COMPREHENSIVE FRAMEWORK

for Assessment of Gender Mainstreaming at Project Level and VSS Level under OFSDP-II

Government. of Odisha

Comprehensive Framework
(Criteria & Indicators)
for Assessment of Gender Mainstreaming
at Project Level and VSS Level
under OFSDP-II

FOREWORD

Gender Mainstreaming is a strategic process leading towards achievement of the goal of gender equity and gender equality. Mainstreaming gender equality at all levels of the forestry sector has positive effects on many forest management issues including resource sustainability, forest regeneration and conflict management. Properly integrating gender issues in forestry development contributes to meeting environmental targets, avoiding adverse impacts on women and marginalised groups. Gender mainstreaming in forestry sector helps in contributing to the transformation of unequal gender relations within the forestry sector. Reducing the gender gap in forestry can also help to achieve broader social and economic goals, including the Sustainable Development Goals. Equality between men, women and other marginalized groups can significantly improve sustainable forest management, the overall welfare and social protection of families, communities and national economies, and it can help to create food secure environments.

Gender mainstreaming is one of the key cross cutting component in Odisha Forestry Sector Development Project, Phase-II (OFSDP-II). It strives to ensure equal participation of men, women and marginalized communities in sustainable forest management and community development initiatives undertaken by the project which operates within the JFM framework prescribed in the JFM Resolution of Govt. of Odisha.

Earlier, the Project Management Unit had published a hand book on Gender Mainstreaming Strategy under OFSDP-II' in 2019. Through the document, project had articulated Gender Mainstreaming Strategy and Gender Action Plan (GAP) in the context of implementation of OFSDP-II. As per the mandate of the OFSDP-II, the project had outlined Gender Perspective in institutional framework of the project.

After the formation of VSSs in four phases, project is revisiting Micro Plan preparations at VSSs based on the project design. At the same time the Project Management Unit of OFSDP-II has now come up with a Booklet on **Comprehensive Framework (Criteria & Indicators) for Assessment of Gender Mainstreaming at VSS Level and Project Level (PMU/DMU/FMU) under OFSDP-II.**

This booklet begins with a summary of Progress of Framework on Gender Mainstreaming under OFSDP-II which essayed component wise progress of Gender Action Plan Framework in the first chapter. The following two chapters are Criteria and Indicators Framework for VSS level assessment and project level assessment of Gender Mainstreaming respectively.

A comprehensive template has been devised to capture gender related responses of VSSs at FMU level to ensure Gender Mainstreaming through Gender Assessment Framework in Micro Plan. Further, component wise indicative Gender Action Plan (GAP) specifying gender responsive actions expected from each project management unit with respect to different components of the project.

This framework for VSS level assessment would work as criteria for assessing gender responsiveness of the micro plan as well. The broad themes covered for assessment are drawn into nine prime categories including Annual Action Plan (AAP) in Micro Plan, Role of Women Working Group (WWG), Gender Participation in Livelihood Activities through Convergence with different line Departments, Gender participation in Sustainable Forest Management under JFM & Non-JFM mode, Gender Access to Community / Common Resources / Facilities / Special Services, Gender involvement in General Body (GB) and Executive Committee (EC) of VSS and subsequent participation in project interventions.

Considering the role of other marginalized segments of the community viz Transgenders in forestry activities, OFSDP-II first time proposes to capture their involvement in the project development and implementation at VSS level.

This Comprehensive Framework (Criteria & Indicators) for Assessment of Gender Mainstreaming at VSS Level and Project Level is expected to serve as an important reference for all stakeholders of the Project Management Unit, Divisional Management Units, Field Management Units and VSSs in implementing OFSDP-II and achieving the project objective.

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ACKNOWLEDGEMENT

The Comprehensive Framework (Criteria & Indicators) for Assessment of Gender Mainstreaming at VSS Level and other Project Levels (PMU/ DMU/ FMU) under OFSDP-II has been prepared in the line of Project Document of OFSDP-II. As per the project design, Gender related criteria based on categories are to be assessed at VSS level and Project level. Different gender related components are analysed in this frameworks based on their contribution to gender equality and equity. This booklet will provide adequate insights to all stakeholders across the Project Divisions in assessing the Gender Mainstreaming Framework.

Our sincere gratitude goes to Sri Krishnakumar Navaldi, Team Leader, Project Management Consultant, OFSDP-II for his sincere contribution in formulating the document in consultation with the PMU Officials and PMC Experts.

Our sincere thanks is due to Sri Sudhansu Sekhar Khora, IFS, Deputy Project Director, (CME&S), Sri Sudarsan Behera, OFS (STS) Dy. Project Director (A&F), Dr Mamata Mishra, State Programme Manager (LLI), Sri Biswajit Sahoo, State Programme Manager (KM,P&P) and Mrs Sharmishta Kar, State Programme Manager (GIS/MIS) for their insightful inputs in preparing the above document.

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I also take this opportunity to extend heartfelt thanks to Dr (Mrs) Meeta Biswal, IFS, our PCCF (Projects) and Project Director, OFSDS for her constant support and guidance in finalising the **Comprehensive Framework (Criteria & Indicators) for Assessment of Gender Mainstreaming at VSS Level and Project Level (PMU/DMU/FMU) under OFSDP-II** with comprehensive indicators and inclusive templates.

The project also conveys sincere thanks to all the staff of Editorial Team of PMU and PMC for their efforts in publishing the booklet as per the timeline.

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TABLE CONTENTS

Progress of Framework on Gender Mainstreaming under OFSDP-II

1   Background

Gender mainstreaming is a process of social transition towards attaining gender equity and equality as a part of community development initiatives. The core principle of gender mainstreaming relies upon ensuring that the needs and priorities of men and women in the community are duly considered while decision making and strategizing the development interventions.

Gender mainstreaming has a special focus in Odisha Forestry Sector Development Project, Phase-II (OFSDP-II) and is being implemented at all levels of the project, namely- at PMU, DMU, FMU, PNGO, VSS and SHG levels as a key project component. However, it is not an isolated component, rather it is an integrated activity carried out along with all other project components. In this context, the strategy document titled 'Gender mainstreaming strategy under OFSDP, Phase-II' prepared by PMU in association with PMC in early 2019 discusses the following aspects of GM implementation in detail.

- GM conceptual background & orientation
- JICA approach to gender and development
- GM and Gender Action Plan (GAP) in the context of JFM & OFSDP-II
- GM strategy and GAP
- Component wise indicative GAP under OFSDP-II

Apart from listing the Gender Mainstreaming Strategies and Action Framework with monitoring indicators at different levels of the project- PMU, PMC, DMU, FMU, VSS levels, the document also indicates the different responsibilities of Gender Action Plan (GAP) implementation vested with the project functionaries at each of these levels. Hence, this document is considered as the 'reference document' in preparing this 'Status report on the progress made so far with respect to implementation of GM & GAP with specific focus on implementation responsibilities of all implementation agencies.

2 Progress of Gender Action Plan (GAP) Framework as prescribed in the Gender Mainstreaming Strategy

As mentioned above, the 'Gender mainstreaming under OFSDP-II' document prescribes the elaborate GAP implementation framework, consisting of key action components and corresponding monitoring indicators. Among these indicators, most of them are quantitative indicators and few of them are qualitative in nature. The overall progress of the GAP implementation in the project area can be assessed in terms of extent of adoption / achievement of these indicators during the project period. Hence, these indicators of progress in GM & GAP implementation by the project also serve as the Means of Verification (MoV) in the monitoring and evaluation process.

