CLEAN CITIES, BLUE OCEAN - Initial Gender Assessment

This tool was developed by USAID’s Clean Cities, Blue Ocean (CCBO) program to help each of its partners assess whether and how their own organization applies a gender lens; identify areas where the organization may need to think about more thoroughly about implementing its programs in terms of gender; and question how it knows what it knows about the population it desires to serve. CCBO has used this tool amongst organizations selected to receive grants from the CCBO program. The questions below use language specific to this context. CCBO encourages adoption and adaptation of this tool by other organizations working to improve solid waste management systems or to implement reduce, reuse, and recycle programs.

Guidance to complete the assessment:
- This assessment is to help organizations; there are no “right” or “wrong” answers, and organizations should not be scored or assessed according to its responses.
- The form should be completed as honestly and fully as possibly. Not all questions may be applicable to an organization. If a question is not applicable, it can be marked “N/A” (not applicable).
- The time that it takes to fill out this form will vary by organization and should be completed using current knowledge. Organizations should not conduct research to learn the answers to the questions, apart from internal organizational staffing.

<table>
<thead>
<tr>
<th>Question</th>
<th>Number</th>
<th>%</th>
<th>Yes or No</th>
<th>Explanation or Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. How many female and male staff does your organization have?*</td>
<td>___ Women</td>
<td>___ Men</td>
<td>___ Other:</td>
<td>___ % Women</td>
</tr>
<tr>
<td>(For large, international organizations, please just report on top managers—see #3 for definition of manager)</td>
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<tr>
<td>2. Of the members of your organization supporting this grant, how many are male and how many are female?</td>
<td>___ Women</td>
<td>___ Men</td>
<td>___ Other:</td>
<td>___ % Women</td>
</tr>
<tr>
<td>If any of your staff supporting this grant identify as another gender, please note the number in the comment column.</td>
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<tr>
<td>3. How many of the managers of this grant are women?*</td>
<td>___ Women</td>
<td>___ Men</td>
<td>___ Other:</td>
<td>___ % Women</td>
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<tr>
<td>[For the purposes of this assessment, a manager is defined as: A person who directs the work of an organizational unit, is</td>
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held accountable for the success of a specific project, organizational and/or staff functions; monitors and evaluates the progress of the organization toward meeting goals, and makes adjustments in objectives, work plans, schedules, and commitment of resources.] 1

<table>
<thead>
<tr>
<th>Audience/Community Information</th>
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4. Of the people whom this grant is intended to help, how many do you anticipate will identify as:

- ___ Women
- ___ Men
- ___ Other:
- ___ Total people reached

[If you anticipate that some will identify as another gender, please note this in the comment column]

5. Has your organization thought about the specific needs and activities around solid waste management (SWM) and 3Rs in the group you are trying to reach and how these may differ by gender?

If yes: Please use the Explanation or Comments box to explain how these needs and activities may differ by gender

- ___ Yes
- ___ No

6. If your organization is planning to work with the community, what are the key attributes you would like CCBO to know about the girls/women in the community/group you are trying to reach? Please describe how you learned this.

Explanation/Comments:

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7. If your organization is planning to work with the community, what are the key attributes you would like CCBO to know about the boys/men in the community group you are trying to reach? Please describe how you learned this.

<table>
<thead>
<tr>
<th>Explanation/Comments:</th>
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**Employment**

8. Is your organization planning to construct or improve a workplace through this grant (e.g., a materials recovery facility [MRF])?

<table>
<thead>
<tr>
<th>If yes:</th>
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<tbody>
<tr>
<td>___ Women</td>
</tr>
<tr>
<td>___ Men</td>
</tr>
<tr>
<td>___ Other:</td>
</tr>
<tr>
<td>___ Have not established a quota</td>
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</tbody>
</table>

If yes, is your organization planning to hire employees through its CCBO grant? (e.g., new staff for a MRF, expanded waste collection force, community outreach workers, or other employment-related activity? If yes, how many women and men (or other)?

<table>
<thead>
<tr>
<th>If yes:</th>
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<tbody>
<tr>
<td>___ % Women</td>
</tr>
<tr>
<td>___ % Men</td>
</tr>
<tr>
<td>___ % Other:</td>
</tr>
<tr>
<td>___ Have not established a quota</td>
</tr>
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</table>

9. Will the workplace have a separate, private toilet for women?

| ___ Yes |
| ___ No |

10. Will there be a private space for women to breastfeed their babies?

| ___ Yes |
| ___ No |
11. Will there be a covered or shady place for workers to rest?

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<tr>
<td></td>
<td>___ Yes</td>
<td>___ No</td>
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**Training**

12. If your organization is planning to conduct training with your grant, will your grant train participants in any of the following topics? *(Check all those that apply and indicate how many women and men)*

If you are not planning to conduct training, skip to question 16.

