



GUIDELINES FOR ESTABLISHING AND MANAGING EQUALITY AND INCLUSION TECHNICAL WORKING GROUP (EITWG)



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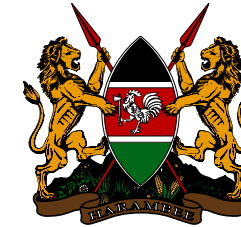
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List of Acronyms

COG	-	Council of Governors
CGSWG s	-	County Gender Sector Working Groups
DFID	-	Department for International Development
EITWG	-	Equality and Inclusion Technical Working Group
ECOSOC	-	Economic and Social Council
EIGE	-	European Institute of Gender Policy
GBV	-	Gender Based Violence
CC&IOs	-	Constitutional Commissions and Independent Offices
IGCF	-	Intergovernmental Gender Coordination Committee
MDA	-	Ministries, Departments and Agencies
NDI	-	National Democratic institute
NGEC	-	National Gender and Equality Commission
NTWG	-	National Technical Working Group
PWDs	-	Persons with Disabilities
SIGs	-	Special Interest Groups
UN	-	United Nations
UK	-	United Kingdom

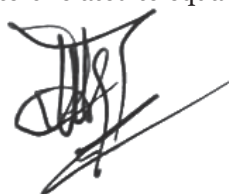
Foreword

In March 2013, the National Gender and Equality Commission (NGEC) in fulfilment of its functions that include among others to, 'co-ordinate and facilitate mainstreaming of issues of gender, persons with disability and other marginalised groups in national development and to advise the Government on all aspects thereof', inaugurated establishment of a National Technical Working Group on Gender-Based Violence (NTWG-GBV). The NTWG-GBV was to, among other things, support the Commission in addressing matters of violence against women and girls, representation of women in decision making and compliance of the State with Constitutional requirements on not more than two-thirds gender principle, as well as to promote greater participation of women peacemaking and security. This NTWG-GBV received significant support from UN agencies, development partners, non-state actors and Government ministries and agencies. Over time, the NTWG-GBV made significant progress on wide range of issues on GBV response, prevention and management including establishment of County GBV Technical Working Groups in 20 counties and installation of a robust county based accountability framework for Gender Based Violence (GBV).

In 2018, the Commission made a policy decision to address more comprehensively issues of gender equality and inclusion through well-coordinated National and County Level Equality and Inclusion Technical Working Groups. The mandate of the GBV Technical Working Groups was therefore widened to cover all issues of equality and inclusion for special interest groups (SIGs) including women, youth, persons with disability (PWDs), children, youth, older members of society, minority and marginalized groups. The title of County Gender Based Violence Technical Working Groups was also changed to Equality and Inclusion Technical Working Groups (EITWG). Consequently, the Commission relaunched and strengthened these groups to embrace the enhanced mandate. The Commission is in the process of establishing the EITWG in the remaining counties.

The EITWG are designed to act as vehicles of monitoring progress that the National and County governments are making in promoting gender equality and freedom from discrimination with a focus on the SIGs. Further the working groups are expected to identifying emerging drivers of exclusion and develop County specific accountability framework to ensure SIGs rights are protected and promoted. It is against this background, that the Commission developed these Guidelines for establishing and managing Equality and Inclusion Technical Working Group.

The Guidelines were formulated through an intensive participatory process and it is my hope that County EITWG that are already operational and those that NGEC intends to establish will find them useful in guiding on either the establishment or management of the EITWG. I am also hopeful that the EITWG shall, where necessary, customize the Guidelines to suit contexts and needs. With the help of these Guidelines, I look forward to all 47 county governments having robust functional Equality and Inclusion Technical Working Groups to coordinate and monitor all matters related to equality and inclusion for SIGs.



DR. JOYCE M. MUTINDA (PhD)
CHAIRPERSON

Acknowledgements

The National Gender and Equality Commission's (NGEC) mandate is the promotion of gender equality and freedom from discrimination. The mandate is so complex and multi-dimensional and for successful implementation, NGEC through the national and county governments involves multiple agencies and actors to steer the agenda. The agencies and actors under the leadership of both National and County Government forms a working group that bring together agencies with greatest responsibility of driving equality and inclusion in the communities to among other set priority issues, develop strategies for addressing inequalities among most vulnerable populations and collate evidence and data to support elimination of exclusion and closure of gender gaps.