Since the formal mid / end term evaluation exercises are yet to be carried out in the project, the attached table (Annexure-1) approximately indicates the progress made in the project with respect to different GM / GAP components, assessed by their respective monitoring indicators primarily through on-field observations, interaction with the project functionaries at PMU / DMU /FMU / VSS levels during the project site visits by the TL-PMC (visited around 25 VSSs in 11 project divisions) and other PMC experts, various records / documents maintained at project offices of different levels, proceedings of the State level workshop on GM conducted in 2019, Benchmark survey report by CTRAN and other relevant documents. The table gives an indicative trend of progress so far made in gender mainstreaming components of the project and indicates the way forward.

3. Annexure

Component wise Progress of Gender Action Plan Framework including Monitoring Indicators under OFSDP- II

S.No.	Components	Gender Responsive Action	Monitoring Indicators / MoV	Progress	Action proposed
1	**Component-1: Preparatory Phase:**				
1.1	Constitution of Gender cell at PMU and deployment of staff at DMU & FMU levels	Constitution of Gender Mainstreaming cell at PMU	Constitution of Gender cell at PMU	Yet to be made	Proposal for the constitution of Gender cell at PMU level to be prepared by PMC & PMU
		Designation of Nodal officer at all levels (PMU/ DMU/ FMU) of project management	Appointment of Gender Nodal officer at all levels of project management		Designation of Gender Nodal officers at different levels to be made by PMU / DMU Chiefs
		Engagement of women forester at FMU level	30% of the FMU staff to be women		Report on Project personnel deployed at various levels
1.2	Deployment of p- NGO personnel	Engage one women staff at each FMU level team members	At least 33% of the PNGO staff engaged for the project	At least one women staff engaged by PNGO in most of FMUs accounting 30% of women staff in total	Report on Project personnel deployed at various levels

S.No.	Components	Gender Responsive Action	Monitoring Indicators / MoV	Progress	Action proposed
1.3	VSS/EDC identification	Composition of VSS/ EDC Executive Committee members to comply with JFM resolution of Odisha	Women constitute at least 50% of Executive Committee members of VSS/EDCs	Women constitute 47.47 % of EC members in VSSs constituted under the project (Source: Baseline Study Report of CTRAN)	Complied
		General Body of VSS/ EDC to be comprised of all adult members of the village and 50% of them to be women	All adult men and women of the village are members of GB of VSS / EDC with 50% women members	Women constitute 48.80 % of GB members in VSSs constituted under the project (Source: Baseline Study Report of CTRAN)	Complied
		Encourage women to become the Chairperson or Vice-chair person of Executive Committee	One of the women executive members to be elected to the key positions- either Chairperson or Vice chairperson.	Men occupied the Chairperson position in most of the VSSs (93.18%). Women occupied the Vic-Chairperson position in most of the VSSs (91.47%) (Source: Baseline Study Report of CTRAN)	Complied
1.4	Engagement of Animators at VSS/ EDC Level	Engagement of one male & one female animator during the first two years for intensive support	50% to be women animators	This norm followed in all VSSs	Complied
		Continue female animators if found effective for next three years	Female animators are continued for next three years	Usually followed in most VSSs. However, in few VSSs male animators were preferred to continue beyond initial two years	Complied
1.5	Micro Planning / Annual Planning	Incorporating Gender perspective in the micro planning /annual planning	Micro plan / Annual plan formats to include dedicated sections for collecting gender segregated data.	Since data on Gender Mainstreaming deals with cross cutting sectors, each section in the Microplan is to have tables for collation of Gender segregated data.	Monitoring & evaluation during Revisit of microplans
					Orientation of DMU / PNGO staff on MP review on gender perspective
		Organizing women working groups for micro planning at each VSS / EDC	Formation of women working group for preparing & monitoring micro plan	All VSSs have formed women working groups for monitoring micro plans	To be incorporated in the Revisit of Micro- Plan

S.No.	Components	Gender Responsive Action	Monitoring Indicators / MoV	Progress	Action proposed
		Each micro plan / Annual Plan contain Gender Action Plan (GAP) budget	5% of micro plan / annual plan budget to be allocated for implementation of GAP.	5% budget allotment made in each micro plan for GAP implementation	To be incorporated in the Revisit of Micro- Plan
2	**Sustainable Forest Management (SFM)**				
2.1	Consolidation and demarcation of Forest Boundaries, Plantations, Fire Protection	Engaging men & women in carrying out SFM activities	Number of men and women (VSS members) engaged in SFM activities	Overall Men and women (VSS members) are engaged in FM activities approximately in equal proportion. However, the proportion of engagement differ across different activities	Complied
		Ensuring equal wage payment to men and women engaged in SFM activities	Equal Wages to both men and women engaged in SFM Activities	Equal wages are paid to men and women engaged in FM activities in all VSSs	Complied
3	**Livelihood Improvement**				
3.1	Community Development Fund (CDF)	CDF is used to implement GAP omponents of Microplan/ Annual Action Plan	Number of SHGs formed/ mobilised (Disaggregated data on class, ethicity, marginalization withing gender	To be done	Number of SHGs formed/ mobilised (Disaggregated data on class, ethinicity, marginalization within gender)
3.2	Promotions of IGAs	Number of SHGs formed/ mobilised (Disaggregated data on class, ethicity, marginalization withing gender			
3.3	Revolving fund for SHGs	Number of SHGs formed/ mobilised (Disaggregated data on class, ethicity, marginalization withing gender			
3.4	NTFP based livelihood interventions	Number of SHGs formed/ mobilised (Disaggregated data on class, ethicity, marginalization withing gender			

S.No.	Components	Gender Responsive Action	Monitoring Indicators / MoV	Progress	Action proposed
3.5	Convergence with schemes of Line Departments	Enlisting of all schemes of line Department which are being converged at field level	Segregating the schemes as gender specific and gender neutral	To be done	Enlisting of all schemes of line Department which are being converged at field level and segregating them as gender specific and gender neutral
4	**Capacity Development**				
4.1	Executing Agency	Awareness Trainings for Project Personnel	Number of gender sensitive trainings	Two on line trainings on Gender Mainstreaming (GM) to orient DMU / FMU /PNGO staff were conducted.	Under Progress
		Gender Seggregated Participant list	Participant List	Participant list Collated in IMS Portal	Under Progress
4.2	Community Institutions	Awareness Trainings for Project Personnel	Number of gender sensitive trainings	To be incorporated in the Revisit of Microplan format	Under Progress
		Gender Seggregated Participant list	Participant List	Participant list Collated in IMS Portal	Under Progress

Comprehensive Framework (Criteria & Indicators) for Monitoring Gender Mainstreaming at Project Management Levels (PMU, DMU & FMU) under OFSDP-II

1. Gender mainstreaming at project management levels in OFSDP-II

Gender mainstreaming is one of the key-component in OFSDP-II, striving to ensure equal participation of men and women in sustainable forest management and community development initiatives undertaken by the project which operates within the JFM framework prescribed in the JFM resolution of Govt. of Odisha. While gender mainstreaming efforts enable the project to promote the participation of women and men in planning & decision-making process, in having access to community resources & benefits, and simultaneously to ensure the equitable distribution of benefits from the project interventions by specially focusing on the most vulnerable and marginalized groups. However, gender responsive action plans envisaged in a development project like OFSDP-II are not limited to focus only women beneficiaries, but tries to improve the gender balance in terms stakeholdership in all community-oriented project activities and their outcomes.

Gender mainstreaming is a social process and hence requires sensitization of all stakeholders. Even at project level, sensitization and greater awareness on the need for gender mainstreaming and gender responsive actions / behavior are required at all levels, covering both the project implementers and community members. As suggested in the Gender mainstreaming strategy document of OFSDP-II, gender sensitization at different levels of the project is to be achieved through regular training cycle.

