The WFP Gender and Age Marker (GaM) is a corporate tool that codes – on a 0 to 4 scale – the extent to which gender and age are integrated into the design and monitoring of a WFP programme (primarily a Country Strategic Plan). Gender, and other key terms, are defined in the ‘Concepts’ module of the WFP Gender Toolkit.

The WFP age categories are 0-23 months, 24-59 months, 5-11 years, 12-17 years, 18-59 years, 60+ years.¹

**GaM Codes**

At the design and monitoring stages, a WFP programme is assigned one of the following GAM codes.

- 0 Does not integrate gender or age
- 1 Partially integrates gender and age
- 2 Fully integrates age
- 3 Fully integrates gender
- 4 Fully integrates gender and age

The GaM Code is calculated based on the extent to which gender and age are integrated throughout the design and implementation of an I/CSP.² ‘Fully’ means that gender and/or age are addressed in each section of an I/CSP and throughout its implementation. Gender carries a greater weight than age because the core component of the GaM is gender, with age strengthening programme design, implementation and monitoring.³

The minimum requirement, at the design stage, is for I/CSPs to fully integrate gender (GaM code 3), thereby supporting implementation of the corporate commitments articulated in the Strategic Plan (2017-2021) and Gender Policy (2015-2020).

**GaM Components**

The GaM is made up of four components, each with three sub-components.

1. **Gender and Age Analysis**
   - There is collection and analysis of sex- and age-disaggregated data.
   - There is understanding of the particular circumstances, needs, interests and abilities of different groups of people.
   - Targeted individuals and groups receive needs-based assistance.

2. **Tailored Activities**
   - Assistance is tailored to the needs and interests of the different beneficiaries.
   - Beneficiaries and participants are protected from gender-based violence.
   - There is coordination and partnerships in the delivery of the activities.

3. **Participation**
   - Direct (Tier 1) beneficiaries influence the design / implementation of the activities.
   - Beneficiaries and participants can safely and readily make complaints and provide feedback.
   - Information about the activities is provided to the different stakeholders.

---

¹ The age categories were collectively determined through consultations across WFP Divisions and Offices to ensure alignment with core areas of work and in support of WFP’s Strategic Results.

² See the Strategic Planning section of the WFP Gender Toolkit for guidance on integrating gender into a T/I/CSP.

³ See the Concepts & Frameworks section of the WFP Gender Toolkit for explanations and information on the significance of gender and gender equality for WFP’s work and a world of Zero Hunger.
4. **Benefits**

- The activities contribute to gender equality outcomes.
- The beneficiaries are satisfied with the activities.
- Problems, challenges and unintended impacts are identified and addressed.

The four components form the basis for determining which GaM code applies to the I/CSP design and implementation.

**Code calculations**

Each of the four components of the GaM are scored individually. An overall GaM code is calculated form the individual component ‘scores’. At the Design stage, the computed code is for the entire I/CSP. At the Monitoring stage, the computation of the four individual components is for each I/CSP Activity.

- If all four GaM components get the same code (for example all are coded 2), the overall code (for the I/CSP at Design and CSP Activity at Monitoring) will be the same (i.e. 2)
- If the codes for the four GaM components are different – for example, a mix of codes 3 and 4 – the overall code will be 3 (because age is not systematically addressed).
- If the codes of each of the four GaM components are different (being 1, 2, 3, 4) or if there is at least a 1, the overall code is 1 (because neither gender nor age are systematically addressed).
- If two or more of the four GaM components code 0, the overall code is 0.

At the Design stage, if the overall GaM code is 0, 1 or 2, the I/CSP document should be revised so that it systematically integrates at least gender and so meets the minimum requirement for GaM code 3.

The online GaM platform – at design and monitoring stages – should be used to calculate the GaM codes.

To access the online platform, go to [https://gam.wfp.org/](https://gam.wfp.org/) and enter your WFP global credentials (i.e. WFP email address and password). For any technical issues in the use of the online platform, contact the Gender Helpdesk: [hq.genderhelpdesk@wfp.org](mailto:hq.genderhelpdesk@wfp.org).

---

**WHY**

There are three key reasons why WFP applies the Gender and Age Marker to the design and implementation of its programmes.

**Results:** Programmes that integrate gender and age, to reduce gender inequalities, contribute to positive, desired and sustainable changes that benefit women, men, girls and boys equitably, supporting their food security and nutrition. This is because programmes that fully integrate gender and age address the particular needs, interests and priorities of women, men, girls and boys; and thus deliver equality of outcome.

**Value for Money:** Programmes that fully integrate gender and age have the potential to be economical, efficient, effective and equitable and empowering (in their implementation); providing the assistance that different women, men, girls and boys need and want, while minimising risks.

**Accountability:** In recognition that “gender equality is essential for all women, men, girls and boys to achieve zero hunger”, WFP has committed to ensuring “that gender is integrated into all of its work”\(^4\) to “ensure that the different food security and nutrition needs of women, men, girls and boys are met.”\(^5\)

Application of the GaM is a concrete means by which WFP holds itself accountable for delivering on this commitment; of gender equality in a world of zero hunger. Documents submitted to the WFP Executive Board for approval must meet the criteria for the GaM code 3 or 4.

---

\(^4\) WFP Strategic Plan (2017-2021), page 17.
Aligned with corporate processes, the GaM is applied at both I/CSP design and monitoring stages.