<table>
<thead>
<tr>
<th></th>
<th>Leadership/empowerment skills</th>
<th>Business/entrepreneurship skills</th>
<th>Gender awareness/inclusion training</th>
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<tbody>
<tr>
<td></td>
<td>___ Women</td>
<td>___ Men</td>
<td>___ Other gender</td>
</tr>
<tr>
<td></td>
<td>Business/entrepreneurship skills</td>
<td>Gender awareness/inclusion training</td>
<td>Recognition of, prevention of, and response to gender-based violence</td>
</tr>
<tr>
<td></td>
<td>___ Women</td>
<td>___ Men</td>
<td>___ Other gender</td>
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</table>
14. Will your grant provide any training on gender equality for men? **If yes**, on what topics?

*Please use the Explanation or Comments box to list the topics.*

<table>
<thead>
<tr>
<th>___ Yes</th>
<th>___ No</th>
<th>Topics:</th>
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15. How many people are you planning to train (in general)?

<table>
<thead>
<tr>
<th>___ Women</th>
<th>___ % Women</th>
<th>___ Men</th>
<th>___ % Men</th>
<th>___ Other</th>
<th>___ % Other</th>
<th>___ Total people reached</th>
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</table>

**Current Situation of Women’s SWM Employment**

16. At each level of the SWM value chain, what do you think are the special challenges and advantages—if any—that women have?

*If you are not working with the SWM value chain at all levels, then please answer only for the levels you are working with.*

<table>
<thead>
<tr>
<th></th>
<th>A. Waste pickers at dump site/landfill –</th>
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<tr>
<td>B. Waste pickers on street –</td>
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</tr>
<tr>
<td>C. Junk shop workers –</td>
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<tr>
<td>D. Junk shop owners –</td>
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</tr>
<tr>
<td>E.</td>
<td>Formal sector waste collectors –</td>
</tr>
<tr>
<td>F.</td>
<td>Members of local government responsible for SWM –</td>
</tr>
<tr>
<td>G.</td>
<td>Owners of waste collection businesses –</td>
</tr>
<tr>
<td>H.</td>
<td>Workers in MRFs or transfer facilities –</td>
</tr>
<tr>
<td>I.</td>
<td>Owners of MRFs or transfer facilities –</td>
</tr>
<tr>
<td>J.</td>
<td>Workers in reuse or recycle businesses –</td>
</tr>
<tr>
<td>K.</td>
<td>Owners of reuse or recycle businesses –</td>
</tr>
<tr>
<td>L.</td>
<td>Workers in upcycling businesses –</td>
</tr>
</tbody>
</table>
17. If you are working or will work with informal waste collectors (waste pickers/scavengers), have any women waste pickers told you that they have experienced stigma because they are both a woman and waste picker? (e.g., might be expressed by calling names, ignoring the woman, making fun of her, bullying physical abuse, etc.)

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<td></td>
<td>Yes</td>
<td>No</td>
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If yes, how many (estimate)?

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If yes, what examples did the women provide?

18. If you are working or will work with informal waste collectors (waste pickers/scavengers), have any male waste pickers told you that they have experienced stigma because they are a waste picker? (e.g., might be expressed by calling names, ignoring the man, making fun of him, bullying, physical abuse, etc.)

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<tr>
<td></td>
<td>Yes</td>
<td>No</td>
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If yes, how many (estimate)?

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If yes, what examples did the men provide?
### Inclusiveness/Gender Learning

<table>
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<tr>
<th>Question</th>
<th>Explanation/Comments:</th>
<th>Recommendation</th>
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<tbody>
<tr>
<td>19. How will women and other vulnerable groups be included in your organization’s grant?</td>
<td>If this has already been addressed in the grant application, organizations may copy/paste or summarize the approach.</td>
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<tr>
<td>20. How will you collect and use sex-disaggregated data and information collected about gender issues?</td>
<td>Explain/Comments:</td>
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</table>
| 21. Does your organization expect or hope to learn anything about gender and SWM/3Rs from this grant? If yes, what do you expect to learn? | Please use the Explanation or Comments box to describe what you are hoping to learn. [Some organizations already know a great deal about SWM/3Rs and gender in their community, so it is fine to say “No.”] | Yes  
No |
| 22. If filling out this assessment form has stimulated your organization to think about information that you do not know now but would like to know for your grant or organization, what information would you like to know? | Comments:              |                |
Is anything else you would like to share about how your organization works with gender and/or if there are any skills that your organization would like to acquire in order to implement a gender inclusive program that strives for gender equality?

To learn more about USAID’s Clean Cities, Blue Ocean program or request additional information regarding this tool, please visit [www.urban-links.org/ccbo](http://www.urban-links.org/ccbo) or email [info@cleancitiesblueocean.org](mailto:info@cleancitiesblueocean.org).