
Guidelines for mainstreaming
the gender perspective in
statistical production

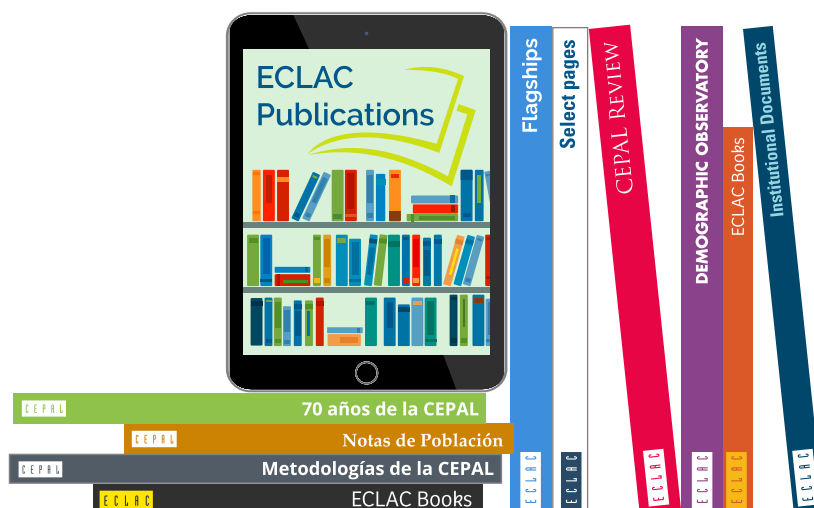


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Guidelines for mainstreaming
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These guidelines were developed by the working group on the preparation of a guide for mainstreaming the gender perspective in statistical production of the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean during the 2022–2023 biennium. The working group was coordinated by the National Institute of Statistics and Geography of Mexico, and the Division for Gender Affairs of ECLAC, the Statistics Division of ECLAC and the United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women) served as its technical secretariat. The countries belonging to the working group and their lead agencies are: Argentina (National Institute of Statistics and Censuses), Brazil (Brazilian Institute of Geography and Statistics), Chile (National Institute of Statistics), Colombia (National Administrative Department of Statistics), Costa Rica (National Institute of Statistics and Censuses), Cuba (National Office of Statistics and Information and the Centre for Women's Studies), Dominican Republic (National Statistical Office), Ecuador (National Institute of Statistics and Censuses), El Salvador (Department of Statistics and Censuses and the Salvadoran Institute for the Development of Women), Mexico (National Institute of Statistics and Geography and the National Women's Institute), Paraguay (National Institute of Statistics), Peru (National Institute of Statistics and Informatics), Plurinational State of Bolivia (National Institute of Statistics) and Uruguay (National Institute of Statistics and National Women's Institute).

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Introduction

In order to generate data that accurately capture the persistence and magnitude of societal inequalities, the gender and intersectional perspectives must be mainstreamed into statistical production. As noted in the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030 (2016), it is also crucial for “transforming data into information, information into knowledge and knowledge into political decisions”¹ (ECLAC, 2017a).

Official statistics are therefore an indispensable source of information for use in the design and implementation of policies and programmes that will help to achieve gender equality and autonomy for women.

Over the past 45 years, the region has been forging agreements within the framework of the Regional Conference on Women in Latin America and the Caribbean that have built upon preceding agreements in order to make headway towards these goals. Those agreements are reflected in the Regional Gender Agenda. In the Buenos Aires Commitment, adopted at the fifteenth session of the Regional Conference on Women in Latin America and the Caribbean in 2022, the countries of the region pledged to “promote gender mainstreaming in national statistical systems through coordinated work between bodies that produce and use information and guaranteeing the allocation of a sufficient budget and the periodicity of measurements and the dissemination of information”² and to “promote the adoption of a gender, intersectional and intercultural perspective in the production and use of statistical information”³. This commitment is also embodied in the ninth pillar, on information systems, of the Montevideo Strategy (2016).

In order to provide support and direction for this effort, the *Guidelines for mainstreaming the gender perspective in statistical production*⁴ are designed to serve as a conceptual and methodological tool for mainstreaming the gender perspective in the compilation of the official statistics of the countries of the region. It is a tool that offers concepts, approaches and recommendations for gender mainstreaming in the management of national statistical systems, the institutional environment of information-producing agencies and the eight phases of the official statistics production process (see diagram 1). The *Guidelines* also provide a conceptual framework for the gender perspective in the field of statistical production and outline approaches for establishing policies and procedures for national statistical systems.

The *Guidelines* were developed during the 2022–2023 biennium by the working group on the preparation of a guide for mainstreaming the gender perspective in statistical production of the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean. The working group was composed of the institutions listed in the acknowledgements appearing at the beginning of this publication.

The *Guidelines* are intended for use by the statistical community of the region and, within that community, primarily for the agencies forming part of the statistical systems administered by the countries’ national statistical offices, national machineries for the advancement of women, other public agencies that produce official statistics within their respective fields, the academic community, civil society organizations and other individuals, professionals and organizations involved in the generation, distribution, interpretation and use of statistics with a gender perspective.

¹ Pillar 9 on information systems of the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030, adopted at the thirteenth session of the Regional Conference on Women in Latin America and the Caribbean. The Montevideo Strategy is a political and technical instrument for implementation of the Regional Gender Agenda and acts as a road map for achieving the 2030 Agenda in terms of gender equality and the autonomy and human rights of women.

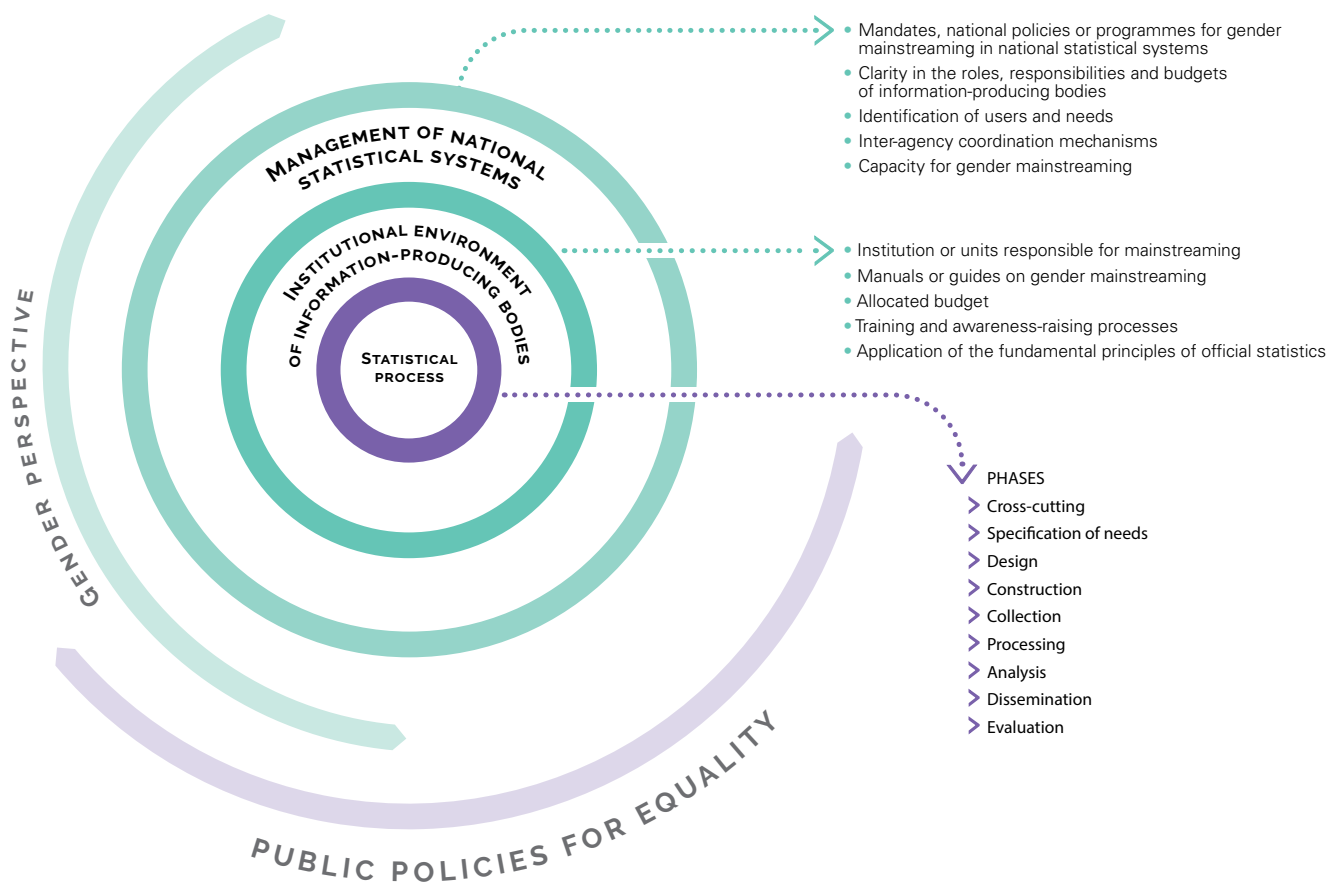
² Paragraph 32 of the Buenos Aires Commitment.

³ Paragraph 33 of the Buenos Aires Commitment.

⁴ See the publication Economic Commission for Latin America and the Caribbean (ECLAC), “Hacia la transversalización de la perspectiva de género en la producción estadística en América Latina y el Caribe”, *Observatorio de Igualdad de Género en América Latina y el Caribe. Estudios*, No. 3 (LC/PUB.2024/13-P), Santiago, 2024, which complements these *Guidelines*.

Diagram 1

Towards a management model for gender mainstreaming in national statistical systems



Source: Economic Commission for Latin America and the Caribbean (ECLAC), *Breaking the statistical silence to achieve gender equality by 2030: Application of the information systems pillar of the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030* (LC/CRM.15/4), Santiago, 2022.

This document is divided into five chapters. The first chapter outlines a general conceptual framework for mainstreaming the gender perspective in the field of statistical production. The second sets out a policy framework and surveys international, regional and national mandates for the production of gender statistics. The third provides an overview of the institutional structure of the countries' statistical systems, general recommendations, institutional conditions and capacities and the other mechanisms used by national statistical offices and national information systems for planning and compiling gender statistics. The fourth chapter describes approaches for mainstreaming the gender perspective into each of the eight different phases of the statistical process. The fifth and final chapter characterizes the main challenges that the countries have encountered in mainstreaming the gender perspective in their national statistical systems.

Gender mainstreaming in statistical production should be carried out on a step-by-step basis as a systematic, structural process. In order for this to be done efficiently, the approaches outlined in these *Guidelines* need to be applied in an integrated way rather than being followed one by one or applied only partially.

The focus of the *Guidelines* is therefore on approaches for gender mainstreaming in the field of statistics (see, in particular, chapter IV).

Chapter I

Conceptual framework

This chapter offers basic definitions and outlines thematic structures for gender mainstreaming in statistics using an intersectional approach.

Gender equality entails the equality of rights for all women and men both in terms of policies and laws (formal equality) and in terms of opportunities and results (substantive equality). The principle of equality between men and women, or gender equality, is inherent in “the concept that all human beings, regardless of sex, are free to develop their personal abilities, pursue their professional careers and make choices without the limitations set by stereotypes, rigid gender roles and prejudices”⁵ (Committee on the Elimination of Discrimination against Women, 2010). For a better understanding of the concepts of sex and gender, see box I.1.