These guidelines for establishing and managing equality and inclusion working group are developed with an objective of supporting the County and National Government agencies and department working in the counties to establish and manage a functional technical working group designed to reduce social exclusions and discrimination of women, youth, children, persons with disabilities, older members of society, minorities and marginalized groups. The Guidelines will no doubt help the duty bearers engage these special interest groups for meaningful participation in the national and county development agenda.

I wish to appreciate the financial support from the National Democratic Institute (NDI) that was used to facilitate NGECs consultation with County Governments and National Government Officers at the sub-national level on the scope and contents of these Guidelines. The consultations were held in Baringo, Kwale, Siaya and Garissa County. I also wish to acknowledge the generous financial support from the United Kingdom (UK) Department of International Development (DFID) through the REINVENT Program that were used to publish these Guidelines.

Finally, my special gratitude to the NGEC Chairperson and convener of the NGEC regional offices, Dr. Joyce Mutinda for her guidance in the development process of these Guidelines. I also wish to acknowledge all the staff who took part in the review and in the County Consultations.



BETTY SUNGURA-NYABUTO, MBS
COMMISSION SECRETARY/CEO

Definition of Terms

Affirmative action: Includes any measure designed to overcome or ameliorate an inequity or the systematic denial or infringement of a right or fundamental freedom

Child: Means an individual who has not attained the age of eighteen years

Disability: Article 260 of the Constitution of Kenya defines disability as any physical, sensory, mental, psychological or other impairment, condition or illness that has, or is perceived by significant sectors of the community to have a substantial or long-term effect on an individual's ability to carry out ordinary day to day activities.

Discrimination: is defined as affording different treatment to different persons attributable wholly or mainly to their respective descriptions on basis of the race, sex, pregnancy, marital status, health status, ethnic or social origin, colour, age, disability, religion, conscience, belief, culture, dress, language or birth.

Equity: According to the European Institute of Gender Equality (EIGE), equity is about fairness and justice. Gender equity is the provision of fairness and justice in the distribution of benefits and responsibilities between women and men. The concept of gender equity recognizes that women and men have different needs and power and that these differences should be identified and addressed in a manner that rectifies the imbalances between the sexes. This may include equal treatment, or treatment that is different but considered equivalent in terms of rights, benefits, obligations and opportunities.

Equality: Equality is about ensuring that every individual has an equal opportunity to make the most of their lives and talents. It is also the belief that no one should have poorer life chances because of the way they were born, where they come from, what they believe, or whether they have a disability. Equality recognizes that historically certain groups of people with protected characteristics such as race, disability, sex and sexual orientation have experienced discrimination. Equality is not always about treating everyone the same. It is about treating people in such a way that the outcome for each person can be the same.

Gender: means the social definition of women and men among different communities and cultures, classes, ages and during different periods of history.

Gender equality is achieved when women and men enjoy the same rights and opportunities across all sectors of society, including economic participation and decision-making, and when the different behaviors, aspirations and needs of women and men are equally valued and favored. Gender equality is measured by looking at the representation of men and of women in a range of roles including among others in decision making, in agriculture, access to health among.

Gender mainstreaming: Means ensuring that the concerns of men and women form an integral dimension of the design of all policies, laws and administrative procedures including budgeting, and budget implementation, and the monitoring and evaluation of programs implementing such

policies, laws and administrative procedures in all political, economic and societal spheres so as to ensure that women and men benefit equally and that inequality is not perpetuated

Marginalized Group: a group of people who, because of laws or practices before, on, or after the effective date, were or are disadvantaged by discrimination on one or more of the grounds in Article 27 (4)

Marginalized Community:

- (a) community that, because of its relatively small population or for any other reason, has been unable to fully participate in the integrated social and economic life of Kenya as a whole;
- (b) a traditional community that, out of a need or desire to preserve its unique culture and identity from assimilation, has remained outside the integrated social and economic life of Kenya as a whole;
- (c) an indigenous community that has retained and maintained a traditional lifestyle and livelihood based on a hunter or gatherer economy; or
- (d) pastoral persons and communities, whether they are— (i) nomadic; or (ii) a settled community that, because of its relative geographic isolation, has experienced only marginal participation in the integrated social and economic life of Kenya as a whole;

Older member of society: As defined in Article 260 of the Constitution of Kenya. Means a person who has attained the age of sixty years and whose specific rights are provided in Article 57 of the Constitution of Kenya.