**Design**

For I/CSPs to be submitted to the Executive Board for approval, the process for determining the GaM D code is as follows.

1. Country Office uses the GaM platform to generate a GaM D code for its draft I/CSP.
2. Country Office informs its Regional Bureau that the draft I/CSP and GaM platform entries are ready for review.
3. Regional Bureau reviews the draft I/CSP and GaM platform entries.
4. (Optional) Country Office and Regional Bureau request the Gender Office to review the draft I/CSP.
5. Regional Bureau provides feedback to the Country Office on its I/CSP, either (i) confirming the GaM code 3/4, and so the integration of gender, or (ii) indicating revisions that are needed for the GaM 3 or 4 code to apply. [If a request was made to the Gender Office to review the draft I/CSP, the Gender Office’s feedback is included with the Regional Bureau’s feedback.]
6. Draft I/CSP is posted for e-PRP review.
7. Gender Office reviews the draft / e-PRP I/CSP and (i) posts summary comments on SPA, and (ii) provides feedback, including necessary revisions, in a marked version of the e-PRP I/CSP to the Regional Bureau for sharing with the Country Office.
8. Country Office revises its I/CSP as needed to meet GaM 3/4 code criteria.
9. Country Office updates the GaM platform entries as needed.
10. Country Director approves the GaM code.
11. Regional Bureau endorses the GaM code.
12. HQ (Gender Office) clears the GaM code

If gender has been fully integrated in the drafting of the I/CSP it is likely that the GaM 3 (or 4) code criteria will have been met, thereby minimising revisions at the e-PRP stage.

**Figure 1: Pre e-PRP**

- Country Office completes the GaM entries
- RGA / GEN review GaM code
- RGA confirms the GaM code
- Draft I/CSP is posted for e-PRP review
- GEN reviews draft (e-PRP) I/CSP
- GEN confirms that gender has been fully integrated into the I/CSP.
- GEN indicates that requests revisions to the I/CSP are needed
- RGA / GEN request revisions to
- Country Office revises I/CSP

**Figure 2: Post e-PRP**

- Country Office revises I/CSP and GaM entries
- RGA reviews
- RGA-endorses the GaM code
- GEN clears the GaM code
Monitoring: At the end of each calendar year – being late November or early December – the online platform should be used to determine the GaM codes for each I/CSP Activity. Relevant documents and data sources – such as monitoring reports, annual reports, evaluations, studies, VAM data and data in COMET – should be used to respond to each of the questions and so calculate the GaM codes for each I/CSP Activity. Once the entries are completed by the authorised person/s in the country office, the submission is sent to the Country Director (or delegated employee) for review and approval. The Regional Bureaux review the GaM Monitoring according to annual corporate priorities. HQ (Gender Office) reviews a representative sample of the completed GaM M for a given year. GaM M codes for each I/CSP Activity should be reported in the annual country reports (ACR).

WHO

Application of the Gender and Age Marker involves Country Offices, Regional Bureaux and Headquarters; compliant with corporate (IRM) processes.

Country Offices
Country office employees involved in the design, implementation and/or monitoring of an I/CSP should be designated to complete the entries in the GaM platform. It is recommended that persons with programme, monitoring and reporting responsibilities are involved in completing the GaM platform entries. The Country Director is responsible for confirming the GaM codes that a country office calculates for its I/CSP at the design and monitoring stages.

The Country Director can delegate review and approval of the GaM submission and codes, for the Design and/or Monitoring phases, to a country office employee, such as the Deputy Country Director or Head of Programme.

All country office employees involved in the implementation of the I/CSP should understand the purpose of the GaM.

Regional Bureaux
Regional Gender Advisors are responsible for (i) instructing country offices in the purpose and application of the GaM; and (ii) reviewing the GaM codes assigned by country offices to the I/CSPs.

At the monitoring stage, Regional Gender Advisers can review and provide feedback to country offices on their GaM Monitoring entries and associated code. If a Regional Gender Adviser disagrees with an assigned code or determines that the documentation provided by a country office does not sufficiently support the GaM codes assigned to the I/CSP Activities, s/he must request additional clarification/documentation. If the needed documentation is provided, then the GaM codes are confirmed. If the needed documentation cannot be provided, then the GaM codes must be revised and confirmed by the Country Director.

Headquarters
The Gender Office provides guidance, support and quality assurance to WFP Country Offices and Regional Bureaux in application of the GaM. More specifically, the Gender Office is responsible for:

- providing technical support in the application of the GaM;
- validating GaM codes for I/CSPs at the Design stage, as agreed by country offices and regional bureaux;
- reviewing GaM codes assigned to I/CSP Activities at the Monitoring stage; and
- managing the GaM online platform.
HOW

The GaM Code is calculated based on the extent to which gender and age are integrated throughout the design or implementation of an I/CSP. [See the Strategic Planning section of the WFP Gender Toolkit for guidance on integrating gender into a CSP.]

GaM Online Platform

The GaM online platform - https://gam.wfp.org/ - consists of five main ‘pages’.