Box I.1

Differentiating sex and gender

The differences between the concepts of sex and gender need to be understood in order to correctly define the variables and processes involved in statistical work and in order to correctly analyse the statistics that are produced. The following definitions will serve as a basis for the application of the *Guidelines*.

According to the World Health Organization (WHO) (2023): “Sex refers to the biological characteristics that define humans as female or male. While these sets of biological characteristics are not mutually exclusive, as there are individuals who possess both, they tend to differentiate humans as males and females”.

As for the concept of gender, the United Nations (2016, p. 191) notes that it “refers to socially constructed differences in attributes and opportunities associated with being female or male and to the social interactions and relations between women and men. Gender determines what is expected, allowed and valued in a woman or a man in a given context. In most societies, there are differences and inequalities between women and men in roles and responsibilities assigned, activities undertaken and access to and control over resources, as well as in decisionmaking opportunities. These differences and inequalities between the sexes are shaped by the history of social relations and change over time and across cultures.”

The concept of gender identity, for its part, is generally defined as “a deeply felt and experienced sense of one’s own gender. It may or may not be aligned with the sex assigned at birth. Most people have a gender identity, which is part of their overall identity” (OHCHR, 2023).

Source: Economic Commission for Latin America and the Caribbean (ECLAC), on the basis of World Health Organization (WHO), “Sexual health” [online] https://www.who.int/health-topics/sexual-health#tab=tab_2; United Nations, *Integrating a Gender Perspective into Statistics* (ST/ESA/STAT/SER.F/111), New York, 2016; Office of the United Nations High Commissioner for Human Rights (OHCHR), “Definitions” [online] <https://www.unfpa.org/definitions/>.

⁵ Attaining gender equality entails not only adopting a rights-based approach but also maintaining a conceptually coherent approach whose practical application is reflected in public policy. At the regional level, gender equality is an integral component of the agreements adopted by ECLAC member States at sessions of the Regional Conference on Women in Latin America and the Caribbean that form part of the Regional Gender Agenda. At the international level, Goal 5 of the Sustainable Development Goals, as approved by the United Nations General Assembly in 2015, is to: “Achieve gender equality and empower all women and girls”. Gender equality is also one of the cross-cutting objectives of the 17 Goals set out in the 2030 Agenda for Sustainable Development.

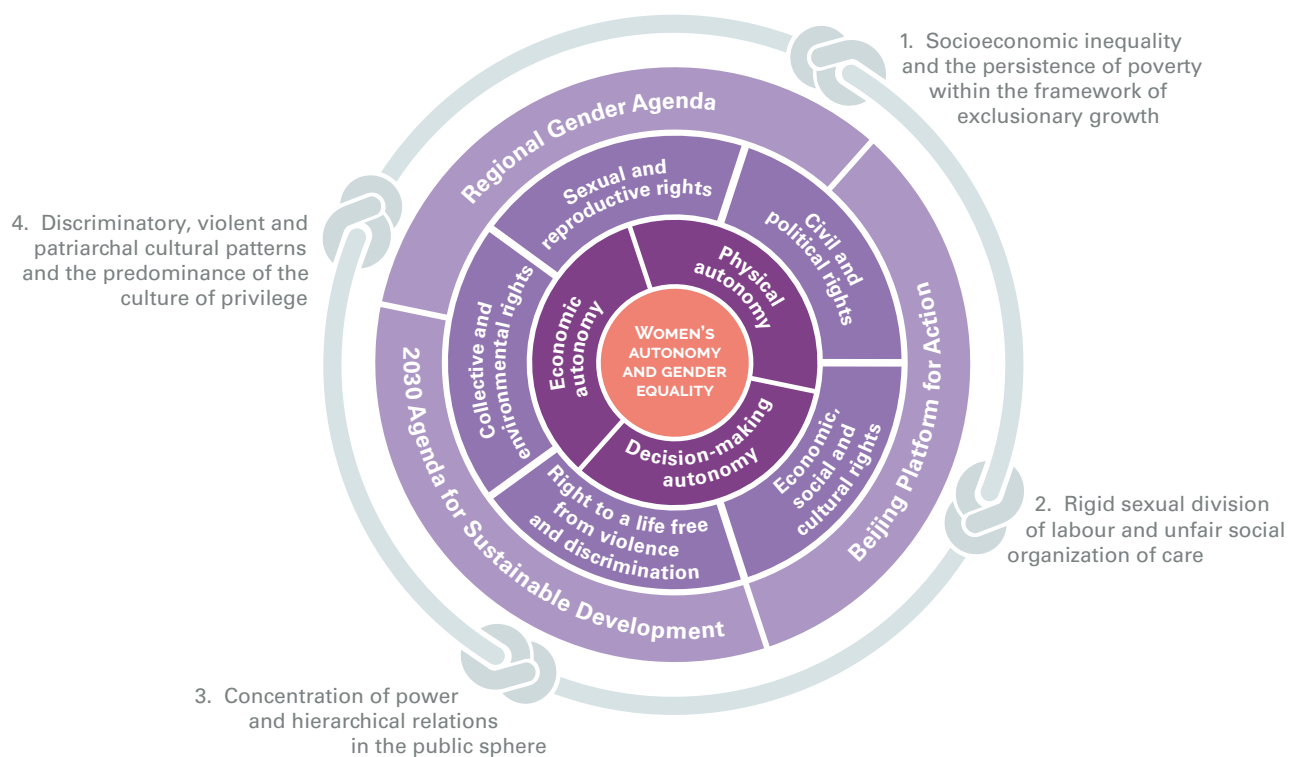
The concept of gender mainstreaming⁶ refers “to the need to integrate analysis of the different needs of women and men into all dimensions of State policy and activity, including statistical production. This is aimed at making gender inequalities visible” (ECLAC, 2022d, p. 31). The gender perspective provides a means of evaluating the implications for women and men of any given future action, including action in the form of legislation, policies or programmes, in all areas and at all levels of government, and thus of integrating the experiences of women and men into the policymaking process, with the ultimate goal of achieving gender equality (United Nations, 1999; ECOSOC, 1997).

Gender inequalities are related to disparities in the distribution of power between men and women. These inequalities are also intertwined with other types of inequalities, thereby multiplying the disadvantages and discrimination experienced by women and girls in all their diversity. This is why an intersectional perspective is so important (ECLAC, 2017b and 2019c; Durán, 2021).

Gender statistics should provide information on all areas of people’s lives, and there are various thematic structures for organizing their production and use for this purpose. Diagram I.1 illustrates the complementarity of the main conceptual frameworks presented in the *Guidelines*, including the agreements making up the international and regional agendas, the four structural challenges of gender inequality identified in the Montevideo Strategy (2016), the rights-based approach and women’s economic, physical and decision-making autonomy.⁷

Diagram I.1

Conceptual frameworks for the production of gender statistics



Source: Economic Commission for Latin America and the Caribbean (ECLAC), *Towards a care society: The contributions of the Regional Gender Agenda to sustainable development* (LC/MDM.61/3), Santiago, 2021.

Note: The entries numbered 1 through 4 appearing outside the circle refer to the four structural challenges for achieving gender equality identified in the Montevideo Strategy.

⁶ This term was coined by the Economic and Social Council, and the underlying concept was developed further at the United Nations Conference on Women held in Beijing in 1995.

⁷ See the Gender Equality Observatory for Latin America and the Caribbean [online] <https://oig.cepal.org/en>.

Autonomy is understood as the ability to freely make informed decisions about one's life based on one's aspirations and wishes (ECLAC, 2011b). In order to help advance the cause of women's autonomy, the statistics that are produced should reflect the contributions made by men and women in all their diversity and help to make the underlying causes and consequences of gender inequality visible (ECLAC, 2019c; United Nations, 2016).

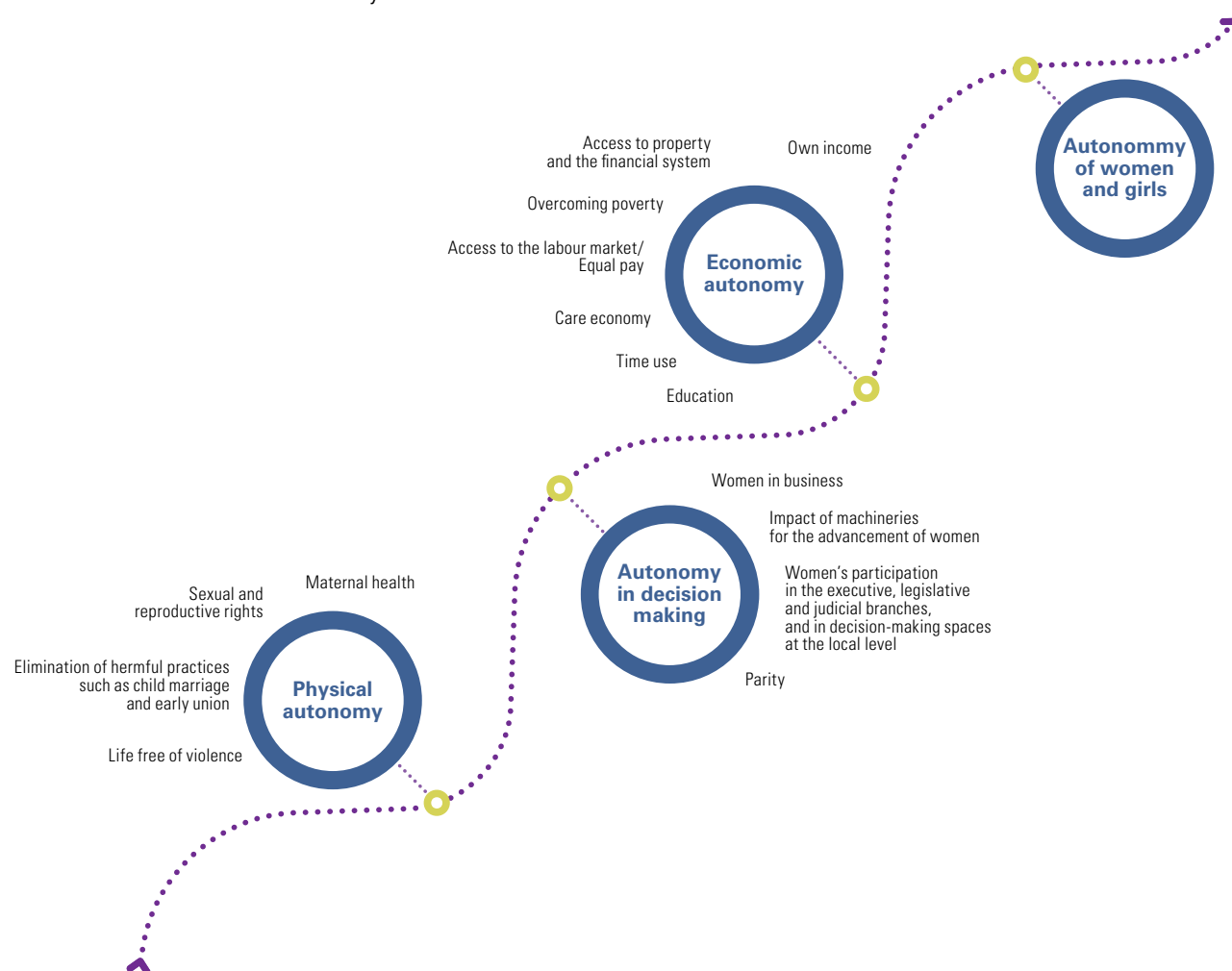
The concept of economic autonomy refers to women's ability to gain access to, generate and control an income of their own and their own productive, financial and technological assets and resources. It also refers to their ability to manage and control their time and their property. The sexual division of labour and the unequal way in which society organizes caregiving tasks are considerations in this respect.