The gender mainstreaming strategy under OFSDP-II, strives to implement gender action plan at all levels of the project so as to attain the overall project goal of gender equality and equity. It also aims to bring structural and functional changes in different managerial / strategic attitude of the project in order to facilitate process of gender mainstreaming and assimilation of gender-responsive culture. Needless to say, that building a gender sensitive and positively responsive culture among the project personnel at all managerial levels – PMU, DMU and FMU is a pre-requisite to achieve the desired pattern of gender mainstreaming with sustained equality in gender status at community level. The key project documents related to gender component of the project i.e. MoD-JICA and Gender Mainstreaming Strategy under OFSDP-II clearly spell out the gender mainstreaming strategies and gender action plan to be adopted at each level of project management and implementation. The strategy document also indicates the monitoring indicators of the gender responsive actions listed in the action plan. Gender mainstreaming, however, is not a program meant for onetime implementation; rather it is a continuous process to be adopted throughout the project cycle and even beyond. Hence it needs constant follow-up and monitoring so as to derive sustained benefit in terms of gender equality, equity and socio-economic empowerment of the vulnerable women of the target areas.

2. Gender responsive actions envisaged at project management levels

The four vital management and implementation levels in OFSDP-II are the Project Management Unit (PMU) at the top level, Divisional Management Units (DMUs) at middle level, Forest Management Units (FMUs) at field level and VSSs at community level. Though all these management units have equal level of involvement in the implementation of the

project, they have different managerial responsibilities which is an important factor in determining the nature and extent of gender role at each level of the project implementation. However, according to the basic project document i.e. the 'Minutes of Discussion-JICA', it is quite imperative in having prescribed level of gender mainstreaming, particularly involvement of women at all levels, spheres as well as in every stage of project implementation. Guided by this directive, the hand book on 'Gender mainstreaming strategy under OFSDP-II' derives the 'Component wise indicative Gender Action Plan (GAP)' specifying gender responsive actions expected from each project management unit with respect to different components of the project. The Table-1 indicates the component wise 'gender responsive actions' to be carried out by four levels of project management units (Annexure-I).

The proformas for collation of gender responsive information at PMU, DMU and FMU levels are placed at Annexure II, III and IV respectively.

3. Conclusion

Monitoring and Evaluation (M&E) of Gender Mainstreaming (GM) process supports the commitment of the project to stay on track and achieve results of gender equality and equity at various levels of the project. Monitoring of gender mainstreaming process is the ongoing, methodical collection gender segregated data and analysis of gender responsive actions which provides program managers and stakeholders with early indications of progress and achievement of goals. M & E of gender mainstreaming process under the project are challenging because they involve both quantitative and qualitative dimensions.

Effective monitoring of performance depends on the identification of appropriate performance indicators to measure effectiveness and efficiency and to assess both qualitative and quantitative dimensions of change. In this respect, a complete set of measurable monitoring indicators to assess both, the qualitative as well as quantitative aspects of gender mainstreaming at different management levels of OFSDP-II has been identified and documented in the form of a hand book titled 'Gender mainstreaming strategy under OFSDP-II', published in 2019. Since then, fair amount of effort has gone in towards achieving gender mainstreaming at different levels of project management such as PMU, DMU and FMU, resulting in changed status of gender mainstreaming at these management / implementation levels. Duly considering these changes occurred in gender mainstreaming status and lessons learnt so far,

an exercise of re-viewing original GM monitoring indicators was done and the result is depicted in the form of 'Summary table of revised monitoring indicators of gender mainstreaming at project management levels' (vide Table -1/Annexure-1). The monitoring indicators listed in the table are SMART and expected to be effective in objectively assessing the gender mainstreaming process at key project management / implementation levels.

Indicators should be SMART

Simple: Easy to interpret, monitor and understand by the community

Measurable: Quantifiable and reliable

Accessible: Easily accessible and provide consistent information

Relevant: Measures what people need to know and act upon

Timely: Responds to changes in social conditions and suggests what action & when to take.

4. References

i. Abstract proceedings of the State level workshop on 'Gender mainstreaming under OFSDP-II' organized in January 2019

ii. Odisha Forestry Sector Development Society (2016) "Odisha Forestry Sector Development project, Phase-II Document (Based on Minutes of Discussion, JICA)"

iii. Odisha Forestry Sector Development Society (2019) "Gender Mainstreaming Strategy under OFSDP, Phase-II" – A hand book

iv. Olaleye Yemisi Lydia (2019) "Social Mobilization and Community Participation in Development programs" Dept. of Social Work, University of Ibadan, Ibadan, Nigeria

Table-1: Gender Responsive Actions and Monitoring Indicators at PMU/DMU/FMU level

S. No	Gender Responsive Actions	Monitoring Indicators	Monitoring Responsibility
i	Constitution of Gender Mainstreaming Cell at PMU	Gender Mainstreaming Cell Constituted at PMU	PMU
ii	Assigning a Nodal Officer on gender mainstreaming at each level of project implementation	Nodal Officers designated at PMU / DMU / FMU levels	PMU, DMU & FMU
iii	Engagement of women foresters at FMU level	Number of FMUs having women Foresters	DMU
iv	Engagement of one women staff by PNGO at each FMU level team	Number of FMUs having at least one women staff in PNGO	FMU
v	Engagement of Animators a) Engagement of one male and one female Animators during 2 years intensive support period	Number of VSSs having one male and one female Animators during initial 2 years	FMU
	b) One Animator, preferably women Animator to be continued after initial 2 years if found effective	Number of VSSs which continued with women Animator after initial 2 years	FMU
vi	50% members of Executive Committee (EC) of VSS to be women as per JFM Resolution	Number of VSSs / EDCs having 50% or more women members in EC	FMU
vii	One of the women EC members to occupy the Chairperson / Vice-Chairperson position as per JFM resolution (At least 30% of total VSSs under the project should have woman as Chairperson)	Number of VSSs having woman as Chairperson (or) Vice-Chairperson Number of VSSs under the project having woman as Chairperson	FMU FMU
viii	Women participation in GB & EC meetings The Quorum of GB / EC Meeting shall be 50% of its membership, out of which at least one-third shall be women.	Total number of GB and EC meetings in one year with 50% members present as per quorum, out of which one-third were women members	FMU

S. No	Gender Responsive Actions	Monitoring Indicators	Monitoring Responsibility
ix	Incorporate gender perspectives in micro plan / annual plans	Number of micro plans / annual plans formats having dedicated section for GAP	FMU
x	Allocation of 5% of micro plan / annual plan budget for implementation of GAP	Number of micro plans / annual plans having 5% budget allotment for implementation of GAP	FMU & DMU
xi	Organization of Women Working Group (WWG) for micro planning at each VSS / EDC	Number of VSSs / EDCs which have organized WWG for micro planning	FMU
xii	Equal engagement of men and women in Forest Management (FM) activities	Number of VSSs engaging equal number of men and women in forest management activities	FMU
xiii	Ensuring equal wages to men and women engaged in forest management activities	Number of VSSs paying equal wages to men & women engaged in forest management activities	FMU
xiv	Promotion of NTFP based IGAs through SHGs	Number of women SHGs taken up NTFP based IGAs in the each	FMU
		How many NTFP based IGAs promoted through SHGs in this FMU?	
xv	Use of Revolving Fund (RF) to provide financial assistance to IGAs undertaken by SHGs / CIGs / PoP	Number of SHGs in the utilized RF for financing IGAs	FMU
		How many PoPs / CIGs in the FMU utilized RF for financing IGAs?	
xvi	Providing skill training in IGAs to SHGs / CIGs / PoPs	Number of women SHGs trained on IGA	FMU
		Number of women trained on livelihood development	FMU
xvii	Equal employment opportunity provided to both gender at all levels of the project management	Gender Policy Document for the Project Formulated	PMU

