Gender Programming Checklist

Non-Food Items (NFIs) Issues

Analyze gender differences	♦ Gather information from women, girls, boys and men about family structures and NFI needs based on age and sex; set up the distribution system accordingly.
Design services to meet needs of all	♦ Issue family entitlement cards and ration cards in the names of the primary female and male household representatives. ♦ Provide at least two sets of clothing to women, girls, boys and men in correct size and appropriate to culture, season and climate. ♦ Ensure access to a combination of blankets, bedding or sleeping mats for warmth and to enable separate sleeping arrangements as required. ♦ Ensure women and girls are provided sanitary materials and hygiene kits, including soap and underwear. ♦ Provide training or guidance on use of NFIs where necessary.
Ensure **A**ccess for all	♦ Routinely monitor who is employed to help with distributions to ensure gender balance in employment, and that those who help with distribution are paid and that women and men benefit equally. ♦ Promptly address obstacles to equal access and benefits.
Ensure equal **P**articipation	♦ Involve women and men in planning and implementing NFI selection and distribution. ♦ Ensure women and men are informed and aware of their individual entitlements, the quantity and variety of items they should receive, and the place, day and time of distribution.
Train all equally	♦ Ensure an equal number of women and men are employed in NFI distribution programmes and have equal access to trainings.

and

Address gender-based violence	♦ Ensure both women and men participate in identification of safe and accessible distribution sites. ♦ Monitor distribution sites to ensure they are safe and accessible.
Collect, analyze and report programme monitoring data	♦ Routinely collect, analyze and report on sex- and age-disaggregated data on programme coverage.
Target actions based on analysis	♦ Develop and implement plans to address any inequalities and ensure access and safety for all of the target population.

Collectively coordinate actions	♦ Ensure that actors involved with NFIs liaise with actors in other areas to coordinate on gender issues, including participating in regular meetings of the gender network. ♦ Ensure the NFIs areas of work have a gender action plan and routinely measure project-specific indicators based on the checklist provided in the *Inter-Agency Standing Committee Gender Handbook*. ♦ Work with other sectors/clusters to ensure gender-sensitive humanitarian programming.