



## Femin-ICT | Gender mainstreaming self-assessment tool guidelines

### What is the Gender Mainstreaming Assessment Tool?

This diagnostic tool will help you assess your organization's performance in 7 key areas and identify and define areas for future opportunities and focus. The tool is for your organization's internal review only.

### How does it work?

The tool is organized based on the 7 key areas, as laid out in the FEMIN-ICT methodology. The questions under each key area can be turned into goals and guidelines designed to help you assess gender equality in different aspects of your company. This self-assessment will provide you with an initial look at how your company and/or team is performing, and identify areas of strengths and areas needing improvement. The relevance and importance of each key element will vary for each company depending on the industry and type of operation involved.

### How do I use the rating system?

Each key element has a space next to it where you can rate your organization's implementation of that element on a scale of Fully-Not at all implementation. The rating categories are defined as follows:

#### Rating Categories

##### **0-5 | Full Implementation (Fully)**

Policy and implementation plan in place, widely accepted and utilized.

##### **6-11 | Partial Implementation (Partially)**

Policy and implementation plan in place, but not yet widely accepted or utilized.

##### **12-16 | No implementation (Not at all)**

No policy or plan in place; need information to get started.

### Who can use this tool?

This tool is not intended to be completed by just one person, as different people will bring in different perspectives.

It needs to be the product of teamwork and not represent one person's views, and most importantly, experiences.