Sex: This refers to the biological differences between males and females, such as the genitalia and genetic differences.

Social inclusion: The World Bank defines social inclusion as the process of improving the terms on which individuals and groups take part in society including improving the ability, opportunity, and dignity of those disadvantaged on the basis of their identity. In every country, certain group including Indigenous Peoples, or other minorities face barriers that prevent them from fully participating in their nation's political, economic, and social life. Through practices such as stereotypes, stigmas, and superstitions based on gender, race, ethnicity, religion, sexual orientation and gender identity, or disability status such groups are often excluded from mainstream development. Such practices deny disadvantages groups dignity, security, and the opportunity to lead a better life.

Youth: As defined in Article 260 of the Constitution of Kenya. Means the collectivity of all individuals in the Republic who— (a) have attained the age of eighteen years; but (b) have not attained the age of thirty-five years.

1.0 Introduction

The National Gender and Equality Commission (NGEC) is a Constitutional Commission established by the National Gender and Equality Commission Act. No. 15 of 2011 pursuant to Article 59 (4) & (5) of the Constitution of Kenya, 2010. The Commission's mandate is to promote gender equality and freedom from discrimination for all people in Kenya with focus on special interest groups, which include: women, children, youth, persons with disability (PWDs), older members of society, minority and marginalized groups.

The Commission co-ordinates and facilitates mainstreaming of issues of women, persons with disability, youth, children, the elderly and other marginalized groups in National development. The functions of the Commission as provided in Section 8 of the National Gender and Equality Commission Act 2011, are to;

- (a)** promote gender equality and freedom from discrimination in accordance with Article 27 of the Constitution;
- (b)** monitor, facilitate and advise on the integration of the principles of equality and freedom from discrimination in all national and county policies, laws, and administrative regulations in all public and private institutions;
- (c)** act as the principal organ of the State in ensuring compliance with all treaties and conventions ratified by Kenya relating to issues of equality and freedom from discrimination and relating to special interest groups including minorities and marginalized persons, women, persons with disabilities, and children;
- (d)** co-ordinate and facilitate mainstreaming of issues of gender, persons with disability and other marginalized groups in national development and to advise the Government on all aspects thereof;
- (e)** monitor, facilitate and advise on the development of affirmative action implementation policies as contemplated in the Constitution;
- (f)** investigate on its own initiative or on the basis of complaints, any matter in respect of any violations of the principle of equality and freedom from discrimination and make recommendations for the improvement of the functioning of the institutions concerned;
- (g)** work with other relevant institutions in the development of standards for the implementation of policies for the progressive realization of the economic and social rights specified in Article 43 of the Constitution and other written laws;
- (h)** co-ordinate and advise on public education programs for the creation of a culture of respect for the principles of equality and freedom from discrimination;
- (i)** conduct and co-ordinate research activities on matters relating to equality and freedom from discrimination as contemplated under Article 27 of the Constitution;
- (j)** receive and evaluate annual reports on progress made by public institutions and other sectors on compliance with constitutional and statutory requirements on the implementation of the principles of equality and freedom from discrimination;
- (k)** work with the National Commission on Human Rights, the Commission on Administrative Justice and other related institutions to ensure efficiency, effectiveness and complementarity in their activities and to establish mechanisms for referrals and collaboration in the protection and promotion of rights related to the principle of equality and freedom from discrimination;
- (l)** prepare and submit annual reports to Parliament on the status of implementation of its obligations under this Act;
- (m)** conduct audits on the status of special interest groups including minorities, marginalized groups, persons with disability, women, youth and children;
- (n)** establish, consistent with data protection legislation, databases on issues relating to equality and freedom from discrimination for different affected interest groups and produce periodic reports for national, regional and international reporting on progress in the realization of equality and freedom from discrimination for these interest groups;
- (o)** perform such other functions as the Commission may consider necessary for the promotion of the principle of equality and freedom from discrimination; and
- (p)** perform such other functions as may be prescribed by the Constitution and any other written law.