<table>
<thead>
<tr>
<th>WFP GaM</th>
<th>Welcome page</th>
</tr>
</thead>
<tbody>
<tr>
<td>About</td>
<td>General information about the GaM</td>
</tr>
<tr>
<td>Country Office</td>
<td>(3 sub-pages)</td>
</tr>
<tr>
<td>Summary</td>
<td>General information about the CSP document</td>
</tr>
<tr>
<td>Design</td>
<td>Questions on the Design of the CSP</td>
</tr>
<tr>
<td>Monitoring</td>
<td>Questions on the implementation of each CSP Activity</td>
</tr>
<tr>
<td>GaM Dashboard</td>
<td>A map and information about the GaM codes across WFP Country Offices</td>
</tr>
<tr>
<td>Resources</td>
<td>Links to guidance materials and contacts</td>
</tr>
</tbody>
</table>

**Access:** All WFP employees can access the home page, About, Summary page of each Country Office, GaM Dashboard and Resources.

A country office’s entries – at both the design and monitoring stages – can only be viewed by the employees of the country office.

Each Regional Bureau can access all pages for the country offices within its jurisdiction. The Gender Office can access all pages.

**Summary**

<table>
<thead>
<tr>
<th>GaM Codes</th>
<th>This box displays the GaM codes generated for Design and Monitoring once all questions are answered and saved.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category</td>
<td>Indicate if the document is a CSP, an ICSP or a LEO (Limited Emergency Operation)</td>
</tr>
<tr>
<td>Country Strategic Plan</td>
<td>Enter name and years of the CSP e.g. Afghanistan Country Strategic Plan (2018 -2023)</td>
</tr>
<tr>
<td>Upload document or provide link</td>
<td>Upload the I/CSP or provide the link from where the document can be downloaded.</td>
</tr>
<tr>
<td>CSP Activities</td>
<td>Enter the exact text of each CSP Activity as in the I/CSP document. For each CSP Activity, press the “Click here to show/hide the CRF Activity Categories” and select all applicable CRF Activity Categories.</td>
</tr>
</tbody>
</table>
Design

Elements

1. Answer all questions, including the questions requiring text.
   - A description of each component – gender analysis, tailored activities, beneficiary participation, benefits – is given at the introduction to the section.
   - Explanations are given for some questions, including where to find information in the I/CSP document. To see an explanation, hover your computer mouse over the icon.

2. For the questions that ask you to explain your answer, you can (i) write summary sentences, and (ii) list the numbers of the relevant paragraphs in the I/CSP document. Do not copy and paste lengthy text from the I/CSP.

3. At any time you can click ‘Save changes’ to record your inputs.

4. When all the questions have been answered, click ‘Save changes’.

5. If you need to keep a record of a draft version, press the print icon. You will be able to save the page as PDF or to print it.

6. The GaM codes for each component will be visible at the bottom of the Design page.

7. The automatically generated overall GaM code (Design stage only) will be visible in the ‘Summary’ tab. The overall GaM code is the code that will be recorded on the cover page of the I/CSP document (as submitted to the Executive Board).

8. If the GaM code is 0, 1 or 2, revisions must made to the I/CSP document so that gender, at least, is fully integrated. Guidance materials are available from the WFP Gender Toolkit. Technical assistance can be requested from your Regional Gender Adviser.

9. If the GaM code is 3 or 4, click on the ‘Submitted to the Country Director for approval’ button at the end of the Design page. The GaM code will then be reviewed and approved by the Country Director.

10. Regional Gender Advisors can ask questions by using the comments function on the right of the screen or offline. When questions are asked or comments made, it is essential that the question in the GaM platform that is being referred to is clearly stated.

GaM Design components

This section provides guidance for answering each question for each of the four GaM components. The question as it appears in the online platform is first listed and then instruction is provided on how to answer.

A GaM code will be automatically computed based on the answers to the questions.

Component – Gender and age Analysis

For information and guidance on gender and age analysis, see the ‘Gender Analysis’ section of the WFP Gender Toolkit.

1. Integrated throughout the planning document (ICSP, CSP) there is (select only the one that applies):

   A gender and age analysis
WFP Gender Office
Gender and Age Marker

A gender analysis
An age analysis
Gender and age analysis appears in some but not all applicable sections of the CSP document
There is no evidence of gender or age analysis in the CSP document

Review the draft I/CSP and determine if gender and age are taken into consideration in each relevant section of the document – or not.

Gender and age should be systematically analyzed throughout the I/CSP document, including the following sections:

- Country analysis – Country Context, Progress Towards SDG 2 (all subsections), Hunger Gaps and Challenges, Key Country Priorities
- Strategic implications for WFP – WFP’s Experience and Lessons Learned, Opportunities for WFP, Strategic Changes
- WFP Strategic orientation – Direction Focus and Intended Impacts, all applicable Strategic Outcomes and Outputs

Select ‘A gender and age analysis’ if the particular circumstances, needs, interests and priorities of the different women, men, girls and boys, of different ages, are documented and the activities and implementation are designed to equitably address their particular needs, interests and priorities.

For example, the I/CSP might indicate that older women in country X are particularly at risk of food insecurity because they do not own assets or sources of income of their own, while often caring for their grandchildren. In response, one of the CSP activities involves engaging women in asset creation activities and facilitating childcare services, while also linking to the school feeding activity.

Select ‘A gender analysis’ if the I/CSP document only refers to women, men, girls and boys without specifying their ages as per the WFP age categories: 0-23 months, 24-59 months, 5-11 years, 12-17 years, 18-59 years, 60+ years.

Select ‘An age analysis’ if the I/CSP document only refers to people of different ages, such as infants, youth, adults, elderly persons, without specifying their sex.