S. No	Gender Responsive Actions	Monitoring Indicators	Monitoring Responsibility
xviii	Creating gender awareness among project staff of all levels	Number of gender awareness trainings conducted for PMU, DMU & FMU staff	PMU, DMU & FMU
xix	Creating gender awareness among VSS members	Number of gender awareness trainings conducted for VSSs	FMU
xx	Creating gender awareness among Animators	Number of gender awareness trainings conducted for Animators	FMU
xxi	Creating gender awareness among SHGs	Number of gender awareness trainings conducted for SHGs	FMU
xxii	Capacitate PNGOs in gender responsive facilitation skills and gender analysis tools	Number of trainings conducted for PNGO on gender responsive facilitation	DMU
xxiii	Conducting gender baseline study	Report of socio-economic / gender baseline study conducted	PMU
xxiv	Adoption of gender disaggregated monitoring indicators	M&E frame work with gender indicators developed for both, project management levels & VSS levels	PMU
xxv	Integrating gender component with MIS	Component wise capturing Gender disaggregated data in the IMS Portal	PMU
xxvi	Creating gender / women related grievance redressal mechanism	Grievance redressal cell / committee constituted at PMU and DMU levels	PMU & DMU
		Number of grievances redressed	PMU & DMU
xxvii	Documenting & publishing success stories / cases on gender mainstreaming from project area	Number of success stories on women empowerment / gender mainstreaming documented and published	PMU, DMU & PMC

Gender Monitoring Indicators & Action Taken at PMU level

Sl. No	Gender Responsive Actions	Monitoring Indicators	Action taken
i	Constitution of Gender Mainstreaming Cell at PMU	Has the Gender Mainstreaming Cell been constituted at PMU with designation of the Nodal Officer?	Yes / No
ii	Equal employment opportunity provided to both gender at all levels of the project management	Has the Gender Policy Document for the project been formulated?	Yes / No
iii	Creating gender awareness among project staff of all levels	How many gender awareness trainings conducted for PMU, DMU & FMU staff?	Nos._____
iv	Conducting gender baseline study	Has the report on socio-economic / gender baseline study been submitted?	Yes / No
v	Adoption of gender disaggregated monitoring indicators	Have M&E frame work with gender indicators been developed for both, project management levels & VSS levels?	Yes / No
vi	Integrating gender component with MIS	Does the IMS portal capture component wise gender disaggregated data?	Yes / No
vii	Creating gender / women related grievance redressal mechanism	Has the Grievance redressal cell / committee been constituted at PMU level?	Yes / No
		How many number of grievances redressed?	Nos. _____
Viii	Documenting & publishing success stories / cases on gender mainstreaming from project area	How many success stories on women empowerment / gender mainstreaming documented and published?	Nos. _____

Annexure-III

Gender Monitoring Indicators & Action Taken at DMU level

Name of the DMU: .... Number of FMUs under this DMU: ....

Number of VSSs under this DMU: .... No of SHGs: ....

Date of Response: ....

S. No	Gender Responsive Actions	Monitoring Indicators	Action taken
i	Assigning a Nodal Officer on gender mainstreaming at each level of project implementation	Has the Nodal Officer been designated at DMU & FMU levels?	Yes / No
ii	Engagement of women foresters at FMU level	How many FMUs are having women Foresters?	Nos. _____
iii	Allocation of 5% of micro plan / annual plan budget for implementation of GAP	How many micro plans / annual plans are having 5% budget allotment for implementation of GAP?	Nos. _____
iv	Creating gender awareness among project staff of all levels	How many gender awareness trainings conducted for FMU staff?	Nos. _____
v	Capacitate PNGOs in gender responsive facilitation skills and gender analysis tools	How many trainings conducted for PNGO on gender responsive facilitation?	Nos. _____
vi	Creating gender / women related grievance redressal mechanism	Has the Grievance redressal cell / committee been constituted at DMU level?	Yes / No
		How many numbers of grievances redressed?	Nos. _____
viii	Identification & communication of success stories / cases on gender mainstreaming from DMU to PMU for publication	How many success stories on women empowerment / gender mainstreaming identified & communicated to PMU for publication?	Nos. _____

Gender Monitoring Indicators & Action Taken at DMU level

Name of the FMU: ....

Number of VSSs under this FMU: .... Total No of SHGs: ....

Date of Response: ....

S. No	Gender Responsive Actions	Monitoring Indicators	Action taken
i	Assigning a Nodal Officer on gender mainstreaming at each level of project implementation	Has the Nodal Officer been designated at FMU level?	Yes / No
ii	Engagement of one women staff by PNGO at each FMU level team	Does the FMUs have at least one women staff in PNGO?	Yes / No
iii	Engagement of Animators a) Engagement of one male and one female Animators during 2 years intensive support period	How many VSSs have one male and one female Animators during initial 2 years?	Nos. _____
	b) One Animator, preferably women Animator to be continued after initial 2 years if found effective	How many VSSs continue with women Animator after initial 2 years?	Nos. _____
iv	50% members of Executive Committee (EC) of VSS to be women as per JFM Resolution	How many VSSs / EDCs have 50% or more women members in EC?	Nos. _____
v	One of the women EC members to occupy the Chairperson / Vice-Chairperson position as per JFM resolution (At least 30% of total VSSs under the project should have woman as Chairperson)	How many VSSs have woman as Chairperson (or) Vice-Chairperson?	Nos. _____
		How many VSSs under the FMU have woman as Chairperson?	Nos. _____

S. No	Gender Responsive Actions	Monitoring Indicators	Action taken
vii	Women participation in GB & EC meetings The Quorum of GB / EC Meeting shall be 50% of its membership, out of which at least one-third shall be women.	How many GB and EC meetings are conducted in one year with 50% members present as per quorum, out of which one-third were women members?	Nos. _____
viii	Incorporate gender perspectives in micro plan / annual plans	How many micro plans / annual plans formats have dedicated section for GAP?	Nos. _____
ix	Allocation of 5% of micro plan / annual plan budget for implementation of GAP	How many micro plans / annual plans have 5% budget allotment for implementation of GAP?	Nos. _____
x	Organization of Women Working Group (WWG) for micro planning at each VSS / EDC	How many VSSs / EDCs have organized WWG for micro planning?	Nos. _____
xi	Equal engagement of men and women in Forest Management (FM) activities	How many VSSs engage equal number of men and women in forest management activities?	Nos. _____
xii	Ensuring equal wages to men and women engaged in forest management activities	How many VSSs pay equal wages to men & women engaged in forest management activities?	Nos. _____
xiii	Promotion of NTFP based IGAs through SHGs / CIGs/ PoPs	How many women SHGs have taken up NTFP based IGAs in this FMU?	Nos. _____
		How many NTFP based IGAs promoted through SHGs & PoPs in this FMU?	Nos. _____
xiv	Use of Revolving Fund (RF) to provide financial assistance to IGAs undertaken by SHGs / CIGs / PoP	How many SHGs in the FMU utilized RF for financing IGAs?	Nos. _____
		How many PoPs / CIGs in the FMU utilized RF for financing IGAs?	Nos. _____

S. No	Gender Responsive Actions	Monitoring Indicators	Action taken
xv	Providing skill training in IGAs to SHGs / CIGs / PoPs	How many women SHGs were trained on IGA?	Nos. _____
		How many women have been trained on livelihood development?	Nos. _____
xvi	Creating gender awareness among project staff of all levels	How many gender awareness trainings were attended by FMU staff?	Nos. _____
xvii	Creating gender awareness among VSS members	How many gender awareness trainings were conducted for VSSs?	Nos. _____
xviii	Creating gender awareness among Animators	How many gender awareness trainings were conducted for Animators?	Nos. _____
xix	Creating gender awareness among SHGs	How many gender awareness trainings were conducted for SHGs?	Nos. _____

