**“Organizations with principles”**

What does it mean to comply with sustainable development principles, gender equality and good governance for a NGO? What do we understand by putting them in force correctly and continuously? We suggest three simple tools amid any non-governmental organization can control and enhance the daily activity in order to fall into the “organization with principles” standard.

**Gender equality**

1. ASPECTS REGARDING THE ORGANISATION
2. **Are women included in the decision-making groups within the organization at a minimum rate of 40 %?**

The positive response indicates the balance (40 % - 60 %) regarding the proportion in which women and men are found in decision-making structures of the organization, thus having access to decision-making processes (depending on the way of organizing as well as the hierarchical structure of each organization, the management team will be analysed, e.g. Board/Board of Directors, Executive President/Executive Director, etc.)

Please tick the option that reflects the organization situation.

Yes No

1. **Is the principle of gender equality encountered as a transversal principle in the mission, strategy, statute and intern policies of the organization?**

The positive response reflects the formal existence, in the organization’s files (mission, strategy, statute), commitment in promoting the gender equality at all levels: regarding the representation (in the management structures, execution and operational structures, personnel structures, of target-groups and beneficiaries etc.), the allocated resources (financial resources, material, time, space, etc.), internal policies (e.g. the personnel policy includes provisions related to notification of sexual harassment situations at the workplace) problems approached and activities undertaken to solve them (approach of issues which affect mainly women and find appropriate solutions to address these problems; e.g. if the organization’s beneficiaries are represented by people with disabilities, there are specific objectives related to the vulnerability of women with disabilities to multiple discrimination or gender violence) etc.

Please tick the option that reflects the organization situation.

 Yes Partial No

1. **Is there gender expertise within the organization or it is used the expertise of relevant organizations you collaborate with?**

The positive response reflects the existence within the organization of people who have received formation on gender equality (programs and training in the field, master profile, experience in the field, etc.), or fulfilling the need from the organization of gender expertise through formal or informal collaboration with organizations specialized in this field.

 Please tick the option that reflects the organization situation.

 Yes No

 **4. Do you perform annually a gender impact assessment at the activity and organization programs level?**

The positive response reflects the performance of an assessment of the gender impact, respectively the examination in a formal way and using dedicated tools, of the activities, projects and programs of the organization in order to understand how their implementation had influenced men and women (direct and indirect beneficiaries) and if they have been influenced differently, for example disadvantaging women.

Please tick the option that reflects the organization situation.

 Yes No

1. **Do you adapt the environment, working conditions and the organizational culture to the different women‘s needs from the team?**

The positive response reflects the fact that the organizational environment takes into account the needs and the range of challenges that hired women may face at work and that the organization takes concrete steps to mitigate the negative impact they could have on women: prevents gender discrimination and sexual harassment as well as enhances procedures for proper management, avoiding spreading of gender stereotypes, attributes fair value of women’s work and respects the principle of equal remuneration for same work value, be aware of social and multiple cultural roles which women can have (e.g. mother, main person caring the different members of the family etc.) and so be able to decide ( e.g. sets work meetings only during the formal schedule and the insurance that they are not extended, enabling the benefice of demanding for flexible work etc.)

 Please tick the option that reflects the organization situation.

 Yes No

1. ASPECTS REGARDING THE PROJECT
2. **Are women included at the level management, roles distribution and resources in the project implementation team at a minimum rate of 40 %?**

The positive response indicates a balance in terms of the proportion in which women and men are found in decision-making structures in the project, thus having access to decision-making processes; it also indicates that the roles which men and women fulfil in the project are assigned fair values ​​and rewards.

Please tick the option that reflects the organization situation.

 Yes No

1. **In your project implementation process are you aware of the differences and the specific needs of the women/girls respectively men/boys beneficiaries?**

The positive response indicates that there is a good understanding of the needs and specific challenges faced by women/girls respectively men/boys, beneficiaries of the project, including their causes, factors that influence and perpetuate (this may involve including collecting relevant data, segregated, gender sensitive, contacting organizations and/or individuals with expertise that can provide adequate data etc.).

 Please tick the option that reflects the organization situation.

 Yes No

1. **When you draft a project proposal, do you take into account the gender impact over beneficiaries and communities?**

The positive response indicates the fact that, in the framework of the project, there are explicitly formulated activities addressed to the specific needs and challenges with which women/girls, respectively men/boys are coping with. The project also foresees the generation of sustainable and positive outcomes for women/girls or men/boys. In this category are encompassed inclusively projects that support women/girl and men/boys with special needs, who are discriminated, disadvantaged or develop specific services for women/girls and men/boys or more equitable relationships between them.

Please tick the option that reflects the organization situation.

 Yes No

**9. Do you conform to the principle “Nothing for women without women”?**

The positive response indicates the fact that in the whole endeavour of writing and project planning, where there are beneficiary target groups and women, they were involved in identifying the need whom the project responds, to identify activities suitable in order to cater to the identified need, also they will be involved in the later stages of implementation and evaluation of the project, in case of it will be funded.

Please tick the option that reflects the organization situation.

 Yes No

1. **Do you realize monitoring and gender impact assessment in all of your project activities?**

The positive response indicates that the instruments and stages of evaluation and monitoring planned in the project take into account gender issues, examining possible differences in how the project has impacted on women or men beneficiaries to achieve the objectives proposed, involving women directly monitoring and evaluation processes and involving people with gender expertise as monitors/evaluators.

Please tick the option that reflects the organization situation.

 Yes No