Select ‘Gender and age analysis appears in some but not all applicable sections of the CSP document’ if the particular needs, interests and priorities of the targeted women, men, girls and boys of different ages are described only in some sections of the CSP document, but not in all sections.

Select ‘There is no evidence of gender or age analysis in the CSP document’ if there is no description of the particular needs, interests and priorities of the women, men, girls and boys of different ages.

2. The sex and/or age groups analysed in the CSP are:

If you selected ‘There is no evidence of gender or age analysis in the CSP document’ for question 1, this question is hidden.

If you selected any other option for question 1, indicate the sex and/or age groups analysed in the I/CSP by selecting all the boxes that apply.

If the I/CSP document only contains beneficiary numbers for women, men, girls and boys, refer to COMET or other sources which have the breakdown of planned beneficiaries by the corporate age categories.

3. Please indicate in which paragraphs the gender and/or age analysis is presented. You can also further explain the reasons for the answers provided to question 1 and 2.

Write your response. If you do not write anything, the GaM code will not be computed. (You will receive an error message.)
4. **Does the planning document (ICSP, CSP) make explicit reference to partnering with women’s rights or gender equality entities?**

Select ‘Yes’ if there is an explicit mention of partnering with women’s rights or gender equality entities, such as the Ministry of Women’s Affairs, a national NGO or a local civil society organization. Reference to such partnerships is typically in the sub-section titled “Partnerships”. WFP partnerships should empower women, men, girls and boys and contribute to gender equality outcomes.

See the [Partnership](#) section of the WFP Gender Toolkit for further guidance.

5. **Does the planning document (ICSP, CSP) make explicit reference to gender-responsive monitoring?**

Select ‘Yes’ if the I/CSP contains the text “gender-responsive monitoring” in the sub-section titled “Monitoring and Evaluation Arrangements”.

See the [Monitoring](#) section of the WFP Gender Toolkit for information and guidance on gender-responsive monitoring.

6. **Does the planning document (ICSP, CSP) make explicit reference to monitoring the (positive and negative) impacts of implementation of I/CSP Activities by age of beneficiaries?**

Select ‘Yes’ if the I/CSP includes text that states that the positive and/or negative impacts of implementation of the I/CSP Activities on different age categories will be monitored.

See the [Monitoring](#) section of the WFP Gender Toolkit for information and guidance on gender-responsive monitoring.

7. **Is explicit reference made to gender inequalities as a risk to successful implementation of the I/CSP in the “Risk Management” section of the I/CSP document?**

Select ‘Yes’ if there is explicit mention of the risk to achievement of the strategic outcomes – and of achieving food security and nutrition – of not substantially addressing gender inequalities in the sub-section titled “Risk Management”.

8. **Is there a stated commitment to allocate resources to gender equality activities?**

Select ‘Yes’ if the I/CSP includes text stating that resources will be allocated to gender equality activities in the section on “Resources for results”.

For information and guidance on gender and budgeting, see the [Budgeting](#) section of the WFP Gender Toolkit.

9. **Does the “Exit and Transition Strategy” section of the I/CSP document include specific reference to advancing gender equality?**

Select ‘Yes’ if the I/CSP includes text stating that advancing gender equality is required for WFP to effectively exit and transition in the sub-section titled “Transition and exit strategies” (this is required because gender equality is a requirement for (sustained) food security and nutrition).
Component – Tailored Activities

10. The planned activities address inequalities related to:

- Gender and age
- Gender
- Age
- Neither gender nor age

Review the draft I/CSP and check if it is clear as to how the planned activities will address the identified gender and age-related inequalities. Evidence is likely to be found in the CSP sub-section titled “Beneficiary analysis”.

For example, to increase the secondary school completion rate for girls, as well as reduce the risk of girl marriage and teenage pregnancy, a school feeding activity may include take-home rations.

Select ‘gender and age’ if the planned activities clearly address the particular needs, interests and priorities of women, men, girls and boys of different ages; reducing gender and age inequalities.

Select ‘gender’ if the planned activities address the particular needs, interests and priorities of women, men, girls and boys; reducing gender inequalities, but with no consideration of age differences.

Select ‘age’ if the planned activities address the particular needs, interests and priorities of persons of different age groups, but without consideration of gender.

Select ‘neither gender nor age’ if the planned activities will not address the particular needs, interests and priorities of the different women, men, girls and boys and do not reduce gender and/or age inequalities.

For information and guidance on programme design, including gender equality activities, see the Programme Design section of the WFP Gender Toolkit.

11. For each I/CSP Activity, indicate which sex and/or age groups are targeted, by selecting all that apply in the table.

According to the text in the I/CSP document, indicate which – if any – sex and age groups are targeted by selecting the appropriate cells.

A table will appear for each CSP Activity entered.

12. Please indicate in which paragraph of the I/CSP document evidence of your response can be found. You can also further explain the reasons for the answers provided to questions 8 and 9.

Write your response. If you do not write anything, the GaM code will not be computed. (You will receive an error message.)

Component – Beneficiary Participation

13. Did Tier 1 – direct beneficiaries contribute to the design of the T/I/CSP?

WFP definition of Tier 1 - Direct beneficiaries: identifiable individuals who receive direct assistance from WFP, whether the activity is implemented by WFP or through cooperating partners. These transfers include food, cash-based transfers, non-food items and individual capacity strengthening (including goods and other non-food items delivered for capacity strengthening purposes). When WFP activities are implemented through a cooperating partner and where WFP is funding (fully or partly) these
activities, beneficiaries reached qualify as direct beneficiaries. (WFP Beneficiary Counting Guidance Note, 2018)

Select ‘Yes’ if the I/CSP itself or the associated NZHSR/CSR report mention that direct beneficiaries were consulted, and their opinions considered, during the design and drafting of the I/CSP.

