

Terms of Reference for ILO Gender Coordinators

Introduction

The ILO Gender Network is one of the key institutional arrangements identified to operationalize the 1999 *ILO Gender Equality and Mainstreaming Policy*. The network consists of several Senior Gender Specialists in regional offices, Gender Coordinators and Alternates representing each Sector and some key units at headquarters, and Gender Focal Points at headquarters and field offices. The network is coordinated by the Bureau for Gender Equality (GENDER).

Together the Gender Network as a global team helps to contribute to the goal of promoting opportunities for women and men to obtain decent and productive work in conditions of freedom, equity, security and human dignity. The team aims to further gender equality as an integral element in the ILO vision of Decent Work by identifying strategic opportunities to incorporate and highlight gender issues in the organization's objectives, as well as in flagship products and activities.

Responsibilities

The terms of reference for Gender Coordinators, who are appointed by the relevant Sectors along with an Alternate Gender Coordinator, are the following:

- Contribute advice to the Sector and Bureau for Gender Equality on key ILO policies and programmes, issues and implementation strategies vis-a-vis gender equality in the world of work;
- Promote and guide implementation of, and support monitoring and reporting by units on, indicators and targets under the Office-wide *Programme and Budget 2006-07* mainstreamed strategy on "Advancing Gender Equality". This includes supporting Decent Work Country Programmes that make specific reference to the relevant Sector's work-items (see Annex I).
- Contribute to the Office's efforts to the follow-up on the 2004 Resolution Concerning the Promotion of Gender Equality, Pay Equity and Maternity Protection (See Annex II), and implementation of the 2005 Governing Body Decision on Gender Issues in Technical Cooperation (see Annex III).
- Assist the Office in collecting/preparing information that can be used in official ILO documents and reports, as well as for advocacy, media and public communication, on how gender equality issues are reflected in different programmes and activities.
- Provide advice to Gender Focal Points within the relevant Sector in their role and efforts as catalysts to further enhance, when needed, the capacity of colleagues to incorporate a

gender dimension in their work including in technical cooperation, research, training and tools development.

- Participate in Sectoral Management Meetings.
- In collaboration with the relevant Sector's management unit, provide advice to GENDER on Sector or work unit developments that might impact on the gender mainstreaming strategy including organizational, policy or strategic changes.
- Assist with updating of the Action Plan on gender mainstreaming.

These terms of reference revised by GENDER in May 2006.

Annexes

- I . ILO Mainstreamed Strategy on “Advancing Gender Equality”, P&B 2006-07
- II. Resolution on Promotion of Gender Equality, Pay Equity and Maternity Protection
- III. Governing Body Decision on Gender Issues in Technical Cooperation

Annex I

ILO Mainstreamed Strategy on “Advancing Gender Equality”, P&B 2006-07
(Extract taken from *Programme and Budget for the Biennium 2006-07*)

Advancing gender equality

308. Persistent gender-based discrimination violates fundamental principles and rights at work, human rights and social justice, weakens economic growth and reduces the efficiency of enterprises and labour markets. Strengthening the capacity of constituent organizations to play a catalytic role in promoting gender equality in the world of work is integral to achieving the Decent Work Agenda. The resolution concerning the promotion of gender equality, pay equity and maternity protection adopted by the 92nd Session (June 2004) of the International Labour Conference provides a firm foundation for the continued efforts of the Organization to build on the work undertaken with constituents in 2004-05 to increase gender equality in the world of work.

309. The overall strategy to advance gender equality in practice is to intensify the mainstreaming of gender in all ILO programmes, including decent work country programmes and national poverty alleviation policies and strategies. Support will be given to help constituents to introduce positive changes in policies, legislation, programmes or institutions aimed at bringing about significant improvements in equality between women and men in the world of work. This will be carried out through collaboration between the gender specialists and gender focal points and the constituent relations units in the Office, field offices and headquarter units which deal with technical issues. A key tool for this will be the further development of the concept of gender budgeting throughout the strategic objectives, making full use of the potential of the new IRIS system.

310. Ongoing gender briefings and training of ILO staff and constituents are essential to support this effort. The Office will assist constituents on gender audits and on ways to improve the representation of women in decision-making bodies and technical committees. The ILO will cooperate with the Inter-Agency Network on Women and Gender Equality to share good practices such as the gender audit and in reporting requirements to the UN General Assembly in relation to the Beijing Platform for Action. Efforts will be made to ensure ILO participation in country gender theme groups and MDG promotion and reporting.