The Commission implements its constitutive functions through Strategic Plans and Annual Work Plans. The Commission is currently implementing its 2019-2024 Strategic Plan which among other things envisions the establishment of Equality and Inclusion Technical Working Groups (EITWG) to facilitate the integration of the principles of equality and freedom from discrimination particularly as they relate to the special interest groups in national and county development agenda.

The EITWG shall be formed at the County Government level with possibilities of establishing similar structures at the Sub-County levels. The EITWG are designed to deal with all matters of equality and inclusion pertaining to all special interest groups including women, children, youth, persons with disabilities (PWDs), older members of society, minority and marginalized groups (refer to definition of terms). The groups shall be guided by the national and county priorities established in the development blue prints including Vision 2030, the Big Four Agenda, the Africa agenda 2063 and the International Sustainable Development Goals.

The EITWG shall be the umbrella body that coordinates equality and inclusion matters of the special interest groups at any level of Government. At the County level the EITWG can establish sectoral or thematic committees that set the agenda for various special interest groups or broadly are responsible for mainstreaming Gender, Youth, Persons with Disabilities (PWDs), Children, older members of society, Minority and Marginalized groups into specific development agenda.

To facilitate establishment of comprehensive and functional EITWG, and to effectively manage such structured groups, the Commission has prepared these standard guidelines for use at any level of existence of such EITWG. The County Government and where appropriate the national government agencies are free to further adapt these Guidelines to suit their particular needs and context.

1.1 The Structure of the Guidelines

The Guidelines consist of seven (7) main sections. The first section provides a background about the Equality and Inclusion Technical Working Groups. Section two (2) provides the objectives of the EITWG, while section three (3) states the key principles formation and management of the EITWG shall apply. Section four (4) gives the structure and membership of the EITWG while the scope of work of the working group is enumerated in section 5. Under section 6 and 7 the Guidelines cover the main responsibilities of the lead agencies and members of EITWG respectively.

2.0 Objectives of the Equality and Inclusion Technical Working Group

2.1 Broad Objectives

- a) To support a comprehensive and coordinated approach to managing equality and inclusion of special interest groups in all spheres of life.
- b) To contribute to a shared vision, integrated strategies and approaches among stakeholders to better address issues of equality and inclusion.
- c) To improve coordination and cooperation of agencies dealing with equality and inclusion of the most vulnerable groups. Such cooperation and coordination shall harness synergies in programming, monitoring and auditing of equality and inclusion initiatives led or co-led by Government agencies, national and international non- state actors, private sector, philanthropic agencies and individuals within a given area.

2.2 Specific Objectives

- a) To build collective capacity and effectiveness of actors working on programs about special interest groups through among others regular meetings and critical review of data.
- b) To reinforce and facilitate access to information and data on all aspects pertaining to special interest groups including status, services made available, and participation.
- c) To coordinate the safe, ethical collection and analysis of data on special interest groups through coordinated information management systems and assessments. The EITWG shall be responsible for collating administrative and official statistics data available on matters of equality and inclusion.
- d) To work with other sectors to integrate issues of special interest groups in their programming and mitigate any related risks.

3.0 Principles

When forming and managing EITWG, the following guiding principles shall apply:

3.1 Impartiality

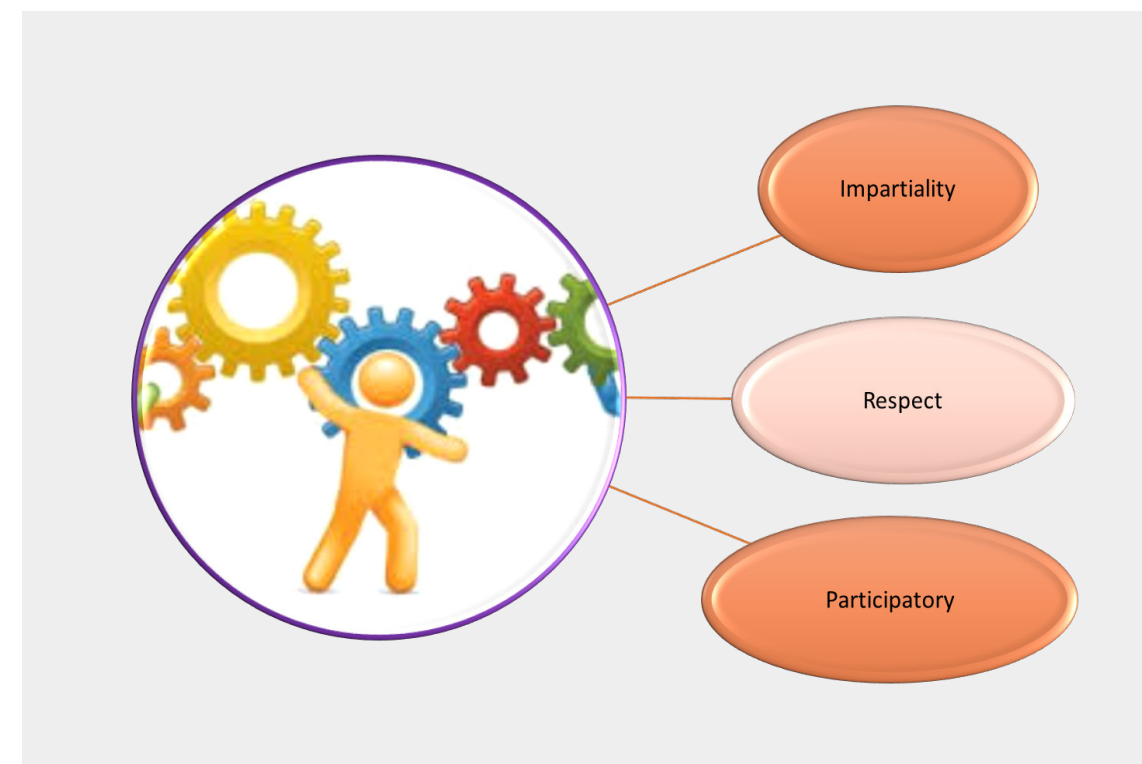
This refers to the non-discrimination on the basis of nationality, race, religious belief, political views, sexual orientation, social or other status as provided for in Article 27 of the Constitution of Kenya, 2010.

3.2 Participatory

This refers to ensuring, to the greatest extent possible, consultation with all members of the community including women, children (girls and boys), men, PWDs, youth and older people throughout the programming cycle. In applying this principle an affirmative action shall apply to most vulnerable groups and persons most left behind in the development agenda including, women, youth, PWDs, older members of society, children, minority and marginalized groups.

3.3 Respect

All actors shall respect the principles of equality, inclusion, intergovernmental relations framework and Schedule 4 of the Constitution of Kenya, 2010 on distribution of functions between National and County Governments. The principles are illustrated in the following diagram



4.0 Structure and Membership of the Equality and Inclusion Technical Working Group

The setting up of the Equality and Inclusion Technical Working Group has to be facilitated to ensure a holistic, multi-sectoral and sustainable approach to management of all activities related to the special interest groups.

4.1 Coordination

Equality and Inclusion Technical Working Group will be established and hosted within the most relevant department of the County Government and the National Government as may be determined from time to time. However, department(s) responsible for coordination, development, planning or more especially social development department responsible for gender, youth, children, older members of society or any other special interest groups is highly recommended. Each County Government shall designate the office to host the EITWG while in the National Government, through the office of the County Commissioner shall host the coordination mandate.

The EITWG shall be facilitated by both levels of government but within the provisions of the Intergovernmental Gender Coordination Framework (IGCF) to conduct their business including designating operational staff and meeting rooms. From time to time, support may also be obtained from the members of the working groups.

