is contributing to the empowerment of women by setting up women's groups and working with NGO platforms to raise awareness and hold peace marches. These groups have regular meetings with local authorities to draw their attention to the security situation in the country.

Gaps and Challenges

Lack of financial resources is a major challenge. Also, at the country level, while government policy aims at undertaking concrete steps to achieve gender equality, this policy has had little influence on changing the social relations between men and women. Legal equality does not necessarily guarantee gender parity.

C. Peacekeeping operations

D. Humanitarian response

E. Post-conflict Reconstruction and Rehabilitation

DPA's gender activities, mentioned in the Action Plan, related to post-conflict reconstruction and rehabilitation continue to take place in those countries where DPA has a field presence. The study visit to the UN Headquarters in New York, organized by UNTOP, for members of the Tajikistan Government Commission in charge of reporting on CEDAW took place in March 2006. The delegation was briefed on DPA's activities for implementing 1325 by the Gender Focal Point. One of the main tasks of the UNTOP's Human Rights office is providing assistance to Tajikistan in the process of drafting of national reports under the major HR treaties. UNTOP plans a workshop for NGOs on the CEDAW shadow report, with the participation of an international expert. UNTOP will also hold a seminar with the Government and NGOs to promote the ratification of the CEDAW Optional Protocol.

Lessons learned and good practices

UNTOP receives visitors with complaints such as domestic violence, housing and labour rights issues, and provides legal advice or refers them to special counseling by local NGOs.

F. Disarmament, Demobilization and Reintegration

G. Preventing and Responding to Gender-based Violence in Armed Conflict

H. Preventing and Responding to Sexual Exploitation and Abuse by United Nations Staff, Related Personnel and Partners

DPA has appointed a Focal Point at Headquarters and field missions also have Focal Points on sexual exploitation and abuse. Reporting is done on a regular basis.

Instructions Section C Part I

SECTION C

PART I - CAPACITY REVIEW

INSTRUCTIONS

This section seeks information on the organizational capacity of the UN system to implement SCR 1325. This is closely linked to the ability to effectively promote gender equality throughout all areas of work, including through gender mainstreaming as well as targeted measures to empower women and girls.

To enhance organizational capacity, attention needs to be paid to a number of elements: Coherence and Coordination, Accountability, Results-based Management, Monitoring, Evaluation and Reporting, Capacity-Building, Resource Allocation and Staffing.

Below you are asked to provide information on measures taken in these different areas.

Questions Section C Part I

Coherence and Coordination

Policy Guidance:
Do you have any internal policy documents providing guidance on implementation of SCR 1325?
Yes/*No/Do not know-* ***The Under-Secretary-General of DPA issued the Department's Policy Statement and Strategic Goals of Gender Mainstreaming which provides guidance to staff at Headquarters and in the field. The Department has also recently produced an Action Plan for integrating SC Res. 1325 in its conflict prevention, peacemaking and peace building work. It will be issued before the end of July 2006.***

If yes, please describe:

If not, please explain:

Programme Coordination:
Is implementation of SCR 1325 reflected in substantive policy/project/funding design and management?
Yes/*No/Do not know*

Gender projects (from field missions) are generally submitted for donor funding. However, in the past year none of the projects received funding. There is also no dedicated funding for gender mainstreaming within the Department's regular budget. The USG has issued a policy statement on implementation of 1325 and has indicated that it is a priority action issue in the Department.

If yes, please describe:

If not, please explain:

Common-System Partners:
Does your entity collaborate and coordinate with different UN entities?   HQ/in the field.
Yes/No/Do not know: *DPA collaborates with members of the Inter-Agency Network on Women and Gender Equality and the Inter-Agency Taskforce on Women, Peace and Security. DPA has collaborated with UNIFEM on several gender-related activities by participating in joint meetings, brainstorming, and providing input for UNIFEM gender documents. UNIFEM has provided resource material and made presentations at DPA workshops on 1325. DPA also collaborates with UNIFEM in the field. UNIFEM provided the Office of the SRSG for the Great Lakes Region with a Gender Adviser to ensure that women in the Great Lakes Region in preparation for the Conference on the Great Lakes Region. DPA also collaborates with UNDP, DPKO and OCHA and the UN Country Team in the field. In Tajikistan, UNTOP participates in the three UN coordination mechanisms: the UN Country Team, the Human Rights Thematic Group, consisting of representatives of international organizations and chaired by UNTOP, and the Gender Theme Group, chaired by UNIFEM. DPA also collaborates with the EU AND OSCE*

If yes, please describe:

Have any specific challenges been encountered? At both Headquarters and the field level, lack of financial and human resources remain a major challenge. At the country level, resistance to the concept of gender equality is a challenge.

