

# GUIDANCE F

## Gender Equality

*Version 1*





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## Table Of Contents

Purpose .....	4
Understanding the concepts .....	4
Why is it important to work towards gender equality? .....	6
How does the standard address gender equality and women's empowerment? .....	7
Core Requirements.....	10
How to Implement 1.6.1: Commitment & Assignment of a person or committee .....	10
Year 0 of Certification .....	10
How to Implement 1.6.2: Responsibilities of the Gender Person/Committee .....	12
Prior to first certification (year 0) .....	12
Improvement Requirements.....	14
How to Implement 1.6.3 Smartmeter (Gender in-depth Risk Assessment) .....	14
Resources.....	15



## PURPOSE

Rainforest Alliance promotes gender equality for all of its Certificate Holders, meaning that regardless of their gender, persons should have equal rights and opportunities. Therefore, the promotion of gender equality and women's empowerment is considered an integral part of sustainable agriculture and part of the 2020 Sustainable Agriculture Standard.

Certificate Holders must put a structure in place to promote gender equality and women's empowerment that includes: a responsible person or committee, awareness-raising, and training of management, completing an initial and in-depth risk assessment, and implementing related mitigation measures.

The activities related to the promotion of gender equality and women's empowerment at the Certificate Holder are implemented by the person or committee responsible for gender, in collaboration with other actors.

## UNDERSTANDING THE CONCEPTS

Below, different terms related to gender, gender equality, and women's empowerment are explained. For complete definitions of these terms, see [Annex 1: Glossary](#).

**Sex:** The concepts of sex and gender are often confused. Sex relates to the biological characteristics of men and women and cannot be changed. Examples are breastfeeding, giving birth, a man's or woman's sexual reproductive organs. On the other hand, gender refers to socially constructed roles. These can be changed over time.

**Gender (1)** is about how people see you and what people expect from you as a man or as a woman. For example, in many cultures, it is believed that the man should take the decisions in the household and should make sure there is enough money to maintain the family, while the woman needs to take care of the home and the children. This situation often leads to limitations: for example, women cannot easily become a leader or attend trainings, and men frequently have to deal with their responsibility to generate income, especially in times of crises. Gender can also refer to the gender identity that people relate themselves to (woman, man, binary, transgender).

**Gender (2)** can also refer to the gender identity a person relates to. Commonly, people identify as male or female, but some do not identify with only one gender or move across the spectrum. Gender identities distinguish between:

- **Cisgender:** When you identify with the gender you were assigned at birth.
- **Transgender:** When you identify with a gender different than that which you were assigned at birth.
- **Transsexual:** When you have had Gender Reassignment Surgery (GRS) to change the sexual organs you were born with to that of a different gender. Some people don't identify with any gender.

**Gender equality** refers to the situation where women and girls, men and boys have equal rights and opportunities. This does not mean that women and men should become the same or do the same things or in the same way, but it means that women's and men's rights, responsibilities, and opportunities, do not depend on whether they are born male or female. **Although we specifically talk of women and men in this guidance document, it is important to remember that people with other gender identities exist who have the same rights and deserve the same respect.**



**Gender-sensitive** refers to a situation where gender norms, roles, and relations are considered, and actions are taken on the basis of that understanding aiming to eliminate inequalities and promote gender equality.



**Women's empowerment** is how women gradually gain power and control over their lives and make choices without being constrained by expectations placed on them. As women often lag behind men in terms of opportunities and rights, promoting women's empowerment is an essential step towards gender equality. It is important to remember that gender equality can only be achieved by involving both women and men.

#### COMMON MISUNDERSTANDING ABOUT GENDER EQUALITY

Many people think that they have reached a situation of gender equality when as many men as women are working on their farm.

*But note:* gender equality is not so much about numbers, but about access to rights and opportunities, such as:

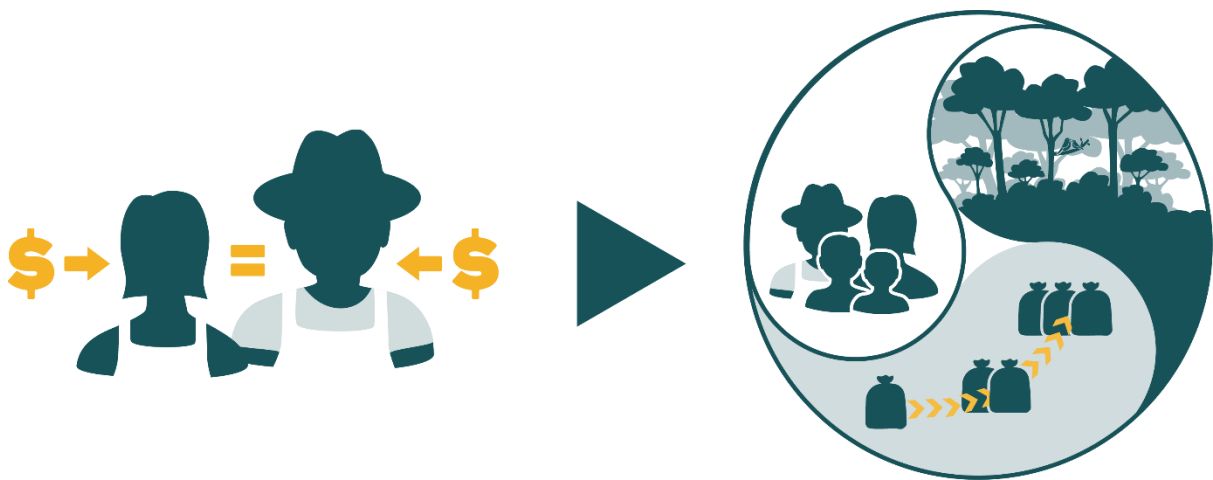
- *Do female workers or farmers have the same possibilities to participate in a training?*
- *Are men and women equally represented as leaders, as group members or managers?*
- *Are women and men receiving the same pay or benefits for the same kind of work?*

The answer to these questions shows where a gap in gender equality exists and where activities need to be undertaken to address those gaps.



## WHY IS IT IMPORTANT TO WORK TOWARDS GENDER EQUALITY?

According to international<sup>1</sup> and national legislation, people from all genders should have the same rights and opportunities. Gender equality is a human right that applies to all. But gender equality is not only a human right; it is also beneficial for farmers, companies, workers, communities, farms, and the environment. When both men and women have equal access to inputs, resources, and decision-making structures, and their needs are taken into account, the quality and quantity of production increases as a result<sup>2</sup>, the natural environment is better protected, and operations become more productive and resilient and thus more sustainable.



*By ensuring that women and men have equal access to inputs, resources, and decision-making, the whole family and the community will prosper.*

It is important to understand that in many contexts, women still face fewer opportunities and have fewer rights than men. They face a range of barriers, ranging from laws that prevent them from owning property to social norms that prevent them from attending school, or participating in decision-making and which push them into lower-paying, less secure jobs. Women's workloads are often high because they are involved in agricultural production or processing, as well as also being responsible for the household, caretaking of family members, and other tasks. In addition, women are more likely to face discrimination and violence.

These and other barriers mean that although women play an important role in the different sectors and phases of agriculture, they are often not recognized and have limited access to information, innovation, and resources related to production. This, in turn, means those female farmers, workers, and staff are less able to farm or work sustainably, have lower productivity rates, and cannot voice their needs.

These difficulties often become worse in the case of migrant workers who, for example, do not speak the local language nor know the local rules, making it difficult for them to stand up for their rights.

<sup>1</sup> These human rights are internationally recognized through, among others, ILO Equal Remuneration Convention, 1951 (No. 100), Discrimination (Employment and Occupation) Convention, 1958, (No. 111), Workers with Family Responsibilities Convention, 1975 (No. 156), Maternity Protection Convention, 2000 (No. 183), and the United Nations Convention on the Elimination of All Forms of Discrimination against Women (CEDAW, UN).

<sup>2</sup> According to FAO, female farmers could produce 20-30% more on their lands if they were to have the same access to resources, training and information as male farmers (<http://www.fao.org/3/i2050e/i2050e00.htm>).