4.2 Membership

Membership of the EITWG shall be open to critical agencies and departments within the County with greatest responsibility of mandate and functions on equality and inclusion. Such agencies include ministries and department of Health, Education, Labor, Children Services, Social Services, youth services, Judiciary, Office of the Director of Public Prosecution, Probation, Police Service, interior coordination and Prisons drawn from both County Government and National Government as appropriate and as guided by Schedule 4 of the Constitution of Kenya, 2010. These agencies shall constitute tier 1 of duty bearers as actors responsible for the delivery of services to special interest groups.

The membership shall also consist of agencies largely involved in social accountability programming, delivery of services to special interest groups, and agencies that compliment Government effort in ensuring reduced inequalities and social exclusions. These include representatives of the Civil Society Organizations (International and National NGOs, Community Based Organizations, Faith Based Organizations) working in the County and or at Sub-county level; the Private Sector Organizations including cooperatives/farmers groups, professional/students organizations, security committees, elders/traditional institutions, UN, international humanitarian and development agencies, as identified by the County Government, departmental head hosting the EITWG. Human rights institutions, Commissions and independent offices shall be members. NGECE shall provide the necessary technical support and where it has established offices and when required may provide secretarial services to support the two level of government. Due to logistical and space issues, the specific membership of the EITWG shall be determined by the host County Government and the arm of the National Government responsible for chairing coordination function.

4.3 The Chair and Co-Chair of EITWG

The EITWG shall be chaired/co-chaired by the County Commissioner or their representative and the responsible County Executive Committee Member or their representative. The Vice-chair shall be drawn from the non-state actors and shall be nominated during the first sitting of the EITWG. The responsible County Executive Committee member shall be the link between the EITWG and the County Government, while the County Commissioner will be the link to the National Government. The responsible department within the County Government shall provide the secretarial services. However, where NGECE has established an office, it shall provide the secretarial services. In all cases, NGECE will strive to provide the necessary technical services.

4.4 Meetings and Joint Interventions

The EITWG shall meet at least once in every quarter. All proceedings of the meetings shall be recorded. The EITWG may however hold special meetings to steer a given agenda.

To the greatest extent possible the EITWG shall plan and hold joint interventions within the County or Sub-county to advance equality and inclusion. Such joint interventions require express authority from the County Government and where appropriate concurrent authority from the representative of the National Government in the County/Sub-county.

On designated meetings the EITWG may involve the right holders including the local communities to appraise them of progress made on certain priority interventions. In such meetings the right holders may ask questions regarding progress, omissions and even suggest strategies of better serving the special interest groups. The meetings may be segmented by the special interest groups.

4.5 Focal points

There shall be focal points representing the different sectors or categories of special interest groups as may be determined from time to time by the EITWG plenary meetings. However, at minimum the focal points will specifically represent youth, children, older members of society, persons with disability, women, minority and marginalized groups. Participating organizations or stakeholders will identify and nominate focal points.

4.6 Referral of Issues Affecting Special Interest Groups

The EITWG is a comprehensive group with membership drawn from wide range of expertise and interests on matters of equality and inclusion. It is therefore anticipated that all matters of equality and inclusion shall be referred to agencies working in the County or Sub-county. Annex 1 presents key consideration when dealing with matters of equality and inclusion.

Where matters are complex or not within the jurisdiction of the County Government, they may be referred to another County, Intergovernmental Gender Coordination Committee, County Gender Sector Working Groups, ministries, Constitutional Commissions, Independent Offices or private actors as long as such decisions are sanctioned and approved in the EITWG meetings. On other occasions, it is expected that matters may be referred to the communities or segments of special interest groups for clarifications or actions.