Collaboration and coordination with national and regional partners:
Does your entity collaborate and coordinate with national and regional partners, including government actors and civil society?:
Yes/No/Do not know

If yes, please describe: DPA collaborates with national, regional and sub regional partners, including civil society, in the execution of its conflict prevention, peacemaking and peace building activities. With regard to implementation of 1325, workshops, seminars have been organized to sensitize participants on the need for gender equality and women's participation in peace processes, including the electoral process.

Have any specific challenges been encountered?:

System-wide coherence and coordination:
Do you feel your work is part of a coordinated and coherent strategy for the UN system to implement SCR 1325?
Yes and NO */No/Do not know: While there is some coordination at the Inter-Agency Network level, there is not enough at the working level among Departments and Agencies. There is still need for systematic information sharing and joint strategizing, not just for advocacy but for actual programmes on the ground.*

If yes, please describe:

If not, please explain:

Accountability of managers and staff

Does your entity have mechanisms in place to ensure accountability for implementation of SCR 1325 among staff, in particular for senior managers?
Yes**/no**/don't know
Please describe: There are no formal mechanisms in place. However, in issuing the Department's G-M Policy Statement, the Under-Secretary-General clearly indicated that it is his and all senior managers' primary responsibility to ensure that the Department's gender equality policy and strategic goals of gender mainstreaming are effectively implemented by all staff. However, this is an issue which needs to be addressed.

Have any specific challenges been encountered?

Results-Based Management (RBM)

RBM Framework:
Have provisions of SCR 1325 been integrated within Results-based Management Frameworks?
Yes/**No**/Do not know

If yes, please describe:

If not, please explain:

Indicators:
Have indicators to measure progress in implementing commitments under the action plan been established?
Yes/No/Do not know - *The obvious indicators would be in the reporting on those activities, which is done at least twice per year.*

If yes, please describe what indicators: Use of gender analysis in prevention strategy papers, reports and notes; Integration of gender specific information in SG reports; Gender specific activities in the context of electoral assistance; Increased level of engagement with local women's groups and NGOs;

Monitoring, Evaluation and Reporting

Monitoring:
Has any monitoring mechanism for implementation of SCR 1325 been established within your entity? HQ/In the field
Yes/No/Do not know

If yes, please describe: Monitoring is done through reporting on activities being carried out by Headquarters and DPA field missions at least twice per year. These reports are submitted to the DPA Gender Focal Point at Headquarters, who uses them as the basis for DPA's contribution to the annual reports on gender mainstreaming, implementation of SC Res. 1325, and women, peace and security.

If not, please explain:

Sex and age disaggregated data:
Is sex and age disaggregated data collected on a routine basis?
Yes/**No**/Do not know

If yes, please describe:

If not, please explain:

Reporting:
Is information on gender issues and implementation of SCR1325 routinely included in official reporting?
Yes/No/Do not know

If yes, please describe: DPA provides input to all Secretary-General Reports on gender mainstreaming, SCR 132, women, peace and security and on the prevention of conflict. Gender specific information is also provided, on an ad-hoc basis, in other forms of reporting.

If not, please explain:

Capacity-Building

Training:

Have any specific training programmes/modules/courses on SCR 1325 been developed as a special course/regular staff training/management/leadership or technical training?
Yes/No/Do not know

If yes, please describe: DPA provided training to its Headquarters and a select number of its field-based staff on the integration of 1325 into its conflict prevention, peacemaking and post-conflict peace building work.   The course material was developed with direct input from DPA's Regional Divisions who were asked to write country case studies based on their own conflict prevention, peacemaking and peace building work.

If not, please explain:

What categories of staff are being trained?

Senior Management	[**X**]
Professional staff	[**X**]
Technical Staff	[**x**]
Uniformed personnel	[box]
Support staff	[X]
Other (please explain)	[**Field staff**]

Tools and guidelines for implementation of SCR1325

Have specific tools, such as guidelines, checklists and/or instructions been developed to assist staff in implementing SCR 1325?
Yes/No/Do not know. DPA has just completed its departmental Action Plan for implementing 1325, which provides guidelines for staff. The Action Plan calls for Checklists to be developed, and this is expected to be done within the next several months.