## HOW DOES THE STANDARD ADDRESS GENDER EQUALITY AND WOMEN'S EMPOWERMENT?

The standard has integrated a gender perspective within different requirements, which should help Certificate Holders to get a better understanding of the situation on their farm or working area regarding gender equality and the measures they can take to address gender issues:

- **The [glossary](#) (Annex 1) highlights women and gender issues** through definitions. The glossary points out that a producer can be either a woman or a man. The glossary also highlights women (and youth) by using the term "family workers." These are persons, male or female, who are part of the same household and contribute to the farm activities but are not producers (meaning the owner or operator of a farm). You can also find the definition of workplace violence and sexual harassment in the glossary.
- **The collection of sex or gender-disaggregated data** (data that is collected and analyzed separately on numbers of males and females and/or other genders) is required and helps to identify possible gaps between men and women in, for example, participation in training or positions in higher-paid or management roles. For registration of sex/gender-disaggregated data, it is suggested that in addition to the options of "male" and "female," an option of "other" is included so that people who don't identify with any gender or who have other genders, can be captured. For a complete overview of Farm and Supply Chain Requirements in which sex-disaggregated data should be collected, see the table below.



**Collection of sex-disaggregated data is required in:**

<b>Requirement Number</b>	<b>Indicator</b>
1.2.4 (Farm only)	Registry of group members.
1.2.5 (Farm only)	Registry of permanent and temporary workers.
1.2.6 (Farm only)	Registry of permanent and temporary workers (small farms).
1.3.3 (Farm only)	Members attending training.
1.3.4 (Farm only)	Workers attending training.
1.3.6 (Farm only)	Participation in training on finance and business management and access to financial services (group members).
1.3.7 (Farm only)	Group members that diversify income.
1.6 (Farm and Supply Chain)	Gender indicators as specified in risk assessments
1.7.1 (Farm only)	Young farmers, the participation of young farmers in training, % of young farmers as trainers, inspectors, with access to land and in management positions.
5.1.3 (Farm and Supply Chain)	Identified human rights cases.
5.1.4 (Farm and Supply Chain)	Remediated human rights cases.
5.4.4 (Farm only)	Workers with wage and in-kind benefits below living wage benchmark.





**There are specific Farm and Supply Chain Requirements** that ensure women's needs are taken into account, for example, requirement 5.3.3 on maternity rights. For a complete overview of those specific requirements, see the table below. In this guidance document, we will not cover those specific requirements. They are all addressed in the corresponding chapters of the General Guide.

**Overview of requirements that address women's needs explicitly:**

Requirement Number	Indicator
1.5.1 (Farm and Supply Chain)	A gender-sensitive grievance mechanism.
1.6 (Farm and Supply Chain)	A system that promotes gender equality and women's empowerment.
5.1 (Farm and Supply Chain)	Collaboration with the gender committee in case of gender-related abuses of human rights.
5.3.8 (Farm and Supply Chain)	Equal pay for equal work for all genders.
5.5.2 (Farm and Supply Chain)	Safe transport home after work (for workers).
5.5.3 (Farm and Supply Chain)	Maternity leave, flexible working schedules, worksite arrangements, breaks, and space for breastfeeding.
5.6.7 (Farm and Supply Chain)	Toilets and handwashing facilities separated by gender with safety and privacy guaranteed.
5.6.8 (Farm and Supply Chain)	Information on health and access to health services.
5.6.11 (Farm and Supply Chain)	Re-assignment where needed in case of pregnancy. No pregnancy tests.
5.6.18 (Farm only)	Re-assignment to other tasks if needed, in case of pregnancy.
5.7.1 (Farm only)	Safety and privacy of sanitary facilities and separate rooms for families and individual workers of different genders.
5.7.3 (Farm only)	Safety and privacy of sanitary facilities.

**There is a core requirement specifically on gender equality** (1.6) that requires Certificate Holders to set up a structure that is responsible for the promotion of gender equality and women's empowerment, to identify gender gaps and implement and monitor activities to address these gaps.

The text below explains further how to set up the structure as required by 1.6 and how to ensure it is functional.



## CORE REQUIREMENTS

### HOW TO IMPLEMENT 1.6.1: COMMITMENT & ASSIGNATION OF A PERSON OR COMMITTEE

#### Year 0 of Certification

Management needs to take the following steps:



1. Management shall commit to promoting gender equality through **a written statement**. The statement should include at least

a) what is meant by gender equality and women's empowerment;

b) a commitment from management to work towards and support equality for all farmers/workers and employees, regardless of their gender. This can be a stand-alone document or part of another document, such as the code of conduct or anti-harassment policy, and

c) the announcement of the gender person/committee appointed by management as the responsible person(s) to promote gender equality and women's empowerment on the farm.



2. The written statement should be **communicated to all group members/workers**.

The statement should be available in local languages or languages spoken by the members or workers. It must be shared with group members or workers. This can be done during existing meetings or trainings that are occurring, or by posting a written statement in areas that are frequented by male and female members or workers.



