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## Economic and Social Commission for Western Asia (ESCWA)

Regional Workshop on Gender Budgeting  
Amman, Jordan, 27-28 November 2007

### INFORMATION NOTE

#### A. BASIC INFORMATION

In cooperation with the Arab regional office of the United Nations Development Fund for Women (UNIFEM), the Economic and Social Commission for Western Asia - Centre for Women will hold a regional capacity building workshop on gender budgeting for members of the national machineries of women and gender focal points in the ministries of planning and finance in ESCWA member states, from 27-28 November 2007.

#### B. BACKGROUND INFORMATION

The Beijing Platform for Action (BPFA) in its 8<sup>th</sup> area of concern calls for the creation of institutional mechanisms for women that incorporate a gender component into all strategies, plans and policies of member states. These mechanisms, which were later called National Machineries for Women (NMW), would play an instrumental role in advancing women's issues in the national agenda of member states and in gender mainstreaming the work of the different ministries and governmental agencies, given they are provided with experienced and trained human resources. The efficient work of the national machineries for women depends on the expertise and skills of their staff.

All twenty two Arab States have either established high-level national mechanisms or restructured existing mechanisms to bring them in line with the Platform's recommendations on national mechanisms. These mechanisms, in their capacity as governmental authorities, have been entrusted with two functions: (a) coordination among various public institutions and among them and civil society institutions in order to effect the advancement of women and gender equality; and (b) monitoring and tracking the work of all governmental agencies in addressing women's issues and promoting gender equality. They have to advise on how to integrate gender mainstreaming in policy formulation, strategy, program, and project budget allocations.

From the onset of this international movement, ESCWA Centre for Women (ECW) provided substantial assistance to the National Machineries for Women whereby advisory services and technical cooperation were provided by the Centre for most of member states. Training workshops on institutional building and on gender mainstreaming national plans, policies and strategies were regularly offered to the staff of the national machineries for women in ESCWA member states.

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Engendering projects, plans, and programmes of the different ministries, which is among the many tasks of the NMW, necessitates the allocation of resources specifically for this purpose. Gender budgeting is therefore required in order to systematically mainstream gender into all areas of work. NMW staff and gender focal points of the different line ministries need to be acquainted with gender budgeting techniques in order to advise on the integration of a gender component into all projects, programmes and areas of work.

Following gender budgeting and the allocation of resources, concerned staff in NMW and line ministries need to monitor and evaluate the efficiency of all projects and programmes through gender audit and monitoring and evaluation techniques.

In this context and in response to the numerous requests for technical cooperation dated 2006/2007 on gender mainstreaming sent by ESCWA member states and as a follow-up to the two regional workshops on gender mainstreaming for the Mashreq and Gulf Region that were held consecutively in February and May 2007, ESCWA Centre for Women would like to organize a regional workshop on gender budgeting, gender audit and monitoring and evaluation.

The ESCWA Centre for Women is determined to pursue its efforts to assist ESCWA member states in gender mainstreaming their strategies, plans, and projects. To this effect, the Centre's strategic framework for 2006-2007 was developed with a view to increase of focus on women and gender issues with a view to reducing gender imbalances and empowering women. In response to the requests of the various member states, the Centre plans to hold in collaboration with UNIFEM a regional training workshop to assist in building the capacity of the staff of the national machineries for women and focal points in ministries of planning and finance of all 13 ESCWA member states (2 participants from each member state).

### C. GOALS

The objective of the workshop is to enhance the knowledge and skills of the staff of the national machineries for women and gender focal points of the ministries of finance and planning to better address gender imbalances and mainstream a gender perspective through:

1. Enhanced understanding of the basic concepts of gender budgeting.
2. Increased knowledge of the technical skills to conduct gender budgeting.
3. Improved understanding of the elements of monitoring and evaluation of the different programmes and projects.
4. Better skills to apply monitoring and evaluation techniques to the different programmes and projects.

The expected accomplishments at the end of the workshop include:

1. Enhanced ability to implement the acquired methodology of gender budgeting and gender audit of the different programmes and projects.
2. Improved ability and know-how to conduct monitoring and evaluation techniques of the different plans and programmes.