5.0 Scope of Work for EITWG

- a) Hold meetings as provided in this guide or as may be additionally determined by the EITWG.
- b) Collaboratively develop an Annual Work Plan. The Work Plan shall be cross referenced with the National and County Government Work Plan to ensure synergies are drawn on common and strategic interventions such as celebration of international and national days. It is recommended that each EITWG establishes a voluntary Sub-Committee to spearhead the implementation of the Annual Work Plan. The Annual Work Plan must at minimum address matters affecting the special interest groups or specific groups such as children, youth, women, older members of society, PWDs, minority and marginalized groups.
- c) Prepare and consolidate priorities on matters relating to SIGs.
- d) Prepare periodic disaggregated data on the status of special interest groups on various aspects of life. The data shall be consolidated from the key actors in the EITWG and other sources.
- e) Coordinate the preparation of briefs on all matters relating to special interest groups.
- f) Assemble best practice, guides, training manuals and other resources for sharing with membership of EITWG and other actors in the County/Sub- county.
- g) Documentation of the major achievements, lessons learned, challenges and recommendations in the National and County Government.
- h) Facilitate linkages between County, National and International stakeholders around issues of special interest groups and advocate for integration of principles of equality and inclusion across all practices.
- i) Inform legislative arms of any matter of equality and inclusion that may require policy, legislation, or intensified oversight.
- j) Facilitate collaborative problem solving and strategic decision making on way forward on all matters of equality and inclusion.
- k) Facilitate technical assistance and guidance as needed.
- l) Where possible facilitate provision of resources to undertake critical studies or assessments needed to develop appropriate strategies.
- m) Support the County and National Government integrate principles of equality and inclusion and cultivate the culture of respect of the national values across communities.

6.0 Main Responsibilities of the Lead Agencies (EITWG Chairs/Co-chairs)

The main responsibilities of the Lead Agencies (Chairs and Co-chairs) of the EITWG are to:

- a) Ensure the coordination secretariat of the EITWG is set up and functioning.
- b) Convene meetings, chair and keep minutes from the meetings. The lead agencies shall ensure that the minutes are shared with the EITWG membership in a timely manner as well as follow up on the action points in the minutes.
- c) Ensure close and effective collaboration with leadership of other working groups by promoting partnerships among key actors.
- d) Facilitate linkages with Government at national and county levels.
- e) Encourage EITWG members to report on their achievements and challenges and develop common priorities for effective service delivery.
- f) Ensure key initiatives from EITWG are highlighted and shared through briefing notes and other updates.
- g) Identify the capacity building needs of organizations involved in matters of equality and inclusion among special interest groups.
- h) Support EITWG members conduct joint trainings, share resources and information and forge strong partnership among themselves with a view to finding lasting solutions to technical issues on equality and inclusion.
- i) Supporting resource mobilization efforts for joint activities by EITWG and implementation of Annual Work Plans.

7.0 Responsibilities of EITWG Members

The responsibilities of the members of the EITWG are to:

- a) Coordinate planning with all members to avoid duplication of efforts and address gaps resulting from coverage, deficiency in programming or inadequate segmentation of special interest groups.
- b) Attend meetings regularly and report on their activities and challenges encountered.
- c) Maintain updated mapping of special interest groups related services within the County and beyond.
- d) Provide disaggregated data available at individual organizations on matters of equality and inclusion for greater use by the EITWG.
- e) Share promising programming models, studies, information, data education material and lessons learnt within the context of equality and inclusion for the special interest groups.
- f) Contribute to resource mobilization efforts including availing resources from individual organizations for joint interventions.

8.0 Responsibilities of the National Gender and Equality Commission (NGEC)

- a) Provide strategic and technical support to members including formation and strengthening of the EITWG
- b) Conduct research and provide evidence based knowledge to EITWG on issues of equality and freedom from discrimination
- c) Coordinate and facilitate mainstreaming of issues of SIGs in national and county development through the EITWG and provide advisories thereof.
- d) Coordinate and advise on public education program to enhance equality and inclusion of the SIGs within the EITWG
- e) Coordinate actions to improve linkages between the different actors within the EITWG with a greater focus on Constitutional Commissions and Independent Offices
- f) Ensure that adequate monitoring mechanisms are in place within EITWG and working group member's organizations to review outcome of programmatic interventions and progress against agreed action plans.

9.0 Linkage Between the EITWG and the Inter-Governmental Gender Coordination Framework

Through the Intergovernmental Relations Act No. 2 of 2012, there is established the Intergovernmental Relations Technical Committee (IGRTC), a body that a framework for consultation and co-operation between the National and County Governments and amongst county governments. The framework involves establishment of thematic based technical committees for better coordination and consultations on specific matters of mutual interest to national and county governments. In recognition that gender is a concurrent function whose mandate is shared by both national and county governments. In 2018, the National Government through the Ministry responsible for gender and the Council of Governors through the committee responsible for gender matters developed a framework to support the coordination and consultation of gender matters between the two levels of government.