For information and guidance on participatory programming, see the Stakeholder Analysis and Participation sections of the WFP Gender Toolkit.

14. If yes, what were the sex and age groups of the beneficiaries who participated in the design of the I/CSP?

According to the text in the I/CSP document or in the NZHSR/CSR report, indicate which – if any – sex and age beneficiary groups contributed to the design of the I/CSP by selecting the appropriate cells.

For example, the document might state that focus group discussions were held with adult women and men, either separately (only women and only men) or together (women and men).

15. Please indicate in which paragraph of the I/CSP document evidence of your response to questions 11 and 12 can be found. You can also further explain the reasons for your answers to question 11 and 12.

Write your response. If you do not write anything, the GaM code will not be computed. (You will receive an error message.)

Component – Benefits

16. Does the planning document (I/CSP) clearly describe the activities that will contribute to achieving gender equality?

Select ‘Yes’, only if the I/CSP document includes text that clearly states how the planned activities will contribute to gender equality. Evidence is likely to be found in the section titled “Strategic Outcomes, Focus Areas, Expected Outputs and Key Activities.

For example, an activity may involve partnership with a local civil society organization to support men in strengthening their nutrition and parenting knowledge and skills, and actively applying their learning in their households. A livelihoods activity may target women to reduce the economic inequalities associated with food insecurity.

For information and guidance on programme design, including gender equality activities, see the Programme Design section of the WFP Gender Toolkit.

17. If yes, indicate which sex and/or age groups will benefit from the activities that will contribute to achieving gender equality.

According to the text in the T/I/CSP document, indicate which – if any – sex and age groups will benefit from the activities designed to reduce gender inequalities by selecting the appropriate cells.

18. Please indicate in which paragraphs of the I/CSP document evidence of your response to questions 15 and 16 can be found. You can also further explain the reasons for the answers to questions 15 and 16.

Write your response. If you do not write anything, the GaM code will not be computed. (You will receive an error message.)
**GaM Design Codes**

The codes corresponding to each of the four GaM components are displayed in this section.

**Status**

In this section, the current stage of the GaM coding process is indicated – from draft to cleared by Headquarters.

Once the assigned country office employee has answered all the Design stage questions and is satisfied with the automatically generated code, s/he selects the button “Submitted to the Country Director for approval”.

The Country Director is notified – by an automatically generated email – that s/he needs to review and approve the submission. If the Country Director does not agree with the code generated, s/he selects “Draft” and the designated country colleague/s are notified (by an automatically generated email) that revisions are needed. If the Country Director confirms the entries, s/he selects “Submitted to the Regional Bureau for endorsement”.

Following his/her review and endorsement, the Regional Gender Adviser selects “submitted to Headquarters for clearance”.

Following its review and confirmation that the I/CSP meets the GaM 3 or 4 code criteria, the Gender Office selects “Cleared by Headquarters”.

**Monitoring**

**Elements**

1. There is a separate tab for each monitoring year (2019, 2020 etc.).

2. The summary page for each monitoring year lists the I/CSP Activities and the associated GaM codes. The text for the I/CSP Activities is automatically generated from the Design entries.

3. To complete the entries for the current year, it is necessary to click each I/CSP Activity and answer the questions. That is, the Monitoring questions must be answered for each I/CSP Activity – each year for the duration of the I/CSP.

4. Some questions are mandatory, while others are optional. The responses to the mandatory questions – including the questions that require the input of text – determine the GaM code for the I/CSP Activity. All mandatory questions must be answered for a GaM code to be calculated. Responding to the optional questions can strengthen understanding of how gender and age are being incorporated into the implementation of the I/CSP Activity.

5. A description of each component – gender analysis, tailored activities, beneficiary participation, benefits – is given at the introduction to the section. Explanations are given for some questions. To see an explanation, hover your computer mouse over the ‼ icon.

6. For the questions that ask you to explain your answer, you can (i) write summary sentences, and (ii) list the numbers of the relevant paragraphs in the supporting document(s). Do not copy and paste lengthy text from a document.

7. You can click ‘Save changes’ at any time.

8. When all the questions have been answered, make sure to click ‘Save changes’.
9. If you need to keep a record of a draft entries, select ‘Ctrl+P’ and save the page as a PDF document or print.

10. For each I/CSP Activity, the overall GaM code and GaM codes for each component can be seen at the bottom of the Monitoring page.

11. If the GaM Monitoring code for a CSP Activity is 0, 1 or 2, the Country Office may wish to identify actions to strengthen the integration of gender and age in implementation for the following calendar year. Guidance materials are available from the WFP Gender Toolkit. Technical assistance can be requested from the Regional Gender Advisers and Gender Office.

**GaM Monitoring components**

This section provides guidance for answering each question for each of the four GaM components. The question as it appears in the online platform is first listed and then instruction is provided on how to answer.

**Mandatory component – Gender Analysis**

1. **Throughout the CSP Activity documents:**

   Gender and age analyses are systematically integrated  
   Gender analyses are systematically integrated  
   Age analyses are systematically integrated  
   Gender and/or age analyses are included in some, but not all documents  
   No gender or age analyses are integrated

   From the applicable documents, identify the extent to which gender and age have been integrated into the documents on implementation of the Activity.