Physical autonomy is constituted by the ability of women and girls, in all their diversity, to live a life free of discrimination, harmful practices and violence and to exercise their sexual and reproductive rights under appropriate conditions.

Decision-making autonomy is present when women are able to fully participate, on an equal footing, in the various spheres of public and private life. Diagram I.2 shows topics relating to each of these types of autonomy.

Diagram I.2

Issues related to women's autonomy



Source: Economic Commission for Latin America and the Caribbean (ECLAC), on the basis of *Breaking the statistical silence to achieve gender equality by 2030: Application of the information systems pillar of the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030* (LC/CRM.15/4), Santiago, ECLAC, 2022.

Note: The thematic areas included are presented as examples and are not an exhaustive list.

In keeping with the cross-cutting nature of gender, the intersectional approach in gender statistics calls for their disaggregation by relevant variables in order to show the multifactorial, overlapping nature of gender inequalities (ECLAC, 2022d). This makes it possible to identify life situations in which gender inequalities intersect with other dimensions of discrimination (such as discrimination by age, socioeconomic status, ethnicity or race) that are experienced in different ways and to different extents by different population groups.

When the unit of measurement is not the population, as in the case of economic, agricultural, climate-related,⁸ geographic and various other types of units, the information relating to the main unit of measurement will need to be linked to population-related variables in order to be able to differentiate between women's and men's situations with regard to the subject of study as viewed from a gender and intersectional perspective.

It is important to bear in mind that the conceptual frameworks for gender are continually evolving and undergoing further development.

Box I.2

Measurements that make sexual and gender diversity in Latin America and the Caribbean visible

Gender inequalities affecting women have a differing impact on sexually and gender diverse women and on the LGBTI+ population as a whole. While a number of countries have made progress in measuring the dimensions of sexual orientation, gender identity, gender expression and sex characteristics,⁹ the region has yet to take up the challenge of consolidating this approach as part of national statistical systems in order to produce reliable data that will shed light on the life situations of the LGBTI+ population.

Efforts to mainstream the gender perspective in national statistical systems should be pursued in a way that will safeguard the rights of the persons who provide information, in all their diversity, to those systems. While a binary system of categorization (women and men) continues to be useful for understanding and seeking to overcome gender inequalities affecting women and girls, it is also necessary to recognize the existence and rights of persons who do not see themselves in those terms. Some countries of the region are considering introducing a third category that would give persons with non-binary gender identities another option, apart from "male" and "female". Doing so will, among other things, require that steps be taken to sensitize and train the personnel involved in all the various phases of the statistical process.

Another consideration is the methodological differences involved in compiling statistics on inequalities between women and men and compiling statistics on inequalities associated with sexual and gender diversity. One of these differences has to do with statistical representativity: whereas any statistical operation in which people are the unit of analysis can be designed to be representative for women, since they make up over half of the population, this does not hold true for smaller sexually and gender diverse groups. Privacy in information-gathering is another important consideration, since discriminatory practices in the home and in the community could put respondents at risk. As no agreement has yet been reached regarding the categories to be used, and given the existence of significant methodological differences across the countries' statistical systems, these *Guidelines* do not propose any specific approaches for national statistical systems' measurement of gender identity or sexual orientation, although they do underscore the importance of mainstreaming questions for identifying the LGBTI+ population as part of routine statistical production tasks and bring up specific considerations in this regard in certain sections.

Source: Prepared by the authors.

⁹ International Organization for Migration (IOM), "Introducing SOGIESC information into pre-departure orientation curriculums", 2020 [online] <https://www.iom.int/sites/g/files/tmzbd1486/files/documents/SOGIESC-LGBTIQ-Messages-for-Pre-Departure-Orientation-Curriculums.pdf>.

⁸ For a discussion of the challenges facing the region in connection with the production of statistics on gender and climate change, see box V.8 in ECLAC (2022d).

Chapter II

Policy framework

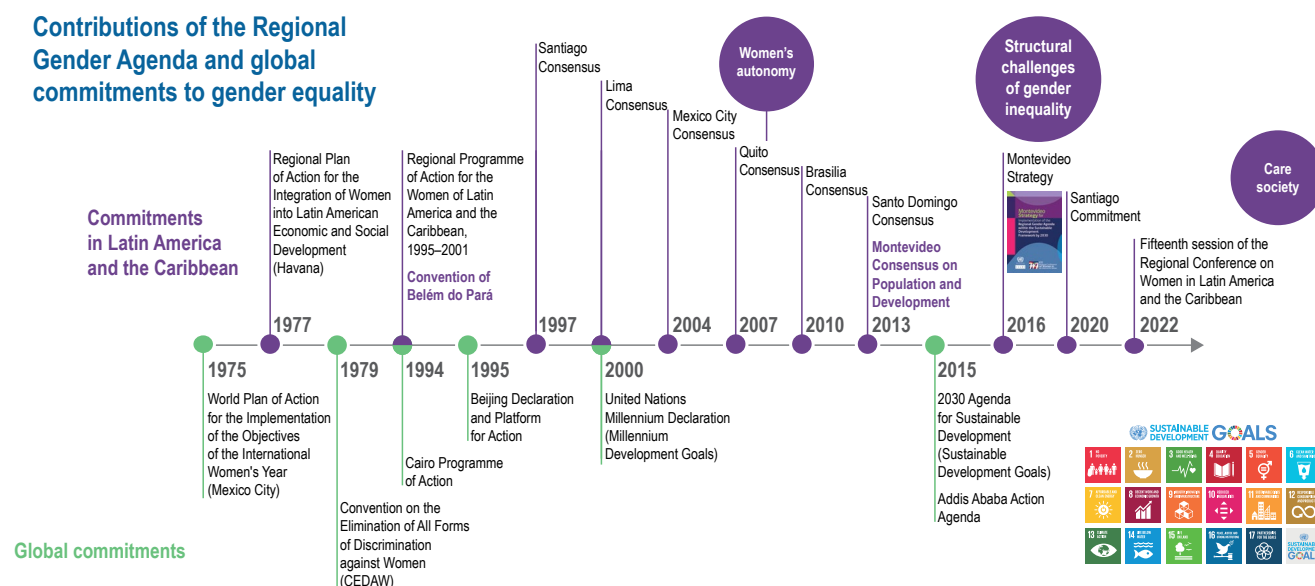
This chapter will provide a compendium of international, regional and national mandates concerning gender statistics. It will also detail declarations, consensuses, conventions and recommendations made in the periodic monitoring and supporting documentation issued by the United Nations treaty bodies. The purpose of doing so is to help paint a picture of the existing policy framework for gender statistics and to provide a proper context for an understanding of this statistical approach.

In the period spanning the years from 1975 up to 2022, at least 61 different international, regional and national instruments have been identified that contain provisions concerning the production and use of statistics incorporating a gender perspective. These mandates originate from various United Nations bodies, meetings and conferences, including the sessions of the Regional Conference on Women in Latin America and the Caribbean organized by ECLAC, and from social movements in the various countries. Generally speaking, these instruments' main objective is to promote equal rights for all persons and to further efforts to include the disaggregation of statistics by sex in national governments' statistical agendas.

Between 1977 and 2022, the Regional Conference on Women in Latin America and the Caribbean has held 15 sessions at which the participants have reached consensuses, made commitments and developed strategies and plans concerning gender statistics. This period has also seen the formulation of the Inter-American Convention on the Prevention, Punishment and Eradication of Violence against Women (Convention of Belém do Pará), the Montevideo Consensus on Population and Development, along with proposed indicators and metadata for regional follow-up of the Montevideo Consensus, and the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030 (see diagram II.1).

In addition, between 1998 and 2022, at least 19 mandates concerning gender equality were issued at the national level in Latin American and Caribbean countries, including Argentina, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, El Salvador, Mexico, Paraguay, Peru, Plurinational State of Bolivia and Uruguay (see diagram II.2).

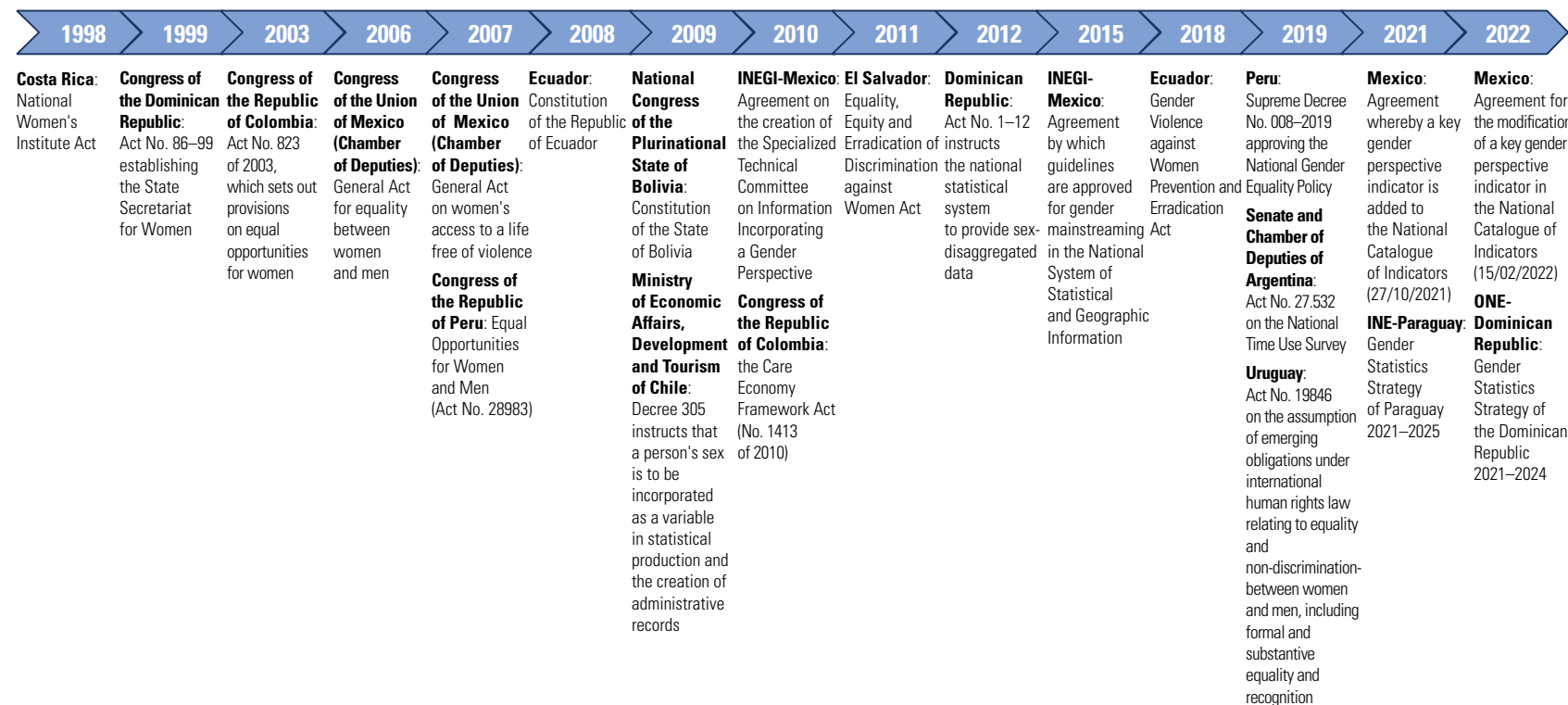
Diagram II.1
Timeline of Regional Gender Agenda instruments and global commitments



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

Diagram II.2

Latin America and the Caribbean: timeline of national mandates relating to gender equality



Source: Prepared by the authors on the basis of information provided by the countries and by the Economic Commission for Latin America and the Caribbean (ECLAC), Gender Equality Observatory for Latin America and the Caribbean [online] <https://oig.cepal.org/en>.