3. **Management should appoint a committee or a person** responsible for the implementation, monitoring, and evaluation of measures to promote gender equality and women's empowerment. Management can appoint one responsible person or a committee, with the exception of large farms that always need to appoint a committee consisting of several persons. The responsible committee/person should:

a) **Have knowledge about gender equality and women's empowerment.**

To be able to work on gender and women empowerment issues, it is important that the person or committee responsible for tackling those issues has a minimum knowledge of the concepts, national and local laws related to gender and women rights, local gender issues and preferably some practical tools for how to address them. This knowledge can be achieved by taking the Rainforest Alliance online training on gender equality and by asking local NGO's, governmental institutes, etc., who work on those issues for a training or by consulting Internet resources.

b) **Include at least one woman and at least one person from management (in the case of committees).**

The woman or women in the committee should ideally represent and be in contact with other female group members (or operators) or workers. It is important that



male and female committee members are aware of the issues of female farmers or female workers and in that way ensure the interventions of the committee are relevant. It is important to have a gender balance by also having men in the committee as gender issues concern the whole family and organization. Moreover, men can play an important role in promoting gender equality because of their status and influence.

The person from management will enable a flow of information between the management and the gender committee and, where needed, facilitate support from the management to the gender committee. For example, the gender committee might need to have information on the number of female and male workers or might need a budget to carry out the activities that it has planned.

- c) **The responsible person/committee members should be known and trusted by the group members/workers.** This is important because they need to be able to interact with members and workers about sensitive issues like gender-based violence or discrimination. This can be facilitated by having women who are trusted, especially by female group members or workers, as responsible persons or as part of the committee, e.g. through a voting process. Other essential factors that can play a role are the ability to speak the local language, being part of, or knowing well the members or workers, fulfilling a leadership role in the community, or having a position in the organization that does is not separated from group members or workers by status or responsibilities. The names of the responsible person or members of the committee should also be communicated clearly to all group members, workers, and staff.



The responsibility of the Gender Person/Committee is to implement the details of requirement 1.6.2, document implementation, and track and report on the gender indicators specified in the in-depth risk assessment (see 1.6.3).

The Gender Person/Committee members may also serve on other committees required under the [Rainforest Alliance Sustainable Agriculture Standard](#). That means persons who are part of the Assess-and-address Committee or Grievance Committee can also be part of the Gender Committee as long as they meet the requirements for the committees they are part of. It is essential that these committees work together for the successful implementation of the standard. If Certificate Holders already have an existing committee supporting gender or general human rights and social issues, this committee can be designated as the Gender Committee as long as it meets the standard requirements.

The committee members do not need to be paid any additional compensation for fulfilling their roles. However, they should continue to receive their normal remuneration were relevant while carrying out duties related to the task as a responsible person or committee member, including any overtime pay that may be due for work outside of regular hours. Where committee members are not paid employees, it is advised that the travel and communication-related costs are covered. In addition, women should be especially supported in finding solutions for their other tasks at home, for example, by arranging child care during meetings. In this way, women, who often deal with a higher workload, are facilitated to form part of a committee and at the same time combine it with their other duties at home.

#### 1.6.1 Documentation Required

- Written commitment on Gender by management
- Names and gender of responsible person/committee members
- Qualifications of responsible person or each committee member (e.g. certificates)



## HOW TO IMPLEMENT 1.6.2: RESPONSIBILITIES OF THE GENDER PERSON/COMMITTEE

### Prior to first certification (year 0)

The Gender Person/Committee is responsible for the following:

1. **Implement mitigation measures related to gender equality** resulting from the [Rainforest Alliance Risk Assessment](#) (Annex 3) and include these measures in the Management Plan (1.3.2 for Farm scope and 1.1.3 for Supply Chain scope).

The Rainforest Alliance Farm Risk Assessment (applicable to farms), as well as the Supply Chain Risk Assessment (applicable to companies), include specific questions on gender equality to assess if there is a risk of a gender gap<sup>3</sup> or gender issue. If there is a risk, specific mitigation measures are proposed.

Mitigation measures are essentially steps to prevent problems from happening or to support the certificate holder in identifying and addressing gender issues. Farms and companies are allowed to define other mitigation measures if they are considered to be more feasible or relevant in their own local context. The mitigation measures must be integrated into the overall management plan. The implementation of the measures, and monitoring, and reporting on them, should be led by the Gender Person/Committee.