311. The mobilization of extra-budgetary resources both centrally and locally will support the advancement of gender equality at the country level. A portfolio of project proposals on a range of gender equality issues for advocacy and networking with donors will be further developed. The strategy also seeks to improve the communications and assistance to ILO constituents. Efforts will be made to strengthen networking with the women and gender structures in government, employers' organizations, women's business organizations, and workers' organizations.

312. Indicators for progress in advancing gender equality under all strategic objectives will be reviewed in a consolidated manner paying particular attention to action by constituents to introduce positive changes in their policies, legislation, programmes or institutions aimed at achieving significant improvements in equality between women and men in the world of work. Similarly, an important sign of the progress being made by ILO constituents towards balanced participation of men and women in decision-making levels is an increase to the 2004-05 biennium baseline count of the number and status of women participating in ILO meetings, seminars or training, under regular and extra-budgetary funding.

Resolution concerning the promotion of gender equality, pay equity and maternity protection

Resolution submitted to the Conference

Tuesday, 15 June 2004

Report of the Resolutions Committee

The General Conference of the International Labour Organization,

- Recalling the Equal Remuneration Convention, 1951 (No. 100), the Discrimination (Employment and Occupation) Convention, 1958 (No. 111), the Workers with Family Responsibilities Convention, 1981 (No. 156), and the principles enshrined in other relevant Conventions,
- Noting the adoption of the Maternity Protection Convention, 2000 (No. 183), at the 88th Session of the International Labour Conference,
- Noting the pertinent provisions of the Universal Declaration of Human Rights (1948), of the United Nations Convention on the Elimination of All Forms of Discrimination Against Women (1979), the United Nations Convention on the Rights of the Child (1989), the ILO Declaration on Equality of Opportunity and Treatment for Women Workers (1975), the Beijing Declaration and Platform for Action (1995), the ILO Declaration on Fundamental Principles and Rights at Work and its Follow-up (1998) and of the international labour Conventions and Recommendations aimed at ensuring equality of opportunity and treatment for men and women workers,
- Recalling that gender equality is a cross-cutting element in the ILO's Decent Work Agenda and covers all the strategic objectives, and noting the conclusions and recommendations contained in the report of the World Commission on the Social Dimension of Globalization (WCSDG) entitled *A fair globalization* with regard to the effects of globalization on women and the need, in particular as concerns gender issues, for greater policy coherence at the national and international levels,
- Affirming that regulatory measures and other measures should be mutually strengthening in overcoming the challenges of gender inequality in the world of work,
- Emphasizing that the achievement of gender equality, including pay equity through application of the principle of equal pay for work of equal value, is fundamental to promoting decent work and social development and also essential to successful poverty-eradication strategies, and that quality jobs as well as quality public services and other support services are fundamental in promoting equal opportunities for all,
- Noting that globalization can result in serious gender imbalances and heightened job insecurity and marginalization, and recognizing that gender discrimination in the labour market retards economic development and that the global gap between economic and social development affects gender disparity,
- Noting the potential of women entrepreneurs and the need to release this potential in order to achieve greater economic and social development in a globalized economy,
- Recognizing the importance, in particular for girls, of providing equal access for boys and girls to education and training, as a key enabling tool in achieving gender equality in the world of work,
- Noting that maternity protection is an important element in national gender equality policies, and concerned about the lack of maternity protection for certain categories of workers, such as women employed in informal activities and other especially vulnerable groups,
- Recognizing the importance and value of existing technical assistance programmes carried

out by the International Labour Organization on gender equality and pay equity issues, as described in the Global Report *Time for equality at work* submitted to the International Labour Conference in its 91st Session (2003),

1. Calls upon all governments and social partners to actively contribute – in their respective fields of competence:

(a) to eliminate all forms of gender discrimination in the labour market and to promote gender equality between women and men and to dismantle barriers which prevent women from obtaining economic autonomy through their labour market participation on an equal footing with men, and to this end:

- (i) develop and implement national policies to provide equal opportunities and access for women and men to education, training, career development and employment, as well as equal pay for work of equal value;
- (ii) develop gender-sensitive national policies to stimulate entrepreneurship and business creation at all levels and to ensure that both women and men enjoy equality of property rights and have access on equal terms to capital, including land, other financial resources, financial services and counselling;
- (iii) promote entrepreneurship, in particular female entrepreneurship, and examine ways to help women entrepreneurs or self-employed women in the informal sector to formalize their activities;
- (iv) prevent discrimination against women in recruitment and at all levels in employment, to overcome barriers to promotion;
- (v) eliminate pay differences based on gender;
- (vi) ensure a safe and sound working environment for both women and men;
- (vii) promote measures to better reconcile work and family life;
- (viii) develop gender-sensitive social security schemes;
- (ix) ensure that the gender aspect is taken into consideration in labour market regulation and collective agreements;
- (x) promote opportunities for the participation of women and men on equal terms in working life as well as in civil life at all levels;

(b) to analyse the impact of gender segregation on the labour market;

(c) to provide all employed women with access to maternity protection;

(d) to consider how women workers not covered in the previous subparagraph, especially those in vulnerable groups, can be provided with access to maternity protection;

(e) to take into account the impact that policies on matters not strictly related to labour issues may have on questions of gender at work.