Chapter III

Institutional structure of the statistical system

This chapter reviews a number of the recommendations that have been made regarding institutional capacity and the mechanisms used by national statistical offices and systems for planning functions relating to gender statistics, inter-agency cooperation and other governance tools.

At the international level, the United Nations Statistics Division is in charge of compiling and disseminating global statistics, developing standards and policies for statistical work and supporting the countries' efforts to strengthen their statistical systems (United Nations, 2020a).⁹

At the regional level, coordination mechanisms, strategies and commitments have been developed by the Regional Conference on Women in Latin America and the Caribbean (since 1977) and by Statistical Conference of the Americas of ECLAC working groups for the design, improvement and generation of statistical information incorporating a gender perspective and the provision of access to that information.¹⁰

Other forums that have encouraged the sharing of experiences and measures for strengthening gender statistics in the region include the International Meetings on Gender Statistics and the International Meetings of Information Specialists on Time Use and Unpaid Work organized by the National Institute of Statistics and Geography (INEGI)–Mexico, the National Women's Institute (INMUJERES)–Mexico, UN-Women and ECLAC.

At the country level, the gender perspective should be a cross-cutting feature of the work of national statistical systems, and national statistical offices, as the lead agencies of their respective statistical systems, play a fundamental role in bringing that about. They are supported in this endeavour by the various governmental organizations that produce official statistics, national machineries for the advancement of women, academia, civil society organizations, policymakers and specialized committees.

The United Nations recommends that the production of gender statistics and the promotion of gender mainstreaming be specifically incorporated into the legal framework of the countries' national statistical systems (United Nations, 2016) in order to formalize the mandatory nature of gender mainstreaming in statistical production and in national statistical systems' institutional, administrative and budgetary arrangements (PARIS21, 2020).

Fourteen countries in the region have a formally constituted national statistical system, but this does not necessarily mean that they have mainstreamed the gender perspective into their policy or regulatory frameworks (see map III.1).

⁹ The Division's Global Gender Statistics Programme is coordinated by the Inter-Agency and Expert Group on Gender Statistics (IAEG-GS).

¹⁰ The Working Group on Gender Statistics was active from 2007 to 2019. In 2019, the Statistical Conference of the Americas of ECLAC decided that the working groups should focus on producing specific outputs in each biennium. Accordingly, a working group was established to draw up a methodological guide on time-use measurements in 2020–2021, and the Working Group on the Preparation of a Guide for Mainstreaming the Gender Perspective in Statistical Production focused on developing the present guidelines in 2022–2023.

Map III.1

Latin America and the Caribbean: countries having a national statistical system



Source: Prepared by the authors on the basis of information from the countries of the region.

Note: The boundaries and names shown on the maps included in this publication do not imply official acceptance or endorsement by the United Nations.

National statistical offices and systems have standards or policies governing the conduct of the persons involved in producing statistics and running the agencies that make up the system. Four of the countries have methodological guides for gender mainstreaming (see diagram III.1).

Diagram III.1

Latin America and the Caribbean (selected countries): approaches, guidelines, manuals and protocols on gender mainstreaming in national statistics



Source: Prepared by the authors, on the basis of information from the countries of the region.

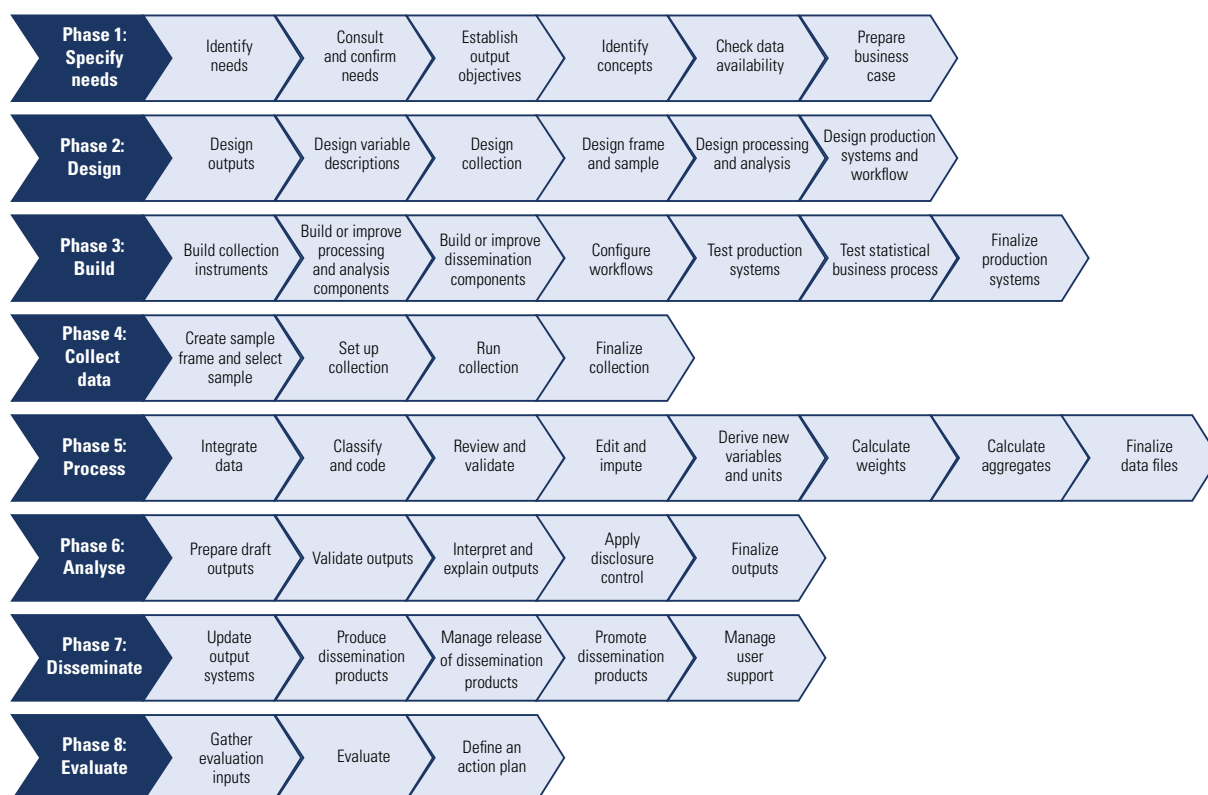
Chapter IV

Approaches for mainstreaming the gender perspective in the eight phases of the statistical process

This chapter will describe a number of approaches for mainstreaming the gender perspective in the eight phases involved in carrying out a statistical operation or project (see diagram IV.1) in line with the statistical process proposed in the Generic Statistical Business Process Model (GSBPM) of the Economic Commission for Europe (ECE) (ECE/WBI, 2010; ECE, 2016 and 2019). These approaches are based on the inputs and good practices shared among the countries forming part of the Working Group, on guidelines or manuals prepared by the national statistical offices of the region and on documentation produced by the United Nations, including UN-Women and ECLAC, and academic institutions.

Diagram IV.1

Phases and subprocesses of the statistical business process



Source: Economic Commission for Europe (ECE), "Modelo genérico del proceso estadístico GSBPM", Geneva, 2016 [online] https://unece.org/fileadmin/DAM/stats/documents/ece/ces/ge.58/2016/mtg4/Paper_8_GSBPM_5.0_v1.1.pdf; "Generic Statistical Business Process Model", Geneva, 2019 [online] <https://statswiki.unece.org/display/GSBPM/GSBPM+v5.1>; Economic Commission for Europe/World Bank Institute (ECE/WBI), *Developing Gender Statistics: A Practical Tool*, Geneva, 2010.

ECE (2016) has defined the phases and sets of subprocesses involved in producing official statistics. This model, which can also be used for integrating data and metadata standards, serves as a template for process documentation and for the harmonization of statistical computing infrastructures and as a framework for process quality assessment and improvement. The subprocesses in each phase do not necessarily follow a given sequence; they can also be conducted in parallel with one another or in the form of iterative loops, depending on the particular procedures used by national statistical offices or other institutions that produce, integrate or disseminate statistical information.¹¹

The approaches detailed in this chapter are outlined in table IV.1.

Table IV.1
Gender-based approaches in the statistical production process

Phases of the statistical production process	
Cross-cutting approaches Applicable to all phases of the process.	<ul style="list-style-type: none"> – Using inclusive language (in writing and graphics). – Gender training and sensitization for participants throughout the process. – Advisory services of gender specialists. – Disaggregating data by the variable of sex at all times (basic and cross-cutting). – Disaggregating data by other demographic variables to achieve an intersectional focus. – An intensified dialogue with decision-making institutions with a view to achieving gender equality at the level of the national statistical system: creation of official channels for the exchange of views and establishment of agreements.
Phase 1 Specify needs New specific needs, gaps to be filled or a need to improve and update processes.	<ul style="list-style-type: none"> – Consulting national machineries for the advancement of women and women’s organizations. – Reviewing: <ul style="list-style-type: none"> ○ National, regional and international mandates. ○ Substantive conceptual frameworks. ○ Academic research and specialized literature. – Inventory of missing data or data that need to be upgraded in order to develop gender indicators for tracking progress towards the Sustainable Development Goals (international, regional and national agendas), minimum set of gender and other indicators. – Including specific objectives entailing a gender perspective in the statistics project. – Identifying a range of potentially useful data sources for gender mainstreaming.
Phase 2 Design Planning out the execution of each of the subsequent phases of the statistical business process and building or strengthening the necessary instruments.	<ul style="list-style-type: none"> – Design of a suitable sample for capturing diversity. – Designing batteries of questions from a gender perspective for inclusion in surveys to be used for other purposes. – Determining the specific profiles required for personnel in charge of collecting sensitive information. – Preparation of data collection manuals based on a gender perspective. – Developing protocols for averting and responding to violent situations in the field triggered by gender considerations that could pose a threat to survey interviewers, respondents or other work teams. – Planning disaggregated outputs by sex and intersectionality for the main outputs of the statistics projects. – Planning the creation or improvement of dedicated websites for the dissemination of gender statistics.
Phase 3 Build Building and updating of data collection tools and process components, configuration of workflows, testing and finalization of the collection system.	<ul style="list-style-type: none"> – Evaluating instruments with the participation of the target population in all its diversity. – Testing information-gathering instruments, with emphasis on identifying and eliminating gender biases. – Reviewing variables, wording, questions and the sequence of response options with a view to avoiding bias. – Privacy safeguards and self-completion arrangements for the collection of sensitive information. – Preparing manuals and provision of training to provide guidance for data collection with a gender perspective.
Phase 4 Collect Use in the field of the data-collection instruments planned, designed and built during the preceding phases.	<ul style="list-style-type: none"> – Using protocols for follow-up and adjustments to eliminate gender bias. – Prioritizing direct informants. – Using protocols with a gender perspective in situations involving women survey-takers. – Training personnel to avoid bias in the use of data collection techniques in the field. – Recruiting operations personnel based on the type of information to be gathered. – Special preparations for conducting interviews that may involve collecting sensitive information.