### 1.6.3 Documentation Required

- Gender in-depth Risk Assessment has been filled in.
- Management Plan showing the gender mitigation measures being taken.
- Evidence that the mitigation measures were implemented.

Certificate Holders (farms/groups/companies) are expected to answer questions to the best of their ability. The questions are not meant to assess compliance; they are meant to find ways to prevent non-conformities before they can occur. Auditors will check to see that the risk assessment was done correctly and that questions were answered honestly.

2. **Raise awareness on gender equality and women's empowerment** with management and group/staff members at least once a year.

Promoting gender equality and women's empowerment is not an easy task as it involves a change of attitudes that can sometimes touch deeply embedded norms and values. That is why it is important to have management and group/staff members understand the importance of these issues and support the process towards greater gender equality. Raising awareness and training management/group/staff members in those topics is an important step. For this, the Rainforest Alliance online training module on gender or other resources that are mentioned at the end of this document can be used. The certificate holder can also reach out to local organizations that have knowledge on gender and women's empowerment to organize

<sup>3</sup> A gender gap refers to differences between men and women in rights and opportunities: payments, job positions, access to inputs, resources and decision-making, etc.



trainings with them. In some countries, the Rainforest Alliance conducts trainings through a network of trainers. If available, training materials from these sessions can also be used.

The awareness-raising and training should be done at least once a year and can be incorporated into other trainings, for example, in the trainings that need to be organized on the Assess-and-Address approach (requirement 5.1).

**3. Is involved in remediation of cases concerning gender-based violence and gender-based discrimination** in accordance with the Remediation Protocol.

Human rights issues like child labor, forced labor, discrimination, and workplace violence and harassment are dealt with the Assess-and-Address Committee and may also be addressed to the Grievance Committee. In case women are involved, the Grievance Committee and/or the Assess-and-address Committee will contact the Gender Person/Committee to support the remediation process. The details of how such a process should take place and the role of each committee are described in the [Remediation Protocol](#) (Annex 4). The Gender Person/Committee will especially play a role in safeguarding the victim, ensuring that she is receiving the right support and services and that her safety and privacy are respected.

**1.6.2 Documentation Required**

- Registration data.
- Initial risk assessment results.
- Management Plan showing the incorporation of gender mitigation measures.
- Evidence that mitigation measures were implemented.
- Number and topic of awareness raising sessions, lists of participants.

**What is the Remediation Protocol?**

The Remediation Protocol (Annex 4) describes the steps Certificate Holders should take when a case of discrimination, workplace violence or harassment, forced or child labor is identified.

This includes the following key steps:

- Determining the severity of the case: because in severe cases, where someone is in danger of violence or other risks to their lives, immediate steps to make sure the persons are safe and protected from harm.
- In case of criminal activity, management will need to follow up with authorities, always handling matters in the best interest of the alleged victim.
- Ensuring the affected individuals are safe from revenge.
- Once the Grievance Mechanism makes its decision on 1) whether the grievance took place and is a breach of the Rainforest Alliance Standard, 2) the type of remediation in conjunction with the Assess-and-address Committee. The affected person needs to agree with the proposed steps.
- There are short-term activities which should take place within 12 weeks, to bring the person back to his/her status before the incident took place. This could include removing a person from an abusive labor situation, pay back-owed wages, correct the contractual terms of a discriminated worker, support a child to go back to school.
- There are also long-term activities that help to prevent the issues from re-occurring: these include training of staff, changing of policies and procedures that were potentially facilitating discrimination/abuse or income generating activities for poor families whose children were involved in child labor.



## IMPROVEMENT REQUIREMENTS

All Farm Certificate Holders (groups and individual farms) must implement the improvement requirement 1.6.3 in **year 1 of certification**.

### How to Implement 1.6.3 Smartmeter (Gender in-depth Risk Assessment)

At the beginning of each certification cycle, the gender committee will complete the Gender in-depth Risk Assessment Tool according to the instructions (Refer to Gender in-depth Risk Assessment as part of the [Risk Assessment and Mitigation Tool \(Annex 3\)](#)). The Gender in-depth Risk Assessment is a Smartmeter, meaning that the Certificate Holder sets its own targets.