   Select ‘Gender and age analyses are systematically integrated’ if the particular circumstances, needs, interests and priorities of the targeted women, men, girls and/or boys, of different ages, are analysed and reported in all applicable documents.

   For example, a quarterly monitoring report might describe how women and men are accessing and using the food assistance provided as a CBT, as well as list the reasons for women prefer the conditional e-voucher and men the unconditional cash option.

   Select ‘Gender analyses are systematically integrated’ if the CSP Activity documents only refer to women, men, girls and boys without specifying their ages as per the WFP age categories: 0-23 months, 24-59 months, 5-11 years, 12-17 years, 18-59 years, 60+ years.

   Select ‘Age analyses are systematically integrated’ if the CSP Activity documents only refer to people of different ages, such as infants, youth, adults, elderly persons, without specifying their sex.

   Select ‘Gender and/or age analyses are included in some, but not all documents’ if the particular needs, interests and priorities of the targeted women, men, girls and/or boys of different ages are described only in some documents, but absent in other documents that provide information about the CSP Activity.

   Select ‘No gender or age analyses are integrated’ if there is no description of the particular needs, interests and priorities of the targeted women, men, girls and/or boys of different ages.

   For more information and guidance on gender and age analysis, see the ‘Gender Analysis’ section of the WFP Gender Toolkit.
2. The groups analysed are:

If you selected ‘No gender or age analyses are integrated’ for question 1, this question is hidden.

If you selected any other option for question 1, indicate the sex and/or age groups analysed in the supporting documents by selecting all the boxes that apply.

If the documents only contain beneficiary numbers for women, men, girls and boys, refer to COMET or other sources which have the breakdown of planned beneficiaries by the corporate age categories.

3. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to question 1 and 2.

Write your response. If you do not write anything, the GaM code will not be computed. (You will receive an error message.)

4. Person-related data in the CSP Activity documents are disaggregated by:

- Sex and age systematically
- Only sex systematically
- Only age systematically
- Neither sex nor age systematically
- Neither sex nor age at all

From CSP Activity documents, determine if data are systematically (i.e. always) presented by (i) sex and age, (ii) sex only, (iii) age only – or not. Where person-related data are sometimes disaggregated by sex and age, select ‘Neither sex nor age systematically’. Where person-related data are never disaggregated by sex and age, select ‘Neither sex nor age at all’.

For example, if data presented in a quarterly monitoring report are only disaggregated by sex, and/or only disaggregated in some sections, select ‘Neither sex nor age systematically’.

5. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to question 4.

Write your response. If you do not write anything, the GaM code will not be computed. (You will receive an error message.)

Optional component – Targeting

6. Complete the following table by entering the number of planned beneficiaries and the number of actual beneficiaries for this CSP Activity.

The objective of this question is to identify any issues that might have prevented WFP from reaching the targeted beneficiaries and understanding why.

Enter the number of planned and actual beneficiaries. The percentage will be automatically calculated.

7. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to question 6.

As question 6 is option, you can choose to write a response – or not.
Mandatory component – Tailored activities

8. The implemented activities addressed inequalities related to:

   Gender and age
   Only gender
   Only age
   Neither gender nor age

From the applicable documents, identify if implementation of the CSP Activity addressed the particular situations, needs, interests and priorities of the targeted women, men, girls and/or boys.

Select ‘Gender and age’ if implementation of the CSP Activity has addressed inequalities related to gender and age. For example, if women were found to have lower income because traditionally they do not engage into cooperatives, a FFA scheme should have provided them with literacy and financial skills, as well as facilitating the establishment of a formal association to access credit.

Select ‘Only gender’ if the activities addressed gender inequalities, for example by providing vocational training for women in non-traditional activities that enable them to earn an income and become economically self-sufficient.

Select ‘Only age’ if the activities addressed age inequalities; for example, offering specific training activities for elderly persons who care for orphan children.

If the activities did not address inequalities, select ‘Neither gender nor age’.

For information and guidance on integrating gender into implementation of activities, see the ‘Implementation’ section of the WFP Gender Toolkit.

9. Specify how the inequalities were addressed: what, who, when, where, how. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to question 8.

Provide sufficient information to substantiate the response option selected for question 8, highlighting key results.

Optional component – Gender-based violence

10. Did any activity address gender-based violence (GBV)?

Select ‘Yes’ if, in any of the CSP Activity documents, there are descriptions of activities that addressed gender-based violence. The activities could have been about preventing GBV, protection, access to justice or service provision.

For example, in a conflict context, food assistance may be provided to women who seek refuge in shelters; and or FFT (Food Assistance for Training) offered to boys at risk of being recruited as soldiers. In humanitarian context, SAFE stoves may be provided to women to reduce their risk of being subjected to sexual violence.

If ‘No’ is selected, question 11 will remain hidden.

Select ‘Not applicable’ if addressing GBV is not relevant, in any way, to the CSP Activity; such as UNHAS.

For information and guidance on gender-based violence, see the ‘Protection’ section of the WFP Gender Toolkit and the WFP GBV Manual.
11. Please indicate the focus of the GBV activities and target groups by marking the appropriate cells.