Comprehensive Framework
(Criteria & Indicators)
for VSS Level Assessment of Gender Mainstreaming in Micro Plan under OFSDP-II

Project Management Unit (PMU)
Odisha Forestry Sector Development Project, Phase-II

TABLE CONTENTS

Comprehensive Framework (Criteria & Indicators) for VSS Level Assessment of Gender Mainstreaming in Micro Plan under OFSDP-II

1. The Micro Plan - A Participatory Instrument to Achieve Gender Mainstreaming

The basic objectives of Odisha Forestry Sector Development Project, Phase-II (OFSDP-II) are to enhance the forest eco-system through sustainable forest management and gender-balanced community development. The location specific and community-need oriented project interventions are being implemented using participatory approach at every level. The community organizations like VSSs / EDCs and SHGs are crucial grass-root links to achieve the full involvement of the community, not only in implementing the project interventions, but also in equitable sharing of its benefits. Since all the adult men and women in the village are the members of VSS and have equal stake in project interventions, it is essential to ensure gender balance in the implementation of project interventions as well as sharing of usufructs on an equitable basis. In this regard, under JFM mode of project implementation, the village level micro plan is prepared with community participation for achieving inclusive development with gender balance.

Micro plan preparation is a comprehensive planning approach in which the community prepares a development plan for their own village, considering the priorities and needs of both men and women in the village. Equal participation of both the genders of all sections of the community is central to micro-planning, thus making gender mainstreaming an integral component of decentralized planning and governance.

Micro plan in the context of OFSDP-II is being considered as a guiding document for both sustainable management of forest areas assigned to the community through Joint Forest Management (JFM) mode as well as for planning for the income generating activities and addressing livelihood issues at the community level. The micro plan, in principle, is an instrument to ensure gender balance in its development interventions in terms of equality and equity in using the community resources and subsequent sharing of usufructs.

The principle of gender mainstreaming in both planning and implementation has to be integrated right from the micro plan preparation stage by involving the Women Working Group (WWG) of VSS and SHG members in the plan preparation to capture their concerns / issues and reflect them in the Gender Action Plan (GAP) of the micro plan document. GAP in the micro plan should include focused interventions which suit the need of women, by particularly reducing work-drudgery and by increasing their participation in community institutions and governance.

2. Need for VSS Level Assessment of Gender Mainstreaming in the revisit of Micro Plan

According to the 'Hand book Micro Plan Preparation' published by OFSDS in 2018, there is a provision in the project for revisiting of micro-plan of each batch of VSS / EDC after 4th year and 8th year or at the end of project implementation period. The purpose of re-visiting micro plan is to ensure realization of

the targets including capacity building of VSS/ EDC members envisaged at the beginning of the project cycle.

The revisit of micro-plan is a tool to sharpen the focus of planning process. The feasibility of the proposed interventions of the micro-plan are re-examined by the VSS members with the help of facilitating project personnel. After the revisit exercise is completed, some interventions proposed earlier would be replaced by others and the costing of some other components would also get revised.

During the re-visit process, the Micro Plan Working Group and Women of Working of the respective VSS will sit together and brain storm on various aspects of the micro-plan and identify the areas / issues that require to be modified, reasons for the same and then do a matrix ranking exercise to prioritize them. The micro plans would thus require to be reviewed with the broad gender perspectives like - gender analysis, gender needs and priorities, likely impacts of the activities and project components on women and men, gender responsive budgeting and subsequent preparation for annual plan.

The draft revisit micro plan will be finally approved by the General Body of VSS and subsequently by the Gram Sabha/ Palli Sabha. The process of approval will be same as that of approval of micro plan.

3. Development of Criteria and Indicators for the Assessment of Gender Components in Micro Plan

The pre-requisites for a systematic assessment of any kind of project / development interventions are the identification of the components of assessment followed by fixing certain criteria and indicators for assessment for each component. A comprehensive assessment framework is envisaged consisting of the criteria and indicators for the VSS level self-assessment of action-plans on gender mainstreaming included in the micro plan under the project.

3.1 Criteria to be Assessed for Gender Mainstreaming

Since gender mainstreaming is a cross- cutting intervention being addressed in almost all project components, it will neither be wise nor possible to have an exclusive Gender Action Plan in the Micro Plan. Annual Action Plan (AAP) in the Micro Plan is prepared outlining the community development works that are to be undertaken by the VSS during a year.

Effective formulation Annual Action Plan in micro plan and its implementation aims to achieve gender equality and equity, has to be based on baseline gender segregated data and is an important section for execution of the micro plan. The following components are being analysed for their contribution to gender equality and equity and will work as criteria for assessing gender responsiveness of the micro plan:

i.   Gender segregated data

ii.   Annual Action Plan (AAP) in Micro Plan

iii.   Role of Women Working Group (WWG)

iv.   SHGs/ CIGs/ PoPs in Micro Plan

v.   Training & Capacity building for VSS / SHG/ CIGs/ PoPs members

vi.   Gender Participation in Livelihood Activities through Convergence with line Departments

vii.   Gender participation in Sustainable Forest Management (JFM & Non-JFM mode)

viii.   Gender Access to Community / Common Resources / Facilities / Special Services

ix.   Gender involvement in General Body (GB) and Executive Committee (EC) of VSS and subsequent participation in project interventions

3.2   Gender Assessment Framework in Micro Plan

The criteria for assessing gender responsiveness of a micro plan mentioned in the previous section will form the basis of comprehensive assessment framework through which the existing micro plan can be assessed for its ability to fulfill its obligation to achieve gender mainstreaming at VSS level. The Table-1 contains the detailed structure along with core content of the assessment framework wherein each gender based acttivity is to be assessed through the identified criteria and corresponding indicators. The framework also indicates the possible sources of information at VSS level for complete assessment of micro plan. In tandem with other sources of information, VSS/ EDC Membership and Resolution Registers, the micro plan document, Women Working Group (WWG), Annual Action Plans (AAP), etc., are the major sources of information of assessment of gender mainstreaming in the project intervention through the Micro plan. The identified indicators would be assessed through 'simple questions' as listed in the last column of the table (Please refer Table.1). The questions to be used at VSS level are deliberately kept simple, eliciting mostly 'yes / No' or 'multiple choice' types of answers.

3.3   Integration of Transgender

Gender mainstreaming also includes a very vital segment, namely- the Transgender. Odisha has a substantial transgender population, estimated to be around 70,000, spread over all parts of the state. Due to many factors like extreme poverty, lack of education, devoid of parental / family identity, deplorable nature of jobs, negative social stigma and so on, their mainstreaming with general society has been a highly challenging task. However, the suggested gender assessment framework, by including 'Integration of transgender in VSS / micro plan activates' as one of the gender assessment component and advocates the necessity to consider them among the stakeholders in the process of micro planning and community development.

Since neither the demographic profile of the transgender is available not have the issues and challenges faced by the been documented, the extent of involvement of transgender in developmental processes remain hidden. Hence the same also could not be incorporated into the micro plan processes, although the need to do so is duly recognized and highlighted.