¹¹ Subprocesses 3.4, 3.5, 3.7, 5.5, 5.7 and 5.8 will not be covered here, as they have not been found to include specific approaches for gendering mainstreaming.

Phases of the statistical production process	
Phase 5 Process Reviewing, validating and screening data for subsequent analysis and dissemination as statistical outputs.	<ul style="list-style-type: none"> – Use of up-to-date, non-sexist criteria regarding gender relations in validation rules. – Integrating data sources and generating algorithms for deriving the sex variable, with advisory support from subject experts. – Considering a differences between women and men in imputing data values. – Identifying and documenting cases concerning variables in which sex plays an important part in the definition of classifications.
Phase 6 Analyse Producing and evaluating statistical outputs, preparing dissemination outputs and verifying objectives.	<ul style="list-style-type: none"> – Developing gender indicators embodying an intersectional perspective: distribution or concentration by sex, gender gaps, reasons and feminization or masculinization indices. – Producing strategic indicators for gender issues and public policy agendas. – Checking statistics against other comparable data. – Investigating inconsistencies attributable to gender relations or bias. – Checking technical notes on the sex variable and other variables involved in an intersectional analysis. – Applying peer review strategies.
Phase 7 Disseminate Publishing or posting statistical outputs in order to make them available to individual and organizational users. This includes all the activities involved in putting together and disseminating all the different outputs through a number of different channels.	<ul style="list-style-type: none"> – Demonstrating the extent of the inequalities existing between different groups. – Contextualizing the information in terms of intersectionality, a historical perspective and a rights-based approach. – Using directories for dissemination and devising events or other opportunities for dissemination of the outputs from a gender perspective in conjunction with strategic stakeholders, policymakers, women's organizations and other groups. – Awareness-raising and training for personnel responsible for disseminating the outputs and for members of the media. – Creating accessible outputs for non-specialist users using easily understood formats and flexible communications mechanisms.
Phase 8 Evaluate Evaluating the statistical business process using quantitative and qualitative outputs compiled in the course of the different phases. Identifying and prioritizing possible improvements.	<ul style="list-style-type: none"> – Identifying stumbling blocks encountered in the course of incorporating a gender perspective into the process and suggesting improvements. – Documenting lessons learned and analysing gender inequalities. – Looking for possible gender biases present in the different phases of the process.

Source: Economic Commission for Latin America and the Caribbean (ECLAC).

A. Cross-cutting recommendations regarding the statistical business process

1. Use of inclusive language¹² and a rights-based approach¹³

This approach is marked by the absence of exclusion, stereotypes, discrimination and other biases that conceal or underestimate the participation and presence of women. It applies to all documents used in the statistical process.

The use of inclusive language is key to communication in connection with gender statistics and extends not only to written language but also includes images and infographics, which should be examined to ensure that they are not reproducing gender, racist or classist stereotypes. Table IV.2 lists a series of useful strategies. Care must be taken in choosing a strategy that is suited to the situation in question, however.

¹² The National Administrative Department of Statistics (DANE) of Colombia, for example, has an annex on inclusive language that provides practical examples of ways of reflecting a perspective based on gender and other forms of diversity in a manual on the inclusion of a differential, intersectional approach in the production of statistics by the national statistical system (*Guía para la inclusión del enfoque diferencial e interseccional en la producción estadística del Sistema Estadístico Nacional*) (DANE, 2020). The National Statistical Office of the Dominican Republic has published a manual on inclusive, non-sexist communication that provides guidance on the use of respectful, gender-sensitive language in the Office's statistical work (ONE, 2023).

¹³ The human-rights-based approach is a conceptual framework for the human development process that is founded, from a normative standpoint, on international human rights standards. In operational terms, this approach is focused on promoting and protecting those rights. The objective is to analyse the inequalities existing at the core of development issues and to rectify discriminatory practices and the unjust distribution of power that curtail the development process and that often cause certain groups of persons to be left behind (United Nations, 2023a). For further information, see United Nations (2023b).

Table IV.2
Use of inclusive language

Specify gender when the situation calls for it		
Actions	Examples	
Using both female and male pronouns (“pronoun pairing”) when it is important to make it clear that both women and men are being included, bearing in mind the various techniques for avoiding excessive pronoun pairing.	When a staff member accepts an offer of employment, he or she must be able to assume that the offer is duly authorized.	
Using two different words.	Boys and girls should attend the first cooking class with their parents.	
Using “men and women” or “male and female” when the context is such that it should be made explicit that persons of both sexes are involved.	Both the male and female respondents gave a negative answer to Question No. 5.	
Not specifying gender when the situation does not call for it or using gender-neutral language		
Actions	Less inclusive	More inclusive
Use gender-neutral words.	Mankind.	Humankind; humanity; human race.
Using plural pronouns/adjectives.	Before submitting your document, send it to the focal point for him to review; he will return it to you with comments.	Before submitting your document, send it to the focal point for their review; they will return it to you with comments.
Use the pronoun one.	A staff member in Antarctica earns less than he would in New York.	A staff member in Antarctica earns less than one in New York.
Use the relative pronoun who.	If a complainant is not satisfied with the board’s decision, he can ask for a rehearing.	A complainant who is not satisfied with the board’s decision can ask for a rehearing.
Use a plural antecedent.	A substitute judge must certify that he has familiarized himself with the record of the proceedings.	Substitute judges must certify that they have familiarized themselves with the record of the proceedings.
Omit the gendered word.	Requests the Emergency Relief Coordinator to continue his/her efforts to strengthen the coordination of humanitarian assistance.	Requests the Emergency Relief Coordinator to continue efforts to strengthen the coordination of humanitarian assistance.
Use the passive voice.	The author of a communication must have direct and reliable evidence of the situation he is describing.	The author of a communication must have direct and reliable evidence of the situation being described.

Source: Economic Commission for Latin America and the Caribbean (ECLAC), on the basis of United Nations, “Guidelines for gender-inclusive language in English” [online] <https://www.un.org/en/gender-inclusive-language/guidelines.shtml>.

2. Training and awareness-raising for personnel involved in eliminating stereotypes and gender bias

A shared, overarching gender perspective should be the starting point for the training and awareness-raising process, which should also include guidance in the use of language, practical pointers for avoiding the perpetuation of stereotypes, and theoretical and practical instruction in the avoidance of unconscious gender bias.¹⁴ It should also include special, targeted segments for staff who deal with specific subjects in the statistical business process. The collection of certain types of information will call for additional awareness-raising and training components that deal specifically with selected sensitive issues, such as, for example, gender violence aimed at women and girls or the identification of the LGBTI+ population. A final step is to devise mechanisms for evaluating skills acquisition and determining how fully learnings have been taken on board in order to ensure that the necessary knowledge has been successfully transmitted.

¹⁴ Mental associations made automatically on the basis of gender that people learn from traditions, norms, values, cultural factors and experiences without being aware that they are doing so (UNCTAD, 2021).

3. Advisory services of gender specialists

It is suggested that the advisory services of gender specialists be used throughout the statistical process and that these services be tailored to the technical specificities involved in each of the various phases. It is also possible that the best approach under some circumstances would be to use the services of a number of different experts with differing profiles during certain phases. Gender specialists can provide insights into specific issues that may have a greater impact on one sex than the other and into gender relations between women and men. They may thus furnish useful support when the time comes to delve into gender-related issues that need to be captured in the statistics being compiled.

4. Inclusion of the sex variable when people are the unit of analysis, and incorporation of sex disaggregations as a basic, cross-cutting permanent classification

This is a necessary condition for the production of gender statistics, but it is not sufficient in and of itself.¹⁵

The presence of intersectionality also has to be taken into consideration when including and defining variables and sub-populations in order to address the various realities experienced by women and girls in all their diversity and those experienced by other population groups affected by gender inequalities.

5. Strengthening dialogue with institutions involved in or having an influence on equality policies

Gender statistics are a means of informing and furthering action aimed at fostering gender equality. The statistical process and the specialized gender units of national statistical offices and information-producing bodies therefore need to place priority on producing and disseminating gender statistics. It is also important to strengthen channels for the presentation of these statistics, dialogue and exchange with institutions that use statistics (including decision makers, national machineries for the advancement of women, and other sectors of government) in order to create robust statistical environments and foster informed action based on high-quality data.

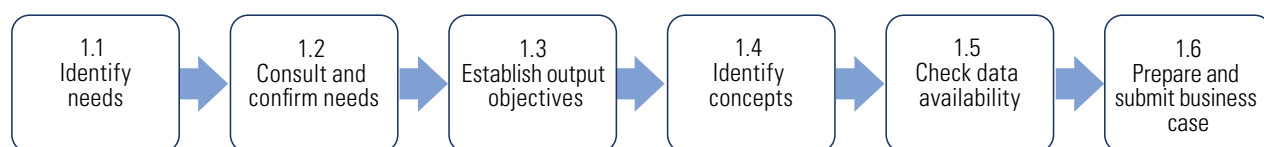
B. Phase 1: Specify needs

During this phase, the requirements in terms of what statistical information is needed are determined on the basis of specific demands or needs to improve or update existing processes. In order to include the gender perspective in this phase, the first step is to determine what statistical requirements are stipulated in national and international regulations, standards and agendas. In addition, gender equality policies will need to be formulated in the course of the following six subprocesses (ECE/WBI, 2010; ECE, 2019) (see diagram IV.2).

¹⁵ It is necessary but not sufficient because the incorporation of the sex variable does not in itself ensure, among other things, that gender aspects will be included in all the various phases of statistical production or that information collection has been free of bias.

Diagram IV.2

Phase 1: Specification of needs



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

1.1 Identify needs

This subprocess consists of the identification and systematization of the information needed to determine which data requirements have been met and which ones have not. In terms of the gender perspective, it involves looking at policies, conceptual frameworks and substantive regulations and standards, batteries of gender-sensitive indicators and academic papers concerning gender analysis in the relevant subject area.