2. Appeals to all Governments of ILO member States to:

(a) ratify the Equal Remuneration Convention, 1951 (No. 100), and the Discrimination (Employment and Occupation) Convention, 1958 (No. 111);

(b) introduce or strengthen appropriate legislation, programmes and other measures aimed at eliminating gender discrimination in the workplace;

(c) regularly compile, publish and disseminate gender-disaggregated data on labour market indicators, taking into account other forms of discrimination.

3. Calls upon employers' and workers' organizations to promote:

(a) the negotiation and adoption of employment equity plans;

(b) the introduction of gender-neutral job evaluation schemes;

(c) the evaluation of gender equality policies, workplace practices and programmes in order to detect and eliminate gender discrimination, taking into account other forms of discrimination.

4. Calls upon workers' organizations to carry out capacity building, training and advocacy

programmes on all aspects of pay equity.

5. Invites the Governing Body of the International Labour Office to instruct the Director-General:

(a) to continue, strengthen and accelerate the efforts to achieve the objective of equality between women and men and equal opportunities in working life at all levels, and to this end:

(i) vigorously continue its work with the Action Plan on Gender Equality;

(ii) make use of the mainstreaming strategy in all walks of gender-sensitive policies related to the labour market;

(iii) use benchmarking and monitoring systems, indicators and mechanisms in programmes and activities, including standards-related activities, to promote gender equality and equal opportunities;

(iv) promote the collection, processing and dissemination of up-to-date gender-sensitive knowledge, studies and research, including best practices in this field, as well as the production of reliable data and analyses of labour market developments and trends broken down by gender;

(b) to intensify the campaign for the universal ratification and implementation of Conventions Nos. 100 and 111 together with the other fundamental Conventions;

(c) to continue and strengthen substantively ongoing work to provide capacity building, training and advocacy programmes on all aspects of gender equality and pay equity for governments, and employers' and workers' organizations;

(d) to continue research work and to publish research results in simple and accessible format on:

(i) the impact of minimum wages, restructuring, and the provision of public services and other support services on the gender wage gap taking into account other forms of discrimination;

(ii) the effects of globalization and the relationship between economic development, the fight against poverty, and pay equity on the situation of women in the world of work;

(e) to develop guidelines on how to carry out gender-neutral job evaluations and workplace reviews and support the dissemination of good practice in this area, in particular through newsletters or web-based resources;

(f) to establish a training programme on gender-neutral job evaluations at the International Training Centre of the ILO in Turin, Italy, for governments, and employers' and workers' organizations;

(g) to ensure that sufficient funding is in place to enable the Office to promote the objectives of this resolution;

(h) to report back to the Governing Body on the implementation of this resolution.

Governing Body Decision on Gender Issues in Technical Cooperation
GB.292/PV , Geneva March 2005

REPORT OF THE COMMITTEE ON TECHNICAL COOPERATION
(GB.292/14(Rev.))

I. Thematic evaluation report: Gender issues in technical cooperation

Governing Body decision:

223. The Governing Body requested the Director-General:

- (a) to work with constituents, donors and the beneficiaries so that all future ILO technical cooperation programmes and projects systematically mainstream gender throughout the project cycle. Specifically, this implies the involvement of both women and men in constituents'/beneficiaries' consultations and analysis; the inclusion of data disaggregated by sex and gender in the background analysis and justification of project documents; the formulation of gender-sensitive strategies and objectives and gender-specific indicators, outputs and activities consistent with these; striving for gender balance in the recruitment of project personnel and experts and in representation in institutional structures set up under projects; and, finally, in the terms of reference for evaluations, requiring the inclusion of impact assessment on gender equality and gender expertise in the evaluation team;
- (b) to work with donors so that all future ILO technical cooperation partnership agreements make specific provisions to guarantee and support gender mainstreaming in all the programmes included in the agreement;
- (c) to increase, through technical cooperation, the capacity of ILO constituents and implementing partners to promote gender equality in the world of work.