The compilation of item wise gender related criteria to be measured at VSS / EDC level is placed at Annexure-I for inclusion in micro plan. Further, this information will be collated at FMU and DMU level in the Annexure-II

Table-1 Comprehensive Framework for Assessment of Gender Mainstreaming in Micro Plan at VSS Level

S.No	Criteria	Measurable Indicators	Source of Information	Assessment Questions at VSS level
I	**Collation of Gender segregated data in Micro Plan**			
i	Gender segregated data provide relevant and adequate information on gender	a) Reflects men & women's need / problem / priorities in a segregated manner	• Primary source: • Micro plan document • Secondary sources: • VSS EC members (men & women) • SHG members • Animators • FMU / PNGO staff	Q (i): Have the gender segregated data been captured in the Micro plan? Res: Yes / No
				Q (ii): Are the gender related data given in micro plan sufficient to draw implementable GAP? Res: Yes / No
II	**Annual Action Plan (AAP) in Micro Plan**			
i	AAP is gender inclusive	a) Annual Action Plan in Microplan address the needs / interests / priorities / issues etc., of both men & women	Micro plan document Interaction with EC members, women VSS members and SHG members	Q (i): Does the AAP address the problems/ needs / priorities of men & women separately?
ii	AAP is inclusive of gender budgeting	AAP includes budget provisions for implementation gender based concerns	Micro plan document Interaction with EC members, FMU staff	Q (i): Does the AAP have a separate / exclusive budget allotted for implementing the gender action plans? Res: Yes / No
				Q (ii): If yes, does the budget provision have equivalent to at least 5% of micro plan budget? Res: Yes / No
III	**Role of Women Working Group (WWG)**			
i	Constitution of Women Working Group (WWG)	WWG is existing with name of members mentioned in micro plan	• Micro plan document	Q (i): Has the WWG been constituted for the preparation of micro plan? Res: Yes / No
ii	Functioning WWG	a) WWG regularly monitor AAP implementation and spending of budget on AAP implementation	• Micro plan document • WWG members • EC members • FMU staff • Focused group discussion	Q (i): Do the WWG members monitor the implementation of GAP? Res: Yes / No
IV	**SHGs/ CIGs/ PoPs in Micro Plan**			
i	Integration of SHGs/ CIGs/ PoPs into the micro plan	a) Micro plan includes all SHGs existing in the village	• Micro plan document • Meeting with SHGs/ CIGs/ PoPs	Q (i): Does the micro plan have provision (s) to support the SHGs/ CIGs/PoPs for undertaking IGAs? Res: Yes / No
		b) Micro plan includes all information on SHGs / CIGs / PoPs (including membership, IG activities undertaken etc.,)		Q (ii):): Does the micro plan include the details of Membership, economic & livelihood activities undertaken by each SHGs /CIGs / PoPs? Res: Yes / No

S.No	Criteria	Measurable Indicators	Source of Information	Assessment Questions at VSS level
ii	Use of Revolving Fund (RF) for SHGs/ CIGs/ PoPs	a) The Guideline on operationalizing Revolving Fund specifies how to use RF by SHGs/ CIGs/ PoPs	The guidelines on Operationalizing Revolving Fund	Q (i): Are there any guidelines on spending RF by SHGs// CIGs/ PoPs/ Res: Yes / No
		The responsibility to guide & monitor RF spending by SHGs// CIGs/ PoPs are well defined		Q(ii) Are these known to the stakeholders? Res: Yes/ No
V	**Training & Capacity building for VSS / SHG members**			
i	Creating gender awareness / sensitivity among VSS members	a) Micro plan indicates number of gender awareness trainings to be organized for VSS members	• Micro plan document • FGD	Q (i): Does the micro plan give indicative number of Gender awareness trainings to be organized for VSS members (men & women)? Res: Yes / No
ii	Capacity building of SHGs// CIGs/ PoPs members	a) Capacity building programs proposed in micro plan for SHG/ CIGs/ PoPs members to enhance their skill in IGAs	• Micro plan document • FGD with some VSS members	Q (i): Have the training programs been suggested in the micro plan for SHGs/ CIGs/ PoPs members to enhance their skill in IG activities? Res: Yes/ No
iii	Gender participation in trainings	Micro plan emphasizes on gender participation in all trainings	• Micro plan document • Course Report	Q (i): Do the men & women have equal opportunity to participate in the training programme identified in the micro plan? Res: Yes / No
				Q (ii): Are the details of participation in the training programmes recorded with gender segregated data? Res: Yes / No
VI	**Gender Participation in Livelihood Activities**			
i	Micro plan facilitates gender participation in livelihood activities	Micro plan supports gender participation in livelihood activities	• Micro plan document • Convergence strategy	Q (i): Does the micro plan have provision for supporting men & women for undertaking different livelihood interventions? Res: Yes / No
ii	Equitable sharing of benefits from IGAs / livelihood interventions through convergence	Micro plan suggests equitable sharing mechanism of benefits derived from IGAs among men and women involved in IGAs	• Micro plan document • IGA beneficiaries - men & women • WWGs • Project Personnel • EC members	Q (i): Are the benefits out of IGAs / livelihood interventions equitably shared among men and women involved? Res: Yes / No
iii	Gender role in production clusters	a) Micro plan specifying role (balanced role) of men and women stakeholders in management of production (livelihood) clusters	• Micro plan document • Concerned Cluster Guidelines • EC members • FMU staff • Few men & women cluster stakeholders	Q (i): Do the men and women stakeholders have a defined role in various activities related to product clusters? Res: Yes / No

S.No	Criteria	Measurable Indicators	Source of Information	Assessment Questions at VSS level
VII	**Gender participation in Sustainable Forest Management (JFM & Non-JFM mode)**			
i	Gender participation • in forest protection • in controlling drivers of forest degradation • in JFM mode SFM activities • in Non-JFM mode FM activities	a) Number of women and men participate in forest protection activities	• Muster roll and labor engagement records • Wage records • FMU staff • EC members • EC meeting minutes	Q (i): Do the men and women equally participate in implementation of SFM activities under the project? Res: Yes/No
•				Q (ii): Do the men and women get equal opportunity to engage in wage works generated under the project for SFM or similar interventions? Res: Yes/No
ii	Equal wages paid to men & women for FM works	a) Equal wages paid to men & women engaged in FM activities		Q (i): Are equal wage rates paid to men and women for sustainable forest management works (JFM & Non-JFM modes)? Res: Yes/ No
VIII	**Gender Access to Community / Common Resources / Facilities / Special Services** **(Like forests, community woodlot, water sources, land, schools, health facilities, VSS buildings, community infrastructures etc.)**			
i	Gender access to community resources / facilities and subsequent benefits	a) Micro plan enables men and women have access to community / common resources b) Micro plan ensures sharing of benefits from common resources	• Micro plan document • Women Working Group • SHG members • Project Personnel • VSS/ EDC Members	Q (i): Do the men and women VSS members have access to community / common resources/facilities? Res: Yes / No
ii	Scope for grievance redressal on use of community resources	The VSS has created a 'Grievance redressal mechanism'.	• Micro plan document • Grievance & redressal records of VSS • EC members • WWG members • Animators • FMU & PNGO staff	Q (i): Has the VSS / EC constituted a Grievance redressal mechanism to address and redress the grievances of VSS members on use of community resources? Res: Yes / No
iii	Access to community development schemes of GoO for gender development	a) Community Development schemes of GoO for gender development / empowerment have been identified in micro plan for accessing through convergence	• Micro plan document • Convergence Records	Q (i): Have the community development / empowerment schemes launched by GoO been identified in micro plan for implementation through convergence programs? Res: Yes/ No
		b) Number of women beneficiaries identified		Q (ii): Have the women beneficiaries for the schemes been identified? Res: Yes / No