The framework branded Intergovernmental Gender Coordination Framework (IGCF) envisions establishment of the County Gender Sector Working Groups. NGEC is a member of the Joint Gender Steering Committee. With support of the NGEC, the EITWG have a great potential of facilitating IGCF achieve its overall mandate and effectively address matter of equality and inclusion within the gender sector. The EITWG is also expected to strengthen the action and response of the county gender sector working groups. For avoidance of doubt, the EITWG will not operate outside the provisions of the CGSWGs and to the greatest extent possible EITWG shall facilitate counties that have not operationalized their GSWG to do so.

ANNEXES

Annex A: Formation of Sub-committees of EITWG

The EITWG may establish thematic and sectoral committees to help address in detail specific matters of equality and inclusion as they relate to special interest groups. When establishing such Sub committees, the EITWG are encouraged to use the following Minimum Guidelines. These Guidelines shall apply hand-in-hand with the General Guidelines presented in earlier sections of this booklet.

Sectoral/theme based Sub- committees	Objectives
Gender Mainstreaming	a) To enhance participation women, men, boys and girls in the national and county development agenda.
	b) To eliminate harmful practices including GBV.
Youth mainstreaming	a) To promote greater and meaningful involvement of youth in governance, leadership and decision making process and empowerment programs
	b) To Develop public education programs for the creation of a culture of respect for rights of the youth
Mainstreaming issues of Children	a) To Coordinate mainstreaming of issues of children in all activities of National and County Governments.
	b) To advocate for Consideration of the voices and participation of children in the National and County development agenda.
	c) To eliminate harmful practices including GBV, female genital mutilation, early childhood marriages, child pregnancies
Minority groups and Marginalized communities	a)To conduct public education for minority groups and marginalized communities and stakeholders on integration of the principles of equality and freedom from discrimination.
	b)To support programs that enhance participation and inclusion of minority and marginalized groups in all aspect of county and national development
	c) To audit and advise on the development and implementation of affirmative action policies and programs on issues of minority groups and marginalized communities.
	d)To monitor performance levels of public and private institutions, County and National Governments on mainstreaming issues of minority and marginalized, including representation and involvement in decision making
Mainstreaming issues of older members of Society	a) To increase the involvement of families and state in providing dignified life to older members of society.
	b)To promote rights of older members of society including access to infrastructure, health, shelter, food, and decent life
Persons with Disabilities	a)To monitor the inclusion of PWDs in decision making, budget making, education , health and other ECOSOC rights
	b)To audit access to public infrastructure including build environment among PWDs
	c)To assess empowerment and affirmative action programs and actions directed to PWDs

Annex B

Counties that participated in the consultation process and in the development of the draft EITWG guidelines

S/No.	County	Distribution of participants by county and gender		
		Female	Male	Total
1	Baringo	18	23	41
2	Kwale	23	13	36
3	Siaya	24	20	44
4	Garissa	19	21	40
Total		84	77	161



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Oginga Odinga Street,
Kisumu Town.

Nakuru Office
Tamoh Plaza, 1st Floor, Kijabe Street,
Nakuru Town.

Garissa Office
KRA Route off Lamu Road, Province,
Garissa Town.

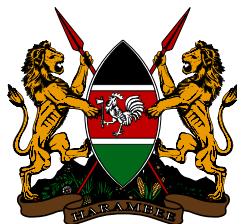
Malindi Office
Malindi Complex, off Lamu-Malindi Road,
Malindi Town.

Kitui Office
Nzambani Park, off Kitui Referral Hospital Road,
Kitui Town.



The views and opinions expressed in this publication are those of the authors and do not necessarily reflect the official policy or position of any of the funding agency or their associates





GUIDELINES FOR ESTABLISHING AND MANAGING EQUALITY AND INCLUSION TECHNICAL WORKING GROUP (EITWG)