Senior Management	[**X**]
Professional staff	[**X**]
Technical Staff	[**x**]
Uniformed personnel	[box]
Support staff	[**X**]
Other (please explain)	[**Field staff**]

How are these tools used by staff? HQ/In the field
Describe briefly:
Have any specific challenges been encountered?:

Knowledge-management:

Is there a system in place within your entity to collect and disseminate data and information on the implementation of SC1325, including good practice examples and lessons learned?

*Yes/**No**/Do not know*

DPA does not have the human resource to undertake this activity. The staff member who carries out the functions of the Department's Gender Focal Point also performs the functions of a full-time post.

If yes, please describe:

- How information technology is used in that process?

– How such data and information are used to improve the work of your entity on the implementation of SCR 1325.

Resource Allocation

Financial Resources:
Have adequate financial resources been allocated towards your entity's implementation of commitments under the action plan?
*Yes/**No**/Do not know*

If yes, please describe [differentiate between RB and XB]:

If not, please explain: DPA does not have a gender budget. Gender projects in the field are normally covered by donor funding.

Human resources:

Has a gender unit/focal point/or focal points for follow-up been designated
Yes/No/Do not know HQ/In the field

If yes, please describe and specify level/s of staff)

The DPA Gender Focal Point at Headquarters is a senior-level General Service Staff, whose full-time post involves editorial/research assistance in one of the Regional Divisions. In field missions, the gender focal points are professional-level staff who perform this function in addition to those of their fulltime posts.

If not, please explain:

How many other staff members are directly involved in implementation?

Implementation of 1325 is the responsibility of all DPA staff.
[Add box for number -they should also indicate professional level?]

Gender Balance:

Have any specific initiatives been taken to achieve gender balance at all levels and all categories of staff?
*Yes**/No**/Do not know HQ/In the field*

If yes, please describe: Have any specific challenges been encountered?:

Instructions Section C Part 2

SECTION C: Continued

PART II: IMPROVEMENT OF THE SYSTEM-WIDE ACTION PLAN TO IMPLEMENT SCR 1325.

INSTRUCTIONS.

Please provide your thoughts on what more needs to be done to accelerate and strengthen implementation of SCR 1325 in the space provided

Please be as specific as you can, e.g. rather than making a recommendation to "strengthen" any mechanism, please suggest exactly what needs to be put in place.

Questions Section C Part 2

1. What suggestions do you have for improving implementation of the system-wide action plan during 2006-2007?

You may choose to provide information in the following categories, or other information according to your priorities.

Please be brief.

Coherence and Coordination, including interagency coordination

- More systematic information sharing across Departments. For example, gender specific human rights information which could enhance the gender analysis of a conflict prevention report. - Avoid duplication of efforts which result in too many reports, which while they may all be quite good with excellent recommendations, do not get implemented simply because there are just too many of them.

Accountability

- Putting in place mechanisms which hold Heads of Departments accountable would lead to a more serious commitment at the departmental level.

Results-based Management

Monitoring, Evaluation and Reporting

Capacity-Building

- Provision of financial resources.

Human and Financial Resource Allocation

- The commitment and will to create gender posts and have gender mainstreaming in regular budgets is needed not just at the Departmental level, but more importantly at the level of Member States who sit on the ACABQ and the Fifth Committee and therefore control budgets.

Gender balance

- The Secretary-General needs to re-issue his special measures for the recruitment and promotion of women; and Gender Advisers/Focal Points should have a clearly defined role at the Departmental level to ensure that these measures are enforced. Under the current OHRM personnel system, it is not clear if these measures still apply, and there is no

established mechanism to enforce them if they do.

Other

2. If your entity could do **only two things** to improve its own implementation of the Action Plan, what do you think would be most useful?

1. Create fulltime gender posts at Headquarters.
2. Allocate financial resources in the regular budget for gender mainstreaming.

3. Are any there any other comments you would like to make?

Even if entities put in place measures needed to implement the relevant provisions of 1325, it would still require similar steps taken by different partners, including Member States, to achieve stated goals. It is also important that the mandates of entities be fully understood and consequentially, the inherent restraints which can impact the full implementation of the resolution within a set timeframe.

4. Do you have any suggestions for improving this questionnaire for use in subsequent years?

I found it to be quite a time-consuming exercise. Some of the questions were also not specific enough.

We would appreciate receiving any background documents you feel may be useful to others. For example, if you have any tools that have proved effective, or training materials, we would like to receive a copy. After submitting your completed questionnaire you will be instructed how to upload these.

Thank you for completing the questionnaire.