Approaches

- Origin of the need: fulfilling mandates and commitments or meeting the requirements of plans formulated in line with public gender equality policies.
 - Identifying and gaining an understanding, in terms of the associated needs, of policy and regulatory frameworks relating to the furtherance of gender equality and autonomy for women and the demands of statistical production operations with that objective.
 - Reviewing substantive conceptual frameworks relating to gender and women’s human rights with a view to conducting research focusing specifically on the relevant areas. The aim of this research will be to gain an in-depth understanding of the gender inequalities and interactions with the various factors that influence differences between women and men. Statistical standards will also need to be reviewed in order to define the relevant concepts, determine how information will be gathered (for example, the standardization of questions and response options), how the data will be compiled and how the statistics will be published and disseminated.
 - At the national level, the technical background documents for policies and programmes will need to be consulted to identify the issues, objectives, strategies and lines of action that are a priority for each country.
 - An inventory of any missing data or data that need to be improved to serve as inputs for the report on the agreed indicators, especially the indicators for the Sustainable Development Goals, other strategic indicators¹⁶ and the indicators for use in policy follow-up.
 - Methodological frameworks and guidelines relating to the relevant subject matter (these may be statistical manuals or operational handbooks) will need to be examined in order to determine how they tie in with the gender perspective.
 - Research papers by key actors dealing with the relevant statistical subject matter should be checked to ensure that useful information is retained and to improve and expand upon existing data sources for use in overcoming the limitations documented in those research papers.
 - Existing information sources will need to be assessed to determine if they are sufficient to provide the required information.¹⁷
 - It will also be necessary to make sure that the planned post-census studies on various subjects and in various areas will include sex-disaggregated data and analyses with a gender perspective.
 - Steps must be taken to ensure that the sex variable is included in administrative records.

¹⁶ See the minimum set of gender indicators developed by the United Nations Statistics Division pursuant to the recommendations of the United Nations Statistical Commission [online] <https://gender-data-hub-2-undesa.hub.arcgis.com/>.

¹⁷ This subject will be dealt with in greater depth in section 1.5 (checking data availability).

- Type of information needed
 - Issues, problems and concerns related to all aspects of women’s and men’s lives, including their specific needs, opportunities and contributions to society, should be included so that the data that are compiled will shed light on existing differences and inequalities (United Nations, 2016).
 - While indicators will be refined in subsequent subprocesses, it is useful to take previously defined sets of strategic indicators into consideration so that the analysis of those indicators can be incorporated into the baseline assessment of the data requirements that have been covered and those that have not, regardless of whether or not they are stipulated in the relevant regulations and policies.
 - In order to fully inform the gender agenda, it may be necessary to introduce gender indicator systems.
 - The potential usefulness of a statistical project concerning gender issues should not be discounted without first having conducted research and engaged in consultations concerning the needs in a given subject area as viewed from a gender perspective.
 - The measurement of some aspects of gender inequalities are hampered by the use of the household as the main unit of analysis in some types of statistical operations and official measurements. It is possible for measurements based on responses from heads of household to provide useful inputs for gender-based analyses,¹⁸ but the development of more detailed indicators for shedding light on gender inequalities will require specialized projects for gathering information and designing reliable indicators based on information provided by individual respondents.

1.2 Consult and confirm needs

Relevant agencies, individuals and other stakeholders should be consulted in order to confirm the validity of the needs that have been identified and to detect any needs that have not been addressed.

Key bodies, groups or persons to be consulted about the gender perspective in statistical projects

- National machineries for the advancement of women in each country, since they lead the way for their government in the development of public policies to foster gender equality and autonomy for women.
- Government institutions in policymaking sectors involved in statistical production, including multi-agency initiatives and committees.
- Regional and international specialized agencies working in the relevant field.
- Individual experts or groups with expertise in the field belonging to civil society organizations and academia, as users and, in some cases, as producers of statistical information, that are often able to supply information that States are not able to provide (ECLAC, 2022d).
- Depending on the field concerned, it may be useful to consult the ethics committees of national statistical offices, either in the course of this subprocess or when reviewing the overall plan.

Approaches

- Preparing and using directories of key bodies in terms of the gender perspective and developing up-to-date inventories of publications and research papers.
- Developing suitable methodologies for each type of respondent to be interviewed.
- Specifying the scope and limits of each survey wave, designing proactive communications and subsequently informing respondents about the progress of the statistical process. This will build trust in national statistical systems.

¹⁸ For an analysis of the use of the head of household as the unit of analysis or principal respondent as viewed from a gender perspective, see box IV.1.

- Identifying institutions and persons with appropriate expertise that could provide advisory assistance in other phases of the process or participate in associated bodies or advisory committees to support decision-making, especially if a strategic operation (such as a census) or a new type of specialized survey concerning gender issues is to be undertaken.

1.3 Establish output objectives

This subprocess involves the delimitation of the overall and specific objectives of the statistical operation in terms of supplying needed information. It is important for the gender perspective to be explicitly incorporated into these objectives so that they will have the requisite orientation and technical foundation throughout the process (DANE, 2020). Objectives should be defined in terms of provided responses to specific questions, and the project categories and variables will help to identify the diversity of the groups of women and men concerned.

Approaches

- Establishing objectives that are as specific as possible and that bear a direct relationship to statistical information incorporating a gender and intersectional perspective, including, for example, identifying inequalities existing in the subject area in question, in order to ensure that the necessary actions will be provided for in all the subsequent phases of the process.
- Responding to specific research questions as a way of ensuring that the project categories and variables will be useful in identifying diversity in the relevant groups of women and men from an intersectional perspective and will supply the needed information on specific, predefined subjects.
- Ensuring that the defined objectives are in keeping with the available statistical resources and meet national and international quality standards (ECE, 2019); quality assurance measures include consultation with users and ensuring that project objectives reflect users' information needs (ECE, 2016; DANE, 2019).

1.4 Identify concepts

During this subprocess, the concepts needed to demarcate both the scope of the statistical project and the statistics to be produced are defined. At this stage, the concepts that are identified may not align with existing statistical standards.¹⁹ This subprocess entails selecting, building and agreeing upon key definitions for the implementation of the process. From a gender perspective, concepts needed to be included that will frame the phenomena to be measured in terms of the established objectives and official conceptual frameworks.

Approaches

- Consulting substantive conceptual frameworks and official documents (laws, protocols, guidelines) that set out basic gender perspective concepts²⁰ applicable to the statistics project in question.
- Drawing up gender glossaries as part of the project documentation based on inter-agency agreements (including those reached by the national machinery for the advancement of women) and official documentary references.²¹

¹⁹ This alignment and the choice or definition of the statistical concepts and variables to be used takes place during subprocess 2.2 (design of variable descriptions) (ECE, 2019). Indicator banks, databanks and projects on the standardization of gender concepts and ideas include the ECLAC Gender Equality Observatory for Latin America and the Caribbean, the United Nations database and the World Bank data portal, along with various other initiatives for using and upgrading statistical models and data for research purposes (CEGS, 2022; DANE, 2021; IMF, 2022).

²⁰ For example, sex, gender, gender identity, intersectionality, disability, gender violence against women and girls, gender inequalities and economic empowerment.

²¹ Such as the glossary prepared by the United Nations (2020c).

- Sharing ideas about the conceptual scope of the project with the national machinery for the advancement of women and other government bodies concerned with statistics. Decisions regarding such concepts should be documented, backed up with evidence and communicated in a transparent manner in order to underpin a shared understanding of the project scope and the lessons to be learned.
- Considering the need to adapt concepts to the locational context.
- Checking that the concepts are understandable for statistics-producing and statistics-user bodies, as well as for decision makers and, as part of a rights-based approach, for interested members of the public.
- Ensuring that, if variables are defined after the fact, the concepts used in the project are aligned with its purpose in terms of its statistical outputs and allow for comparability between those outputs and those of other assessments of the social phenomenon in question.

1.5 Check data availability

This subprocess entails identifying all the available data sources,²² determining whether the existing sources could meet user information requirements and evaluating the conditions under which they could do so (ECE, 2019).

Approaches

- Reviewing existing statistics (INE, 2019d) within the framework of each country's gender agenda. While checking data availability at various levels includes the detection of flaws or weaknesses in questionnaires, this should also be done throughout all the phases of the statistical business process.
- Evaluating the quality of existing data²³ with a view to determining whether those data meet the gender statistics requirements that have been identified. This entails reviewing the applicable methodological protocols in order to determine whether they are sufficient to ensure the quality of the data, including their representativity, level of disaggregation from the standpoint of an intersectional and geographic perspective, currency or timeliness, etc.
- Reviewing administrative records, especially those that have not been used, or used very little, for statistical purposes. In order to make progress in this area, it is essential to modernize legislation on statistics, establish strategic partnerships, set criteria for the use of new data sources and introduce new processes in general (ECLAC, 2022d).
- Reviewing non-traditional data sources, such as the information that can be obtained from mobile telephones, satellites and social media, and identifying other producers of data, such as academia, research centres or civil society, and making use of those data to generate gender statistics.²⁴
- Determining if there are any phases of the statistical process that have not been addressed (for example, if the absence of statistics is due to the fact that some data sources have not been analysed or, if they have been analysed, that the corresponding statistics have not been published or are otherwise inaccessible).
- Reviewing the tools and methodologies used to collect and process data with a view to identifying which phases need to be reinforced. If there is a discrepancy between the data required and the data in existence, finding better ways of making use of the data, tabulating and disaggregating information, gathering new data or developing new gender-sensitive concepts and methods (Chen, 2014).

²² This effort may also involve researching potentially useful administrative or other non-statistical sources of data (ECE, 2019).

²³ The Administrative Records Quality Assessment Tool (HECRA) incorporates self-assessment functions for use in identifying opportunities for enhancing the quality of records that can be used to generate statistical and geographic information. INEGI does not guarantee the quality of administrative records, however, and stipulates that HECRA is to be used for self-assessment purposes. For further details, see [online]: <https://www.inegi.org.mx/infraestructura/hecra/#:-:text=La%20HECRA%20es%20un%20instrumento,instituciones%20que%20conforman%20el%20SNIEG>.

²⁴ National statistical offices and other statistics-producing agencies are beginning to employ non-traditional sources of statistics on an experimental basis as a means of incorporating the gender perspective.

- Improving data already being produced, the inequalities and issues being documented with those statistics should be contextualized by information on the historical structure of inequality, grounded in agreed conceptual frameworks such as the 2030 Agenda for Sustainable Development and the Regional Gender Agenda.
- Assessing the need for inter-agency agreements to permit the use of administrative records for statistical purposes, including agreements between national statistical offices, national machineries for the advancement of women and other government sectors; consideration may also be given to partnering with other relevant data holders.
- Documenting the existence of information gaps or the strategy for upgrading data drawn from documents related to the business case for the statistical project in question. That strategy may include improvements in the associated policy and conceptual frameworks and aspects of the institutional structure or statistical process (ECE, 2019).

1.6 Prepare and submit the business case

In this subprocess, the type of statistical project to be pursued (for example, whether its objective is to update an existing project or to launch an entirely new one) needs to be specified, and it will be important to prioritize the planning and sequencing of the project actions to be taken while including the gender perspective. It also entails documenting the findings of all the other subprocesses comprising phase 1.