A final report and evaluation of the workshop will be delivered after the completion of the event, as well as a training material.

#### D. FORMAT AND CONTENT

The two-day workshop will consist of four sessions. In the first session, a general discussion of the characteristics of the gender sensitive budget and an overview and analysis of the democratic process of formulation of national budgets will take place. The first day in its second session will also focus on policy analysis, data analysis of public expenditure and analysis of the impact of national budgets on the advancement of women.

The second day which is made of two sessions will first discuss the strategies of Arab states for the advancement of women and conclude by creating guidelines for the formulation of a gender sensitive budget. The last session will explore the International methods and techniques of *monitoring and evaluation* of programmes and projects.

#### E. FACILITATORS AND PARTICIPANTS

The workshop will be facilitated which will be conducted by Ms Shirin Shukri from UNIFEM, will focus on how to conduct gender budgeting and gender audit of the different plans, programmes and projects. ESCWA Centre for Women which promotes partnerships among UN agencies will benefit in this workshop from UNIFEM long experience in conducting successful workshops on gender budgeting. The training will also refer to application of international methods of monitoring and evaluation.

It is expected that one staff member of the national machineries for women and one gender focal point from the ministry of planning or ministry of finance, from each of the following countries will attend the workshop: Bahrain, Egypt, Iraq, Jordan, Kuwait, Lebanon, Oman, Qatar, Saudi Arabia, Syrian Arab Republic, United Arab Emirates, and Yemen. The occupied Palestinian territories will also attend.

#### F. DATE AND VENUE

The workshop will be held consecutively for two days from 27 to 28 October 2007, in Amman.

#### G. LANGUAGE

The workshop will be held in Arabic.

#### H. ACCOMMODATION AND TRANSPORTATION

ESCWA/UNDP Amman has secured a special rate at the Radisson SAS Amman, where the workshop will be held. ESCWA will arrange travel to and from Amman for all participants, on economy class.

Reservations will be made by ESCWA. Participants should: (1) confirm their accommodation with ESCWA prior to departure, (2) send their passport information to Ms. Carla Moussa (Telephone: 961 3 551356 - Fax: 961 1 981510 - Email: [moussa1@un.org](mailto:moussa1@un.org)).

Transfer to and from the airport will not be arranged, although terminal expenses entitlement will be provided.

Radisson SAS Hotel Amman  
Al-Hussein Bin Ali Street  
Amman 11118 Jordan  
Tel.: 962 6 560 7100  
Fax: 962 6 566 5160

**ESCWA will pay the cost of room for participants for the duration of the workshop. Participants should pay all additional charges directly with the hotel before leaving.**

**Participants are also requested to keep their original boarding pass and present along with their passport to Ms. Carla Moussa upon registration the first day. In accordance with UN rules and regulations, these two documents are necessary so that participants can receive their daily subsistence allowance that will be distributed the last day of the workshop.**

#### J. COMMUNICATIONS

Please address all workshop-related communications to:

##### ESCWA

Ms. Suheir Azzouni  
Chief, Centre for Women  
ESCWA  
P.O. Box 11-8575, Beirut, Lebanon  
Telephone (at Moevenpick Hotel): 961-1-869 666 ext. 7549  
Fax: 961-1-981510  
E-mail: [azzouni@un.org](mailto:azzouni@un.org)

Ms. Rania Al Jazairi  
Social Affairs Officer  
ESCWA  
P.O. Box 11-8575, Beirut, Lebanon  
Telephone: 961-1-869 666 ext. 6549  
Fax: 961-1-981510  
E-mail: [al-jazairi@un.org](mailto:al-jazairi@un.org)

Ms. Carla Moussa  
Research Assistant  
ESCWA  
P.O. Box 11-8575, Beirut, Lebanon  
Telephone: 961-1-869 666 ext. 7526  
Fax: 961-1-981510  
E-mail: [moussa1@un.org](mailto:moussa1@un.org)