



September 2014

Making Emergencies Work for Women, Men, Boys and Girls

An Overview: Integrating Gender Equality into Emergency Preparedness & Response

This guidance note provides an overview of the key processes required to integrate gender equality and women's empowerment into CARE's emergency preparedness and response programming. To ensure clarity of approaches and key messages, this guidance note has been developed for the CARE International Emergency Group (CEG), CARE members, and country office and partner staff involved in preparing and responding to emergency operations.

Background:

CARE's *Humanitarian and Emergency Strategy 2013-2020* outlines commitments to high-level gender equality objectives for emergency work, the need for enhanced capacity on gender in emergencies, and the need to integrate gender across all its emergency work.

"CARE's goal for 2020 is to be a leading humanitarian agency having lasting impacts on the needs of poor women, men, boys and girls affected by humanitarian crisis and known for our ability to reach and empower women and girls in emergencies."

CARE's work to implement gender equality in emergencies programming is driven by the specific socio-cultural contexts in which the crisis occurs and the larger organizational commitment to gender equality in both the humanitarian and development contexts.

Introduction

There are a number of processes and tools used to strengthen gender-responsive programming across CARE's humanitarian and emergency work. This guidance note aims to explain how these fit together in a coherent and complementary way.

It's important to note that the steps, tasks or processes described below aren't necessarily sequential and might be ordered differently in response to local contexts.

This guidance note outlines the key processes and supporting tools. Annex 1 provides an overview to use as a simple visual aid.

CARE's approach to operationalizing the above commitment and integrating a gender equality approach in its emergency response, includes the following key steps:

Preparedness

Integrating gender into emergency preparedness means that we prepare to meet the different needs of women, men, boys and girls.

The *Guidance Note: Gender Equality and the Emergency Planning Process* outlines two simple steps to ensure that emergency preparedness planning (EPP) work is gender sensitive:

1. Integrate gender into the emergency preparedness planning process by including a practical gender equality in

emergencies session and integrating gender into the scenarios;

2. Include gender into the Emergency Preparedness Planning Report by preparing a Gender Action Plan and a Gender in Brief and including into the EPP Report as annexes.

People

The country office needs to identify a gender focal point with clear terms of reference for the response. The country office should put in place a gender-balanced assessment/response team.

The *Guidance Note: Recruiting gender balanced teams* provides tips on how to attract and retain a diverse workforce.

Rapid Gender Analysis

Rapid Gender Analysis (RGA) provides information about the different needs, capacities and coping strategies of men, women, girls and boys in a crisis. It is built up progressively and provides clear recommendations for designing and implementing a gender sensitive response.

The *Guidance Note: Rapid Gender Analysis* provides information on how to prepare both rapid and more detailed gender analysis, based on the time and resources available.

Gender Sensitive Assessments

All assessments should be gender sensitive. Assessment teams need to consult men, women, boys and girls about their needs, vulnerabilities, and coping strategies. This is a key space for collecting sex and age disaggregated data on the affected population and understanding specific needs of different sex and age groups. The country office is encouraged to ensure that multi-agency assessments collect gender sensitive information.

The *Guidance Note: Sex and age disaggregated data* provides more detailed information.

Gender Action Plan

The Gender Action Plan (GAP) is both a process and tool for planning a gender sensitive response.

The GAP should be short, concrete and focused on the few things that the CO can do rather than an aspirational list. It is a compulsory part of the EPP, Emergency Response Strategy and the CI ERF (Emergency Response Funds) process.

The *Guidance Note: Gender Action Plan* outlines how GAPs are developed and provides the format.

Proposals

Country offices and CARE member partners ensure that donor proposals integrate gender information from the rapid gender analysis and gender-sensitive assessments.

Refer to *Guidance Note: Integrating gender equality into project design* for more specific tips.

Crisis Coordination Group calls

Gender is a standing agenda item on CCG (Crisis Coordination Group) calls between CI lead member, CEG, Regional management unit and Country Offices to track and encourage that key actions to integrate gender are pursued.

Sitreps

Country offices should attach their Gender Action Plan to the Sitreps and report progress on implementation.

The update should include relevant information from rapid gender analysis and assessments in Sitreps, including sex and age disaggregated data and information on gender issues, impacts and beneficiaries assisted.

Gender Marker

The CARE Gender Marker is a simple tool that tracks how gender is integrated into the emergency response project cycle on a scale from gender blind (0) to gender sensitive (2a or 2b). The CARE Gender Marker is in a pilot phase¹.

The *Guidance Note: Gender Marker* outlines the gender marker process across the preparedness

¹ The next version of the GM will be rolled out in July 2015

to implementation stages, along with responsibilities through each stage.

Emergency Response Strategy

The country office is required to integrate gender outcomes, actions and approaches in the Emergency Response Strategy based on the gender analysis conducted.

Refer to *Guidance Note: Integrating gender equality into project design*.

Communications & advocacy

External messaging integrates the different needs, capacities and coping mechanisms of women, men, boys and girls.

The country office identifies gender-related advocacy issues where applicable. Communications teams and CARE member partners consider sharing rapid gender analysis and gender briefs with humanitarian stakeholders, donors and peer agencies.

Want more information?

The CI GiE team is able to provide support through deployment and/or remote support in all of these areas through tools, training materials and capacity building.

Email the CI GiE team at:

emergencygender@careinternational.org.

All GiE resources are available on Minerva

Key documents:

CARE International Humanitarian & Emergency Strategy [here](#).

CARE International Gender Policy (in English, French, Spanish, Arabic, Portuguese) [here](#).

CARE International Policy on Prevention of Sexual Exploitation and Abuse (in French and English) [here](#).

CARE Emergency Toolkit [here](#)

Other GiE Guidance Notes available on Minerva and the gender wiki.

Annex 1: Gender in Emergencies Key Processes