S.No	Criteria	Measurable Indicators	Source of Information	Assessment Questions at VSS level
IX	**Gender Membership of General Body (GB) and Executive Committee (EC) of VSS and subsequent participation in meetings**			
i	Gender representation in GB	a) All adult men and women in the village are members of GB	VSS membership / Resolution Register	Q (i): Are all adult men and women of the village enrolled as members of GB of VSS? Res: Yes / No
		b) 50% are women members		Q (ii): DDo the women constitute approximately 50% of GB membership? Res: Yes / No
ii	Gender representation in EC	a) EC constituted as per JFM resolution of GoO i.e. Office bearers + minimum of 11 members	• VSS membership / Resolution Register	Q (i): Has the EC been constituted as per JFM norms? Res: Yes / No
		b) 50% of EC members are women		Q (ii): Do the women constitute approximately 50% of EC membership? Res: Yes / No
		c) Either Chairperson or Vice-Chairperson is a woman		Q (iii): Is the position of Chairperson / Vice-Chairperson of EC occupied by a women member? Res: Yes / No
iii	Gender participation in GB/ EC meetings	a) Quorum required for conducting GB/ EC meeting is presence of 50% members and one-third of present should be women	• Membership & Resolution Registers	Q (i): Is the prescribed quorum norm followed in conducting GB/ EC meetings? Res: Yes / No
		b) Number of gender issues discussed in GB/ EC meetings		Q (ii): Are gender related issues discussed in the GB/ EC meetings during last year? Res: Yes / No
		c) Participation of women in discussion		Q (iii) Have women members participated in the discussions of GB/ EC meetings held in last year? Res: Yes / No

4. Summary

In order to achieve participatory and sustainable development, it is essential that the village community ensures that the development plans are based on its needs as well as are based on a strong sense of ownership of such plans and primary stake in development outcomes. Micro planning is a comprehensive planning approach where in the community prepares development plan themselves considering the prioritised needs of the village. Gender inclusion and participation of all sections of the community are crucial in micro-planning process in order to make it the key-instrument of participatory planning and decentralized governance. As OFSDP-II adopts the JFM mode of sustainable forest management and community development strategies in its project villages, the village level micro planning constitutes a vital process through which the community establishes its responsibility in project implementation and participates in the subsequent decision making process. As emphasized in the Odisha state's JFM resolution, OFSDP-II channelizes its effort to achieve gender mainstreaming at community level through micro level participatory planning process so as to achieve the crucial goal of gender participation and equity in benefit sharing.

Though all the VSSs under the project have prepared the micro plans at the initial stage of project implementation itself with significant extent of gender participation, as envisaged in the project document, these micro plans to be re-visited after four years in order to revise / improve the plans, strategies, budgeting, implementation approach and even the formats of micro plan according to the changed situation and emerging community needs. The pre-requisite for re-visiting micro plan is the assessment of micro plan formats and previous information gathered so as to re-ensure their utility in revising / re-visiting the community development plans appropriate to changing community needs and requirements. This re- assessment at VSS level, carried out with community participation, will encompass all aspects and components of micro plan, including the gender related / segregated information and Annual Action Plan incorporated in the plan. In pursuit of this obligation, particularly for the assessment of gender related sections in the micro plan, a comprehensive framework has been developed and suggested for its use at VSS level. The frame work identifies lead items related to gender mainstreaming that are part / to be part of micro plan for comprehensive assessment. In order to make an objective assessment, key-criteria and corresponding measurable indicators for each of these components were derived after due consideration of roles of each component in the process of gender mainstreaming. The indicators are then converted into simple, multiple option questions for the easy use at VSS level.

5. References

i. Abstract proceedings of the State level workshop on 'Gender mainstreaming under OFSDP-II' organized in January 2019

ii. Odisha Forestry Sector Development Project (Phase-II) (2018) " Hand Book for Micro Plan Preparation"

iii. Odisha Forestry Sector Development Society (2016) "Odisha Forestry Sector Development project, Phase-II Document (Based on Minutes of Discussion, JICA)"

iv. Odisha Forestry Sector Development Society (2019) "Gender Mainstreaming Strategy under OFSDP, Phase-II" – A hand book

Format for Measuring Project Component Wise Gender Related Criteria & Indicators at VSS level

Name of the VSS:_____/Batch No: _____/ VSS Code _____

Name of FMU: _____

Name of DMU: _____

Date of Response: _____

Sl. No	Project Component	Gender Related Criteria	Gender Responsive Actions (Monitoring Indicators) at VSS / EDC Level	Responses / Measures Taken	
				Yes	No
I	Collation of Gender segregated data in Micro Plan	Gender segregated data provide relevant and adequate information on gender	Q (i): Have the gender segregated data been captured in the Micro plan?		
			Q (ii): Are the gender related data given in micro plan sufficient to draw implementable GAP?		
II	Annual Action Plan (AAP) in Micro Plan	i. AAP is gender inclusive	Q (i): Does the AAP address the problems/ needs / priorities of men & women separately?		
		ii. AAP is inclusive of gender budgeting	Q (i): Does the AAP have a separate / exclusive budget allotted for implementing the gender action plans?		
			Q (ii): If yes, does the budget provision equivalent to at-least 5% of micro plan budget?		
III	Role of Women Working Group (WWG)	i. Constitution of Women Working Group (WWG)	Q (i): Has the WWG been constituted for preparation of micro plan?		
		ii. Functioning WWG	Q (i): Do the WWG members monitor the implementation GAP?		
IV	SHGs/ CIGs/ PoPs in Micro Plan	i. Integration of SHGs/ CIGs/ PoPs into the micro plan	Q (i): Does the micro plan have provisions (s) to support the SHGs CIGs/ PoPs for undertaking IGAs?		
			Q (ii): Does the micro plan include the details of membership, economic & livelihood activities undertaken by each SHGs / CIGs / PoPs?		
		ii. Use of Revolving Fund (RF) for SHGs/ CIGs/ PoPs	Q (i): Are there any guidelines on operationalizing spending RF by SHGs// CIGs/ PoPs/		
			Q (ii): Are these known to the stakeholders?		

Sl. No	Project Component	Gender Related Criteria	Gender Responsive Actions (Monitoring Indicators) at VSS / EDC Level	Responses / Measures Taken	
				Yes	No
V	Training & Capacity building for VSS / SHG members	i. Creating gender awareness / sensitivity among VSS members	Q (i): Does the micro plan give indicative number of Gender awareness trainings to be organized for VSS members (men & women)?		
		ii. Capacity building of SHGs / CIGs / PoPs members	Q (i): Have the training programs been suggested in the micro plan for SHGs / CIGs / PoPs members to enhance their skill in IG activities?		
		iii. Gender participation in trainings	Q (i): Do the men & women have equal opportunity to participate in the training programme identified in the micro plan?		
			Q (ii): Are the details of participation in the training programmes recorded with gender segregated data?		
VI	Gender Participation in Livelihood activities	i. Micro plan facilitates gender participation in livelihood activities	Q (i): Does the micro plan have provision for supporting men and women for undertaking different livelihood interventions / IGA?		
		ii. Equitable sharing of benefits from IGAs / livelihood interventions through convergence	Q (i): Are the benefits out of IGAs / livelihood interventions equitably shared among men and women involved?		
		iii. Gender role in production clusters	Q (i): Do the men and women stakeholders have a defined role in various activities related to product Clusters?		
VII	Gender participation in Sustainable Forest Management (JFM & Non-JFM mode)	i. Gender participation in - forest protection - controlling drivers of forest degradation - JFM mode SFM activities - Non-JFM mode FM activities	Q (i): Do the men & women equally participate in implementation of SFM activities under the project? (ii) Do the men and women get equal opportunity to engage in wage work generated under the project for SFM or similar interventions.		
		ii. Equal wages paid to men & women for FM works	Q (i): Are equal wages paid to men and women for sustainable forest management works (JFM & Non-JFM modes) and other similar works?		