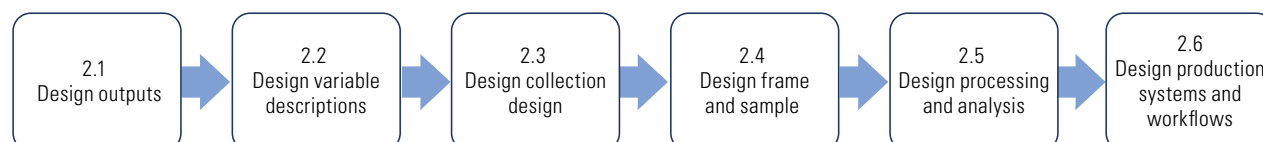
Approaches

- Establishing the project orientation in terms of its objectives relating to the gender and intersectional perspectives.
- Describing how the statistics are currently being produced while underscoring the inefficiencies involved (gender bias, weaknesses in the application of certain concepts or other elements or a failure to include them) and the issues to be tackled within the context of the policy or regulatory framework, gender agenda and gender policies.
- Reviewing, updating and devising suitable indicators for information analysis based on standardized conceptual frameworks and the monitoring of public policies for gender equality (ECLAC, 2022d).
- Including the necessary training components in each phase of the statistical process; obtaining the assistance of key actors in addressing certain concepts, making the necessary technical preparations or providing training support; and detailing the mechanisms to be used to assess the acquisition of the relevant skills or competencies.
- Drawing on the support of gender experts and national machineries for the advancement of women to put together an overarching picture of the project planning process (that is, how the statistical process will be carried out in order to produce the new types of information to be generated or to update existing arrangements and procedures), evaluating the costs and benefits, and analysing any external constraints that could threaten the sustainability of the project (ECE, 2019).
- Giving consideration to the possibility of preparing technical guidelines and manuals for gender mainstreaming in statistical projects, producing recurrent series of national interest on gender mainstreaming and entering into agreements for the distribution of such information.
- Distributing information on the business case and presenting it to decision makers in national statistical offices, agencies forming part of the national statistical system, national machineries for the advancement of women, relevant government sectors and ethics committees and then obtaining their feedback.

C. Phase 2: Design

During the design phase, the implementation of each of the following phases of the statistics project are planned out in detail and the tools needed to carry them out are built or refined.²⁵ The steps involved in this phase include: research focusing on the definition of concepts, the specification of projected results, relevant metadata and compilation tools, and the definition of operational and quality assurance procedures (see diagram IV.3).

Diagram IV.3
Phase 2: Design



Source: Economic Commission for Latin America and the Caribbean.

Note: Subprocess 2.4 applies to sampling-based statistical outputs (surveys).

2.1 Design outputs

This subprocess designs the statistical outputs and dissemination services of the project and its outcomes. With respect to the gender perspective, it is important to identify outputs that meet the objectives and the needs identified and provide continuity to fulfil certain information production policies. Provision should be made for the active engagement of national machineries for the advancement of women as users of the information.

Approaches

- Including disaggregation by sex for the project's main outcomes in the main outcome documents.²⁶ When the unit of analysis is not individuals, the project should include other related variables for which gender disaggregation may be performed.
- Including criteria for intersectional analysis by age, ethnicity, race, social class or socioeconomic level, disability status, area of residence and educational level, among other variables that help to understand the complexity of gender inequalities (INE, 2019d).
- Designing the statistical outputs to take into account metadata from similar or previous collections, including extractions from statistical, administrative, geospatial and other non-statistical registers and databases (ECE, 2019, p. 13), international standards and the experiences of other information producers and organizations or those carried out in collaboration with relevant stakeholders. It is important to include the recommendations and requirements of the periodic reviews carried out by treaty bodies, such as the committees of the Convention on the Elimination of All Forms of Discrimination against Women and the Convention of Belém do Pará.
- As well as including gender disaggregation in a cross-cutting manner, specific outputs should be designed for intersectional gender analysis. These outputs usually benefit from partnerships with different institutions thanks to the pooling of efforts and expertise, as well as reaching a broader audience.
- Strengthening the participation of national machineries for the advancement of women in the different stages of the dissemination process and ensuring their involvement in the routing of information for different uses.

²⁵ In the case of new statistical operations, this entire phase generally takes place during the first iteration, whereas, with periodic statistical operations, the identification and prioritization of possible improvements in phase 8 can be undertaken during an earlier iteration (ECE, 2019).

²⁶ Especially when individuals are the unit of analysis of the project.

- Planning and updating web platforms or websites specifically devoted to disseminating gender statistics, as a good practice. Accordingly, both national statistical offices and national machineries for the advancement of women and other government entities should allocate a specific section of their web portals to gender data or statistics.²⁷
- Making use of formats for dissemination that allow various types of audiences to access information, taking into account, among other things, linguistic and cultural diversity, low penetration of digital formats in certain population segments and persons with disabilities who require specialized formats.
- Planning the proper release of metadata and methodological material related to the process, including, for example, conceptual definitions, formulas used and units of measurement, reference universe, or period and source of data. As part of this planning, minimum privacy standards for informants must be guaranteed.
- Avoid reproducing gender stereotypes in the graphic design of dissemination products, for example, by avoiding the use of certain images or colours to represent the sexes.
- Classifying gender data by thematic areas, where appropriate, for example, categorizations based on the four structural challenges of inequality or on the concept of autonomies.
- Announcing the release schedule of the different information collections in advance, especially through dissemination channels established to convene institutions and users of statistics with a gender perspective.

2.2 Design variable descriptions

This subprocess defines the variables to be collected, as well as any other variables that will be derived from them in subprocess 5.5, and any statistical or geospatial classifications that will be used. In general, existing standards should be followed wherever possible. This subprocess may need to run in parallel with subprocess 2.3, as the definition of the variables and the preparation of collection instruments can be interdependent. It also includes the preparation of metadata descriptions of collected and derived variables, as well as statistical and geospatial classification (ECE, 2019). From the gender perspective, all the necessary variables must be included to meet the specific objectives needed to support the relevant disaggregation and analyses, in order to shed light on women's and men's situations from an intersectional perspective.

Approaches

- Ensuring that the variables contribute to analyses that will reflect gender inequalities and the associated issues in the subjects of statistical operations.
- Ensuring that the variables reflecting the project's gender perspective aims are formulated in a way that is coherent with previously determined concepts.
- Ensuring that the language used in the description of variables, collection instruments and metadata documents is non-sexist and bias-free.
- Making sure that the population variables included enable analysis from a gender and intersectional perspective, including simple age, disability status, ethnicity, migration status, location, main occupation, relationship, number of children, gender identity, sexual orientation, education, income quintile and poverty status, so that these variables can be intersected with sex and with each other, taking due account of statistical representativeness considerations.
- Drawing a conceptual distinction between the variables of sex, gender and gender identity.
- Considering the gender implications of some key variables, for example, head of household (see box IV.1), as well as the gender implications of taking the household as the unit of analysis.

²⁷ See an overview of specialized portals in the countries of the region in table IV in ECLAC (2022d).

Box IV.1**The head of household variable as viewed from a gender perspective**

The figure “head of household” is widely used in household surveys and population censuses in the countries of the region, which has enabled a gendered analysis based on the sex of the person reported as head of household. This is particularly useful for analysis that involves measurements whose unit of analysis is the household. However, criticisms have been made regarding gender bias in the conceptualization of household headship and how the related data are collected. Owing to certain gender stereotypes and sexist social or economic conventions, a woman may not be described as head of the household when an adult male is present in the same household, even if she performs the role traditionally understood as “head of household” (INE, 2015). As an alternative, the Economic Commission for Latin America and the Caribbean (ECLAC) recommends using a more inclusive term, such as “reference person” (used, for example, by the National Institute of Statistics (INE) of Uruguay in the 2011 census) or “person responsible for the dwelling” (used by the Brazilian Institute of Geography and Statistics (IBGE) in the 2000 and 2010 censuses). Another proposal is to enquire about “joint headship” (which the National Institute of Statistics and Censuses (INEC) of Costa Rica did in the 2011 and 2022 censuses), to avoid gender biases and collect indicators relating to the notion of sharing responsibilities (ECLAC, 2022). If it is decided to maintain the concept of head of household, it is recommended to explicitly leave it linguistically open to either sex and ensure that the question is formulated to make it clear to the interviewee what is being asked (DANE, 2020). Finally, these changes need to be made throughout the official statistical system, not only in the census (ECLAC, 2022).

Source: Economic Commission for Latin America and the Caribbean (ECLAC), on the basis of National Institute of Statistics of Chile (INE), *Guía metodológica para incorporar el enfoque de género en las estadísticas*, Santiago, 2015; Economic Commission for Latin America and the Caribbean (ECLAC), *Breaking the statistical silence to achieve gender equality by 2030: Application of the information systems pillar of the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030* (LC/CRM.15/4), Santiago, 2022; National Administrative Department of Statistics (DANE), *Guía para la inclusión del enfoque diferencial e interseccional*, Bogotá, 2020.

2.3 Design collection

This subprocess designs and determines the most appropriate data collection instruments and methods (ECE, 2019). The design of the instrument may utilize inputs from international or regional bodies (such as statistical standards) in the interests of comparability between countries. This subprocess also includes the design of questions and response templates in conjunction with the variables and statistical classifications designed in subprocess 2.2.²⁸

This subprocess also includes the confirmation of any formal agreements or other type of arrangements with suppliers and recipients of information. This is enabled by tools such as question libraries to facilitate the reuse of questions and related attributes, questionnaire tools to enable the quick and easy compilation of questions into formats suitable for cognitive testing²⁹ and agreement templates to help standardize terms and conditions. It also includes the design of provider management systems that are specific to this statistical business process (ECE, 2019). Where organizations outside national statistical offices collect data, this subprocess may include the design of mechanisms to monitor the data and the metadata to assess impacts of any change made by the third party (ECE, 2019).

In general, to include the gender perspective, these instruments must use non-sexist language, avoid introducing gender biases,³⁰ include explanatory notes where relevant, be accompanied by support material for staff training and be tested by diverse individuals.

²⁸ In 2015, the United Nations published the document *Integrating a Gender Perspective into Statistics*, which refers to a series of recommendations for designing questionnaires for statistical projects (see United Nations (2016)).

²⁹ 28 A testing method to obtain qualitative information on how respondents interpret and answer questions in order to review and eliminate possible failings in their construction (Brancato and others, 2006).

³⁰ Such as the underreporting of women’s economic activity, gender violence against women and girls, and births and deaths of girls (United Nations, 2016). These data may be altered depending on the type of data collection, the type of collection unit, and the resources available (ECE, 2019).