The Gender in-depth Risk Assessment Tool supports farms and groups in identifying gender issues. Practically speaking, the tool helps identify where gaps exist between the opportunities of women and men with regards to access to inputs, resources, services, opportunities, benefits, and decision-making. A gender gap exists in the case where one gender is in a disadvantaged situation for a specific indicator compared to the other gender. Where a gap is identified, the tool supports certificate holders to identify the root causes and proposes a list of possible mitigation measures with their corresponding indicators to address that gap. After completing the gender assessment, the Gender Person/Committee will have a set of issues, with corresponding indicators and mitigation measures that are most feasible to address and most relevant for the farm or group, and develop an action plan based on that. This plan will be shared with management and incorporated into the Management Plan.

Gender issues and their root causes can vary with the local context. Gender issues for groups of smallholders might be about the access of female producers to membership of the cooperative or to trainings. On the other hand, gender issues for large farms are more likely to be about differences in job opportunities between male and female workers, differences in pay, access to worker committees, etc. Also, gender issues can vary from country to country and from commodity to commodity. This is why Certificate Holders will undertake their own gender assessment to define which gender issues are most relevant for them.

Farms/groups are expected to answer questions honestly. The questions are not meant to assess compliance; they are meant only to find ways to spot gender gaps and gender issues and to enable certificate holders to work towards more equality between women and men on the farm, as part of continuous improvement.

The Gender Person/Committee shall consult relevant entities like local women's groups or organizations, female workers who are part of the union/workers' organizations if one exists, and if not, with worker representatives, in completing this risk assessment. In all cases, the views of women, migrants, and/or other workers who are from more vulnerable groups should be consulted in completing the Tool. The results of the tool will help determine additional mitigation measures the certificate holder may need to include in the management plan.

The Gender Person/Committee should also oversee the implementation of the mitigation measures, monitor progress, and report to management regularly. Where needed, they should also identify where external and/or local partners can support.



After three years, during the second cycle, the Gender in-depth Risk Assessment needs to be filled in again, but now more questions need to be answered (see instructions in the Tool itself). This will be repeated in the next cycle. In this way, Certificate Holders will have the opportunity, step-by-step, to get a better understanding of the gender issues on their farm/group and how to address them. Also, it is expected that in every new cycle, more sources are consulted to provide more solid data and thus to a better understanding of the root causes of the gender issues. In that way, mitigation measures can also become more targeted.

For instructions for filling out the Gender in-Depth Risk Assessment as part of the Farm Risk Assessment), see (: [Risk Assessment and Mitigation Tool \(Annex 3\)](#)).

#### **Involvement of management:**

- Mitigation measures should be incorporated into the Management Plan.
- Gender equality issues should preferably be a permanent item on management meeting agendas. The Gender Person/Committee should use that time to report on progress, propose ideas for improvements and raise new concerns related to gender equality and women's empowerment; and
- Management and/or other high-level functions should be accountable for meeting the gender plan targets, for example, by linking them to their performance reviews.

#### **Involvement of workers/group members:**

- It is important to involve workers/group members to make sure that their voice is included, for example, through worker surveys, scorecards, or interviews.
- Ideally, existing groups/structures are used to gather feedback from workers/farmers, such as women's savings groups, women's organizations/committees, etc.
- For example, one group management developed a scorecard to gather feedback from women about the performance of a local health service. The results were afterward discussed with women, the committee, and health service providers, and based on the outcome, and improvements were implemented.
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## **RESOURCES**

For training and awareness-raising on gender equality and women's empowerment:

- Rainforest Alliance, 2020. Online training on gender equality as developed for the standard—the Rainforest Alliance's Learning Network (RALN).
- Rainforest Alliance, 2020. Training modules related to gender topics. RA's Learning Network (RALN).
- AgriProfocus. Gender Toolkit  
[https://agriprofocus.com/upload/ToolkitENGGender\\_in\\_Value\\_ChainsJan2014compressed1415203230.pdf](https://agriprofocus.com/upload/ToolkitENGGender_in_Value_ChainsJan2014compressed1415203230.pdf)
- AgriProfocus. Gender in value chains online training.  
<https://agriprofocus.com/introduction-to-gender-in-agri>
- FAO. Gender in Agriculture: a Toolkit.  
<http://www.fao.org/gender/resources/videos/video-detail/en/c/320222/>
- Care, 2014. CARE Gender, Equity, and Diversity Training Materials. Module 4: Gender training.  
<https://care.org/wp-content/uploads/2020/06/Gender-Equity-and-Diversity-Module-4.pdf>