GBV activities can be about:
- prevention – awareness-raising, education, training, behaviour development, employment / livelihoods support
- protection – strengthening policies, legislation and legal awareness
- access to justice – policing, judicial (courts) reform, legal assistance/aid, restorative justice
- service provision – health, psycho-social, housing, livelihoods services.

For each GBV activity identified when answering question 10, indicate who the targeted groups.

12. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to questions 10 and 11.

Provide sufficient information to substantiate the responses to questions 10 and 11, including highlighting key results.

Optional component – Coordination & partnerships

13. Did implementation of this CSP Activity involve coordination with other entities?

Select ‘Yes’ if implementation of the CSP Activity involved coordination with other entities of any kind.

If the CSP Activity was solely implemented by WFP, select ‘No’. If ‘No’ is selected, question 14 remains hidden.

14. If “Yes”, which types of entities?

Select all the applicable types of entities that were involved in the implementation of the CSP Activity.

15. Did implementation of this CSP Activity involve partnering with women’s rights or gender equality entities?

Select ‘Yes’ if implementation of the CSP Activity involved partnership – formalised with a written agreement – with one or more women’s rights or gender equality entities. For example, the country may have partnered with the Ministry for Women’s Affairs to ensure that the social protection system is gender-responsive; or with an agricultural cooperative that focuses on the capacity strengthening and asset ownership of women smallholder farmers.

If ‘No’ is selected, the question 14 remains hidden.

16. If “Yes”, which types of entities?

Select all the applicable types of women’s rights or gender equality entities that were involved in the implementation of the CSP Activity.

For information and guidance on partnership, see the ‘Partnership’ section of the WFP Gender Toolkit.
Mandatory component – Beneficiary participation

17. Have Tier 1 (direct) beneficiaries participated in the implementation and/or monitoring of the CSP Activity?

Yes – in implementation and monitoring
Yes – in implementation only
Yes – in monitoring only
No – neither in implementation nor in monitoring

Select ‘Yes – in implementation and monitoring’ if the documents clearly state that direct beneficiaries were involved in implementation and monitoring of the CSP Activity and describe the nature of the involvement of the women, men, girls and/or boys. For example, a community committee may have been established to oversee implementation of a FFA (Food Assistance for Assets) project, with regular meetings held with participation of community members more broadly.

Select ‘Yes – in implementation only’ if Tier 1 beneficiaries participated in the implementation of the CSP Activity; such as in the distribution of food assistance.

Select ‘Yes – in monitoring only’ if Tier 1 beneficiaries were surveyed about their involvement in, and satisfaction with, the way the Activity was implemented and the results achieved.

Select ‘No – neither in implementation nor in monitoring’ if there is no indication in any of the documents that beneficiaries participated in the implementation or monitoring of the CSP Activity.

For information and guidance on involving beneficiaries in Activity implementation see the ‘Participation’ section of the WFP Gender Toolkit.

18. If "Yes", indicate the sex and/or age group of the beneficiaries who participated in the implementation and/or monitoring by completing the following table.

Select all the groups who participated, formally and informally, in the implementation and/or monitoring of the CSP Activity.

19. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to questions 17 and 18.

Provide sufficient information to substantiate the responses to questions 17 and 18, including highlighting the nature of the participation for women, men, girls and/or boys.

Optional component – Complaints and feedback mechanisms

20. For this CSP Activity, indicate if formal complaints and feedback mechanisms were in place throughout this reporting year, by selecting the applicable options.

Two or more complaints and feedback mechanisms were in place
One complaints and feedback mechanism was in place
No complaints and feedback mechanisms were in place

Select ‘Two or more complaints and feedback mechanisms were in place’ if two or more tools were put in place and were operation; for example, a telephone hotline and a box with paper and pencils at distribution or community centre.
21. Indicate the types of complaints and feedback mechanisms that were in place. (Select all that apply.)

Select the kinds of complaints and feedback mechanisms that were in place and operational.

21.1 If you selected “Other” for question 21, please specify (by describing the complaints and feedback mechanism).

22. Of the complaints and feedback received for this reporting year, indicate the proportion (%) received by women, men, girls and boys by completing the following table.

Indicate the percentage of complaints and feedback that were received from (i) women, (ii) men, (iii) girls, and (iv) boys.

23. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to questions 20, 21 and 22.

Provide sufficient information to substantiate the responses to questions 21 and 22. For example, the complaints and feedback mechanism could be described, along with how it was designed and used, and the information received acted upon.

Optional component – Accountability to affected populations

24. For this reporting year, indicate if CSP Activity information for the Tier 1 (direct) beneficiaries was tailored to the particular gender and age groups by selecting the appropriate response.

Information was tailored by gender and age group
Information was tailored by gender
Information was tailored by age
Information was not tailored systematically
Information was not tailored

Select ‘Information was tailored by gender and age group’ if information about the CSP Activity was adapted to the particular languages, literacy levels, abilities and mobility of the diverse women, men, girls and/or boys targeted by the CSP Activity; for example, through radio announcements to reach women or text messages or community meetings held at times and in locations accessible to women and to men.

Select ‘Information was tailored by gender’ if information was communicated in ways to ensure that the targeted women, men, girls and/or boys would receive and understand the messages about the CSP Activity.

Select ‘Information was tailored by age’ if information was communicated in ways to ensure that the beneficiaries of different ages would receive and understand the messages about the CSP Activity. For example, information about food assistance could be provided through radio announcements so that older persons who did not receive a formal education (and so are illiterate) know about the CSP Activity; or nutrition messages can be designed in a way that engage children.

