

# WFP Gender and Age Marker

## Frequently Asked Questions

- **WHERE do I find general information about the GaM?**

Please refer to the Gender Toolkit [Gender and Age marker](#) chapter.

- **WHO shall my country office contact for more information?**

Please contact the Regional Gender Advisor for technical advice and support.

- **WHERE can I get more information about how to get a GaM code 3 or 4 for a new CSP?**

In order to get a GaM code 3 or 4, the CSP document and the implementation of the activities should systematically integrate gender and age. For design, you can also look at the ["How to get a GaM D score"](#) document.

To get programmatic guidance on how to ensure this, please refer to [the WFP Gender Toolkit](#). You can also take gender training courses on the [We Learn platform](#).

- **WHICH are the documents subjected to a GaM code?**

All I/CSPs approved after 01 June 2018 must comply with the GaM requirements and be assigned a GaM code at design stage.

- **Once an I/CSP budget revision is submitted, will the GaM code assigned change?**

Once a budget revision for an I/CSP is submitted, if major changes in the activities is foreseen, the country office should get in touch with the Gender Office and reassess the CSP in light of the changes.

- **HOW can I get access to the GaM platform?**

Once the staff members responsible to fill the online GaM are identified in COs, please write to Cecilia Roccato ([Cecilia.roccato@wfp.org](mailto:Cecilia.roccato@wfp.org)) to request access to the platform.

You will then log in to the platform with your WFP credentials.

- **WHO will be responsible for filling the GaM at country office level?**

While the Country Director is responsible for the GaM code generated, s/he can assign application of the GaM D and M to country office employees; such as the Head of Programmes, Gender Officer or Reports Officer, and CSP Activity Managers for the GaM M.

- **What is the role of the Regional Bureau/Regional Gender Advisor in the process of assigning the GaM code?**

Regional Gender Advisors are responsible for:

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- instructing country offices in the purpose and application of the GaM;
- reviewing and endorsing the GaM codes assigned by country offices to the I/CSPs at design and monitoring stages;
- Transmitting to HQ through the GaM platform the endorsed GaM codes (generated by GaM Design or GaM Monitoring).

Please refer to the Gender Toolkit [Gender and Age marker](#) chapter.

• **At which stage of the CSP approval process shall I complete the online GaM tool?**

At country office level, you may complete the online GaM tool once the first draft of the CSP document is prepared. In case the resulting score is low, you shall discuss with the rest of the country office team to adjust it and incorporate gender and age systematically, hence getting a higher code. Technical advice from RBx can be sought too.

However, the code that will be reported in the CSP document presented to the EB, should be the one generated on the basis **of the post e-PRP version**. If time allows, the code should be cleared by GEN/HQ before indicating it in the EB document.

Once the logframe is definitively approved by the Executive Board, then re-opening the GaM pages for this particular CSP will refresh all the automated data from COMET.

• **How do I assign the GaM D to the CSP?**

Please refer to the Gender Toolkit [Gender and Age marker](#) chapter to learn how to code your CSP before submitting it for approval to the Executive Board.

Once the logframe is definitively approved by the Executive Board, the WBS codes will be available to be selected in the Summary page, hence allowing to link the GaM Monitoring pages to the ACRs.

• **What is the difference between the GaM D (Design) and the GaM M (Monitoring)?**

Aligned with corporate processes, the GaM is applied at both programme (CSP) design and monitoring stages.

The GaM D (Design) is applied to the entire I/CSP document to be presented to the Executive Board, while the GaM M (Monitoring) is applied to review of implementation of each I/CSP Activity (for that calendar year).

While at the design stage **one** GaM code is applied to the entire I/CSP document, there will be GaM Monitoring questionnaires and codes **for each CSP Activity** individually.

• **When shall the country office fill the GaM Monitoring?**

In January of each year, the GaM is applied to review the implementation of each I/CSP Activity (for the previous calendar year). While at the design stage one GaM code is applied to the entire I/CSP, during annual monitoring, a country office determines the GaM M code for each CSP Activity. The assigned GaM M codes are then reviewed by the Regional Bureau and confirmed by Headquarters.

The GaM M code of each CSP Activity will be directly reported in the Annual Country Report (ACR) web platform, under the correspondent Strategic Outcome.

Country offices should explain the results, challenges and achievements in the corresponding ACR text.

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- **What kind of documents shall I present to show evidence of my responses to the GaM Monitoring questionnaires?**

The evidence required can be: monitoring reports, donors reports, communication materials, country briefs, research or study reports, tools, power point presentations used internally or externally.

- **Some of the CPS activities have no Tier 1 (direct) beneficiaries. Shall my country office still complete the corresponding GaM M questionnaire?**

Yes, the GaM M questionnaire also applies to country capacity strengthening activities and similar. Some of the questions foresee a *Not applicable* response option.

Only logistics and emergency communication activities do not require to respond to the GaM M questionnaires.