

# **Annex 1: GRB Specific Instructions**

*(Guidelines for Reflecting Gender in BC2 Forms to Deeper Integrate GRB in Budget Process)*

## **1. Background**

Gender is considered as cross cutting theme in ANDS which paved the way to the formulation of a separate gender focused action plan such as National Action Plan for Women of Afghanistan (NAPWA) and Gender Equity Strategy (GES) of ANDS. Each ministry and government agency has specific gender commitment in ANDS and NAPWA that are specifically designed to help the line ministries design and implement their projects/programs in a fair manner, impacting both man and woman positively. Gender Responsive Budgeting (GRB) is not a separate budget for any specific sex, ethnic group or race, instate it is a tool that ensures that the needs and interests of individuals from different social groups (sex, age, race, ethnicity, location) are addressed in expenditure and revenue policies.

GRB deepening process in Afghanistan started in 1389 with analyzing 7 ministries' 1390-92 budgets from GRB prospect. Among those 7 ministries 4 have been selected as pilots for fiscal year 1391, including: **Ministry of Education; Ministry of Higher Education; Ministry of Health; and Ministry of Labour, Social Affairs, Martyrs and Disabled.**

## **2. Requirement for all Ministries/Budgetary Units**

As part of the BC2 submissions ALL Ministries/Budgetary Units are ADVISED to consider their Ministry/Budgetary Unit gender specific issues, particularly their gender commitments while prioritizing their programs. The Ministries are also advised to provide narration on the impact of the project/program on the condition of afghan females.

## **3. Requirements for GRB Pilot Ministries**

Below are specific requirements for GRB pilots in filling BC2 forms. MoF will work closely with those 4 pilot ministries for deepening of GRB, and this process will continue until completion of the reform.

For a clearer guideline following steps should be undertaken during program design to insure gender responsive budgeting is part of it. The Budget/Planning department of the ministries should:

- Conduct a situation analysis of beneficiary (man, woman, girl, boy) the ministry serving or tend to serve. This will help to understand the current situation of man, woman, girls, boys and what their important priority needs are. It also indentifies the concerns that needs attention and provide guidance of appropriate actions.
- Examine government policies and programs in the sector, to see whether they address the issues identified in the first step including the gender gap that is the inequality in the services provided to each group.
- Articulate by defining gender issues for the program/project by addressing the following questions:

- ✓ What is the current situation of woman, man, boys, girls, children in terms of interest, needs, benefits, and constrains?
- ✓ Are their needs and constrains equally addresses in the planned/ongoing programs? Who is the primary beneficiary and how?
- ✓ Does the program provide opportunity for one sex group and bearer for other? If yes, how it can be addressed?
- ✓ What changes can be introduced to the planned/ongoing program to improve the situation of woman and man?
- ✓ What actions can be taken to address constrains?

In filling BC2 forms, the Budget/Planning departments of the Ministries should consider gender specific issues in their programs. The Ministries are supposed to carry out the following steps:

### **Form B1**

- Set gender specific indicators for all narratives, including: Objectives, Achievements, Outcomes and Outputs and to address the identified gender gaps and propose specific Actions to be taken.
- Program Objective
  - ✓ Gender issues should be considered in describing Program Objectives
- Key Achievements of Programs.
  - ✓ Gender issues should be considered in describing Key Achievements of Programs.
- Outcome and Output Indicators
  - ✓ Ministries should define gender specific output indicators and impact of the outcome and program objective on gender (by filling relevant narratives in program spreadsheets of BC2 forms).
  - ✓ For setting gender specific indicators, they are advised to select those indicators from National Action Plan for Women of Afghanistan (NAPWA) and Gender Equity Strategy (GES) of ANDS.
- Activities
  - ✓ Activity Details including the name of the Activity as per the sub-program, should include key activities promoting gender equity as far as possible.
- Costing
  - ✓ Cost the actions and allocate fund for the implementation of the program (by filling Female Beneficiaries (%) and their Budget Share (000 Afs) of the Activity Details table of the particular Program)

### **Form A2**

- In filling Development Projects spreadsheet, the pilot ministries are required to consider gender, and particularly to mention female participants in implementation (%) of projects and female beneficiaries (%) of projects.

## **4. Support to the Pilots**

As GRB is a new concept and process in Afghanistan, lack of capacity in this field is fairly understandable. It is recommended that ministries with an active gender unit to consult and get the assistance for the gender unit staff from MoF Budget Department GRB cell, for any GRB related issue, while formulating their budget.