Select ‘Information was not tailored systematically’ if information was tailored for some, but not all, elements of the CSP Activity.

Select ‘Information was not tailored’ if the same information was communicated to women, men, girls and boys, of varying ages, in the same way.
25. If information about the activities was tailored by sex and/or age, indicate for which groups.

Indicate the sex and/or age groups for which information was tailored.

Mandatory component - Benefits

26. Has implementation of this CSP Activity contributed to gender equality results?

Yes  
No

Select ‘Yes’ if the CSP Activity documents specify what gender equality results were achieved.

For example, a CSP Activity may have increased (i) the share of the care of children – their nutritional well-being – by men; or (ii) women smallholder farmers access to productive assets; or (iii) women’s leadership in a refugee camp management committee.

Select ‘No’ if no gender equality results are described in the CSP Activity documents.

For information and guidance on how to design and implement gender-transformative intervention, see the ‘Gender in Programming’ section of the WFP Gender Toolkit.

27. If “Yes”, who were the Tier 1 (direct) beneficiaries of the gender equality results?

Select all the sex and/or age groups that benefitted from the gender equality results, as reported in the CSP Activity documents.

28. Please indicate in which paragraphs of which documents evidence of your response can be found. You can also further explain the reasons for the answers provided to questions 26 and 27

Provide sufficient information to substantiate the responses to questions 26 and 27, including highlighting the key results.

Optional component – Satisfaction

29. Were beneficiaries consulted about their level of satisfaction with the benefits of this CSP Activity?

Yes  
No  
Not applicable

Select ‘Yes’ if beneficiaries – women, men, girls and/or boys – were consulted about their level of satisfaction with the results / outcomes of the CSP Activity; such as through online or in-person surveys, telephone calls, in-person meetings, focus groups discussions, interviews or household visits.

Select ‘Not applicable’ only for activities that do not involve Tier 1 (direct) beneficiaries, such as UNHAS.
30. If “Yes”, indicate the percentage of consulted Tier 1 (direct) beneficiaries who were satisfied or not satisfied with the benefits of this CSP Activity by completing the following table.

For each group surveyed, enter the percentage that were satisfied with the benefits – outputs, results, outcomes – of the CSP Activity.

31. Please indicate in which paragraphs of which documents the gender analysis is presented. You can also further explain the reasons for the answers provided to questions 29 and 30.

Provide sufficient information to substantiate the responses to questions 29 and 30, such as by describing what aspects of the CSP Activity the women, men, girls and/or boys found beneficial.

Optional component – Problems, challenges, unintended impacts

32. Were any challenges encountered in achieving gender equality results for this CSP Activity?

- Yes
- No
- Not applicable

Select ‘Yes’ if there were any problems, challenges, resistance, obstacles, push back or issue that prevented or limited implementation of the CSP Activity such that the intended gender equality results were not, or not fully, achieved.

Mark ‘Not applicable’ if the CSP Activity did not address gender inequalities

33. If “Yes”, summarise the challenges and/or problems encountered.

Briefly describe what challenges were encountered. For example, men may have expressed resentment towards women because women were targeted for food assistance (following a participatory gender analysis that identified inequalities that were undermining women’s food security and nutrition); or it may have been difficult to recruit women monitoring offices because of the need to travel to remote locations in conflict contexts (with high risks of sexual violence); or if local men leaders resisted the inclusion of women in food assistance committees; or if the nutrition social and behaviour change communication did not adequately engage men.

34. If “Yes”, summarise the measures that were taken, or are planned, to address problems and/or challenges.

If challenges and/or problems were encountered, summarise the actions that were taken to minimise or redress the barriers encountered. For example, women and men monitors could be paired to cover particular areas of CSP Activity implementation; or a quota for women’s participation could have been established for the food assistance committees, couple with sensitization sessions for local leaders on the value of diversity in leadership.

35. Did implementation of this CSP Activity result in any unintended impacts for Tier 1 (direct) beneficiaries?

- Yes
- No

Select ‘Yes’ if the implementation of this CSP Activity resulted in unintended impacts for Tier 1 (direct) beneficiaries. For example, following participation in an FFT project for smallholder farmers, the women
smallholder farmers established a cooperative to sell their surplus production; or men who participated in a school feeding programme as cooks, increased their share of household chores.

36. If "Yes", complete the following table:

Indicate if the unintended impacts were positive or negative and if they affected women, men, girls and/or boys. If there were unintended impacts but there is no information on who was affected, select ‘Sex not specified’.

37. Summarize the unintended impacts (positive or negative), for the women, men, girls and/or boys (as applicable).

Provide information about the unintended impacts, including stating who was impacted (which women, men, girls and/or boys), how they were impacted and why they were impacted.

**GaM Monitoring codes**

The overall GaM code for the CSP Activity, as well as the codes corresponding to each GaM component, are displayed in this section.

**Status**

In this section the status of the coding of the CSP Activity is displayed.

Once the person assigned responsibility for completing the GaM Monitoring has answered all the questions and is satisfied with the code, s/he selects the button “Submitted to the Country Director for approval”.

The Country Director is notified – by an automatically generated email – that s/he needs to review and approve the entries. If the Country Director does not agree with the entries and/or GaM M codes, s/he clicks “Draft” and the designated colleague is notified that revisions are required. If the Country Director is in agreement with the entries and codes, s/he clicks “Approved by the Country Director”.