Sl. No	Project Component	Gender Related Criteria	Gender Responsive Actions (Monitoring Indicators) at VSS / EDC Level	Responses / Measures Taken	
				Yes	No
VIII	Gender Access to Community / Common Resources / Facilities / Special Services / Govt. Schemes	i. Gender access to community resources / facilities and subsequent benefits	Q (i): Do the men and women VSS members have access to community / common resources / facilities?		
			Q (ii): Do the men and women VSS members equally derive benefits from the use of community resources?		
		ii. Scope for grievance redressal on use of community resources	Q (i): Has the VSS / EC constituted a Grievance redressal mechanism to address and redress the grievances of VSS members on use of community resources?		
		iii. Access to community development schemes of GoO for gender development	Q (i): Have the community development / empowerment schemes of GoO been identified in micro plan for implementation through convergence programs?		
			Q (ii): Have the women beneficiaries for the schemes been identified?		
IX	Gender Membership of GB and EC of VSS and subsequent participation in meetings	i. Gender representation in GB	Q (i): Are all adult men and women of the village enrolled as members of GB of VSS?		
			Q (ii): Do the women constitute approximately 50% of GB membership?		
		ii. Gender representation in EC	Q (i): Has the EC been constituted as per JFM norms?		
			Q (ii): Do the women constitute approximately 50% of EC membership?		
			Q (iii): Is the position of Chairperson /Vice-Chairperson of EC occupied by a women member?		
		iii. Gender participation in GB/ EC meetings	Q (i): Is the prescribed quorum norm followed in conducting GB / EC meetings?		
			Q (ii): Are gender related issues discussed in the GB/ EC meetings during last year?		
			Q (iii) Have women members participated in the discussions of GB/ EC meetings held in last year?		

Name & Signature of Member Secretary   **Name & Signature of President**

Format for Compilation of Gender Related Responses of VSSs at FMU level

Name of FMU: _____ No of VSSs: _____

Name of DMU: _____

Date of Compilation: _____

Sl. No	Project Component	Gender Related Criteria	Gender Responsive Actions (Monitoring Indicators) at VSS / EDC Level	Responses of VSS (In Nos)	
				Yes	No
I	Collation of Gender segregated data in Micro Plan	Gender segregated data provide relevant and adequate information on gender	Q (i): Have the gender segregated data been captured in the Micro plan?		
			Q (ii): Are the gender related data given in micro plan sufficient to draw implementable GAP?		
II	Annual Action Plan (AAP) in Micro Plan	iii. AAP is gender inclusive	Q (i): Does the AAP address the problems/ needs / priorities of men & women separately?		
		iv. AAP is inclusive of gender budgeting	Q (i): Does the AAP have a separate / exclusive budget allotted for implementing the gender action plans?		
			Q (ii): If yes, does the budget provision equivalent to at-least 5% of micro plan budget?		
III	Role of Women Working Group (WWG)	iii. Constitution of Women Working Group (WWG)	Q (i): Has the WWG been constituted for preparation of micro plan?		
		ii. Functioning WWG	Q (i): Do the WWG members monitor the implementation GAP?		
IV	SHGs/ CIGs/ PoPs in Micro Plan	iii. Integration of SHGs/ CIGs/ PoPs into the micro plan	Q (i): Does the micro plan have provisions (s) to support the SHGs/ CIGs/ PoPs for undertaking IGAs?		
			Q (ii): Does the micro plan include the details of membership, economic & livelihood activities undertaken by each SHGs / CIGs / PoPs?		
		iv. Use of Revolving Fund (RF) for SHGs/ CIGs/ PoPs	Q (i): Are there any guidelines on operationalizing spending RF by SHGs// CIGs/ PoPs/		
			Q (ii): Are these known to the stakeholders?		

Sl. No	Project Component	Gender Related Criteria	Gender Responsive Actions (Monitoring Indicators) at VSS / EDC Level	Responses of VSS (In Nos)	
				Yes	No
V	Training & Capacity building for VSS / SHG members	iv. Creating gender awareness / sensitivity among VSS members	Q (i): Does the micro plan give indicative number of Gender awareness trainings to be organized for VSS members (men & women)?		
		v. Capacity building of SHGs /CIGs / PoPs members	Q (i): Have the training programs been suggested in the micro plan for SHGs / CIGs / PoPs members to enhance their skill in IG activities?		
		vi. Gender participation in trainings	Q (i): Do the men & women have equal opportunity to participate in the training programme identified in the micro plan?		
			Q (ii): Are the details of participation in the training programmes recorded with gender segregated data?		
VI	Gender Participation in Livelihood activities	iv. Micro plan facilitates gender participation in livelihood activities	Q (i): Does the micro plan have provision for supporting men and women for undertaking different livelihood interventions / IGA?		
		v. Equitable sharing of benefits from IGAs / livelihood interventions through convergence	Q (i): Are the benefits out of IGAs / livelihood interventions equitably shared among men and women involved?		
		i. Gender role in production clusters	Q (i): Do the men and women stakeholders have a defined role in various activities related to product Clusters?		
VIII	Gender participation in Sustainable Forest Management (JFM & Non-JFM mode)	iii. Gender participation in - forest protection - controlling drivers of forest degradation - JFM mode SFM activities - Non-JFM mode FM activities	Q (i): Do the men & women equally participate in implementation of SFM activities under the project? (ii) Do the men and women get equal opportunity to engage in wage work generated under the project for SFM or similar interventions.		
		i. Equal wages paid to men & women for FM works	Q (i): Are equal wages is paid to men and women for sustainable forest management works (JFM & Non-JFM modes) and other similar works?		
		iii. Access to community development schemes of GoO for gender development	Q (i): Have the community development / empowerment schemes of GoO been identified in micro plan for implementation through convergence programs?		
			Q (ii): Have the women beneficiaries for the schemes been identified?		

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Sl. No	Project Component	Gender Related Criteria	Gender Responsive Actions (Monitoring Indicators) at VSS / EDC Level	Responses of VSS (In Nos)	
				Yes	No
VIII	Gender Access to Community / Common Resources / Facilities / Special Services / Govt. Schemes	iv. Gender access to community resources / facilities and subsequent benefits	Q (i): Do the men and women VSS members have access to community / common resources / facilities?		
			Q (ii): Do the men and women VSS members equally derive benefits from the use of community resources?		
		v. Scope for grievance redressal on use of community resources	Q (i): Has the VSS / EC constituted a Grievance redressal mechanism to address and redress the grievances of VSS members on use of community resources?		
		vi. Access to community development schemes of GoO for gender development	Q (i): Have the community development / empowerment schemes of GoO been identified in micro plan for implementation through convergence programs?		
			Q (ii): Have the women beneficiaries for the schemes been identified?		
IX	Gender Membership of GB and EC of VSS and subsequent participation in meetings	iv. Gender representation in GB	Q (i): Are all adult men and women of the village enrolled as members of GB of VSS?		
			Q (ii): Do the women constitute approximately 50% of GB membership?		
		v. Gender representation in EC	Q (i): Has the EC been constituted as per JFM norms?		
			Q (ii): Do the women constitute approximately 50% of EC membership?		
			Q (iii): Is the position of Chairperson /Vice-Chairperson of EC occupied by a women member?		
		vi. Gender participation in GB/ EC meetings	Q (i): Is the prescribed quorum norm followed in conducting GB / EC meetings?		
			Q (ii): Are gender related issues discussed in the GB/ EC meetings during last year?		
			Q (iii) Have women members participated in the discussions of GB/ EC meetings held in last year?		

Name & Signature of FMU Chief