Approaches

- Reviewing the formulation of questions to eliminate possible biases due to gender stereotypes or roles. The gender perspective must cover every question (INE, 2019d).
- Ensuring that question and response design uses concepts and denominations³¹ that avoid reproducing gender biases and concealing women's reality, seeking to make the terminology readily understandable.
- Identifying gender-sensitive questions for follow up within instrument testing design (such as cognitive interviews and pilot tests), in order to identify and eliminate biases. It may be useful for tests to use gender-sensitive questions with open response options, which would serve to identify new options that are important from a gender perspective.
- Using pilot tests to identify terms that are confusing or ambiguous to interpret, and which will have to be adjusted or clarified when the question is asked.
- Designing pilot tests to include the full diversity of the population, especially when adding new questions and instruments.
- Taking measures to put respondents at ease and ensure their privacy, especially in the case of questionnaires that touch on sensitive information, for example, by giving people the option to choose the sex of the interviewer, or by carrying out the survey outside the home. It is recommended to register cases for which it was not possible to ensure a minimum standard of privacy.
- Incorporating practices and innovations to facilitate the collection of sensitive information in instrument design, for example, by using headphones or electronic devices to ask questions.
- Considering whether to collect people's official identifying information to enable the integration of data sources to generate analysis with a gender perspective.³² This could enable the design of shorter collection instruments with which different records or surveys can be cross-referenced, avoiding duplication in the collection of variables.
- Designing the specifications for the field staff or profile of data collection staff based on the particular information to be collected, given that these could generate distortions in responses or gender biases. For example, female profiles are recommended for conducting specialized surveys on violence against women (United Nations, 2013; MIMP, 2014; Ellsberg and Lori, 2007), ideally with experience in violence issues.
- Where the field staff is to consist of both men and women, ensuring gender parity in the recruitment of surveyors and supervisors. The criminal and judicial records of applicants should be reviewed, taking into consideration, for example, histories of gender violence against women and girls.
- Designing pedagogical training and sensitization strategies containing methodological recommendations and warnings for field staff to prevent gender bias during data collection and adopting strategies to evaluate the acquisition of these skills. This subprocess can also be supported by the design of a gender awareness strategy for information users.
- Where appropriate, designing support material for respondents to contextualize the topic being researched, giving special consideration to the terms that have to do with gender.
- Designing protocols and mechanisms to prevent, respond to and activate alerts in cases of gender violence against women and girls, both for surveyors and respondents and for others participating in the collection process.
- Formulating sets of questions that can be inserted into surveys designed for other purposes (for example, time-use modules in employment and occupation surveys).

³¹ For example, treating unpaid work as work means avoiding the use of terms such as "does not work" to refer to those who are devoted full-time to unpaid care activities.

³² For example, sometimes, an administrative record containing information that is relevant to gender issues does not include the sex variable, but crossing it with another record using the identification variable will fill this gap without the need for additional statistical projects.

- Preparing ethical and safety protocols, especially for surveys on sensitive topics such as gender violence against women and girls. It may also be necessary to design specific protocols for interviews with certain population groups (such as children).
- Preparing interview techniques and standardized support texts for collecting sensitive information, for example, in the case of gender violence against women and girls, sexual orientation, gender identity, gender expression and sexual characteristics or other areas where answers may be difficult to give.
- Including recommendations and warnings for collectors on the prevention of violence or harassment in collection training manuals. This applies to everyone involved in the process.

2.4 Design frame and sample

This subprocess only applies to processes which involve data collection based on sampling, such as through surveys. It identifies and specifies the population of interest, defines a sampling frame and the register from which it is derived, and determines the most appropriate sampling criteria and methodology. Common sources for a sample frame are administrative and statistical registers, censuses and information from other sample surveys. It may include geospatial data and classifications. This subprocess describes how these sources can be combined if needed. Analysis should be performed of whether the frame covers the target population and the sampling plan. From a gender perspective, all surveys taking individuals as the unit of analysis must include the sex variable and ensure that the sample frame poses no difficulties for the disaggregation of indicators by sex.³³

Approaches

- Ensuring that each population group to be included in the analysis is properly represented in the sample design, both individually and in cross-references and interactions. This includes representativeness, meaning that the sample must support affirmations for different groups of women (by age, socioeconomic level, ethnicity or race, among other variables).
- Conducting surveys focused on specific population groups, such as speakers of Indigenous languages or migrant populations. In particular, there are specific cases in which the target population of the statistical operation may pose challenges for gendered statistical analyses (for example, the population deprived of liberty).

2.5 Design processing and analysis

This subprocess designs the methodology for statistical processing of the data collected and analysis of the results, including the specification of routines and rules for validating, coding, editing and imputation, specifications for data integration from multiple data sources, validation of data and estimation, which may be recorded in an analysis plan to be taken up in subprocess 3.2. This subprocess should include the evaluation and elimination of gender biases in database preparation routines and ensure that sex disaggregation is provided for key indicators and specific indicators with a gender perspective within the analysis plan.

Approaches

- Including disaggregation by sex in the core indicators resulting from the operation (provided that the unit of analysis is the individual).
- Projecting indicators that clearly show the magnitude of different forms of gender inequality within the analysis plan.

³³ Surveys do not usually present major challenges as regards statistical representativeness of women and men, as each group comes close to representing half of the total population.

- Including routines and indicators that support intersectional analysis, where the sex variable is associated with other relevant variables in a multiple and overlapping manner.
- Taking into consideration the definition of concepts and methods used previously in similar or comparable statistical projects conducted in the country or internationally. As context, the analysis plan may include background information that will be useful for comparison with other situations or moments in time, with the necessary caveats in relation to comparability.
- Seeking and eliminating possible gender biases in the specification of routines and rules for coding, validation, editing and imputation. It is useful to identify previous variables or routines that may be gender-sensitive and consult internally and externally to evaluate and improve them.
- Reviewing the residual variable “other” or “please specify” within collection instruments, as this may yield relevant information for analysis from a gender perspective.
- Designing strategies to ensure that staff carrying out processing and analysis have the necessary conceptual and methodological knowledge to address the respective topic from a gender perspective, in order to reduce possible gender biases in data use and interpretations.

2.6 Design production systems and workflows

This subprocess determines the workflow from data collection to dissemination, ensuring that all the processes required fit together efficiently. It also considers how staff will interact with systems and who will be responsible for what and when. It requires reviewing the technological tools available, identifying barriers and risks, and generating solutions for where flows are not clear or effective (ECE, 2019).

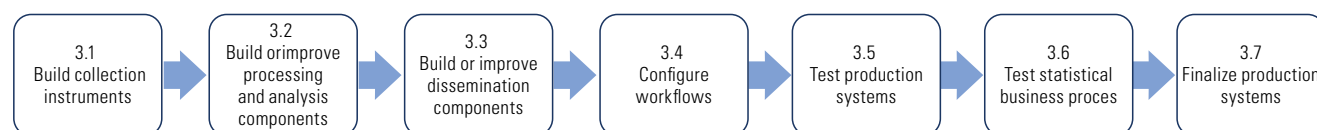
Approaches

- Ensuring that advice is sought from gender specialists at all stages of the workflow.
- Creating strategies for documenting the process and the lessons arising from the inclusion of the gender perspective, to prevent knowledge loss when staff move from being a challenge for national statistical offices and their gender specialists.

D. Phase 3: Build

This phase builds, resumes or updates data collection instruments and tools and the components of the process, while configuring workflows. Subsequently, the production system and the statistical business process are tested. Lastly, the production system is finalized (ECE/WBI, 2010) (see diagram IV.4). This phase and the following ones require that the conceptual framework and concepts identified in phase 1 and defined or redefined in phase 2 are applied and fully integrated and understood, which requires careful monitoring of the gender-related specificities included.³⁴

Diagram IV.4
Phase 3: Build



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

³⁴ Some of the subprocesses in this phase do not involve orientations beyond those included when they were designed in phase 2, so they are omitted from this section.

3.1 Build collection instruments

This subprocess consists of the activities that will be carried out to develop, reuse or update the collection instruments, including the response categories. It is accompanied by the development of tools and other materials, such as manuals or workshops to train the staff responsible for collection, processing, analysis and dissemination, as well as in the operation of components, applications and software services and their functionality (INEGI, 2018).

Approaches

- Using non-sexist and inclusive language in collection instruments.
- Assigning the same level of hierarchy to common responses by both women and men, for example, regarding feminized or masculinized tasks (INE, 2019d).
- Preventing biases among respondents and interviewers (for example, underreporting of women's economic and labour activities) by means of information collection strategies (ILO, 2022).
- Examining practical strategies of collection staff to identify and eliminate possible gender biases during testing of instrument performance. Biases may be induced from the way questions are asked to make oneself understood, the answer options that are read out first or selectively, and the order of the response options.
- Testing the use of label titles or markers, flows and questionnaire instructions provided in the design phase to avoid gender bias.
- Configuring design phase specifications to ensure that the collection instrument captures information for diverse groups of women.
- Asking entities or individuals who are experts in gender affairs to review the instrument,³⁵ and making use of manuals and related pedagogical materials.
- Modernizing information technologies for data collection, as well as the different ways in which a questionnaire can be applied and those most appropriate for the type of data being collected. For example, conversational surveys can reduce biases arising from respondents' misunderstanding of questions (ILO, 2022), but they may be unsuitable for capturing sensitive information. Private interviews and the completion of self-service forms using headphones,³⁶ for example, are more suitable to protect the rights of respondents and generate higher quality estimates in the case of sensitive information.
- Testing and ensuring that gender bias is not introduced in the analysis of instrument evaluation results, when field observations are used to provide feedback and adapt instruments. Question evaluation methodologies with a gender perspective can be applied through qualitative techniques and cognitive interviews (INE, 2019d). Attention should be paid to whether gender biases may arise from measurement errors owing to the wording or sequence of questions and response codes (ILO, 2022).
- Applying intersectional criteria to include women and men in the cognitive and pilot tests used to test the instruments.
- Documenting the findings and decisions arising from instrument testing in order to preserve the lessons learned regarding elimination of gender bias and understanding of questions.

³⁵ The Dominican Republic took advice from the Inter-American Development Bank (IDB) for its Experimental Survey on the Situation of Women (ENESIM) in 2018.

³⁶ As was done in the case of the National Survey on the Dynamics of Relationships in Households (ENDIREH) 2022 and the National Survey on Sexual and Gender Diversity (ENDISEG) 2021 by INEGI in Mexico. For more information, see [online] <https://www.inegi.org.mx/programas/endireh/2021/> and <https://www.inegi.org.mx/programas/endiseq/2021/>.

3.2 Build or improve processing and analysis components

This subprocess describes the activities to build new components or improve existing ones for the process and analysis phases, as designed in the design phase. Services may include dashboard functions and features, information services, transformation functions, geospatial data services, workflow frameworks, and provider and metadata management services (ECE, 2019).

Approaches

- Including dashboard functions and features, information services, transformation functions (DANE/UN-Women, 2020b), workflow frameworks, geospatial data services (CEGS, 2022), provider and metadata management services (ECE, 2016) and software that enables disaggregation by sex and by intersectional categories.
- In building and improving the computer infrastructure that will support the collection instruments (INEGI, 2018), every effort must be made to ensure that instruments originally in paper format are seamlessly transferred to electronic devices, taking precautions to avoid gender bias.

3.3 Build or improve dissemination components

This subprocess describes the activities to build new components or reuse existing components needed for the dissemination of statistical products as designed in subprocess 2.1, such as producing print or digital publications, providing web services for downloading or online processing, technical assistance or data laboratories, open data outputs or access to microdata, geoviewers or geospatial statistics (ECE, 2016, p. 19). It also implies developing the necessary mechanisms to disseminate the products or results to be used by data-users (DANE, 2019).

Approaches³⁷

- Establishing a workflow between the communications team and gender experts (from national statistical offices or national machineries for the advancement of women) for the production and validation of dissemination components.
- Promoting and updating gender atlases and gender observatories.
- For phases 3.4, 3.5 and 3.7,³⁸ from a gender perspective, it is recommended to project the management and tools necessary for the working mechanisms and consultations (round tables, forms, specific consultations, webinars) to ensure that gender specialists are consulted at different stages of the workflow when required.

3.4 Test production systems

This subprocess describes the activities involved in managing and carrying out a field or pilot test for the statistical process. The idea is to test different components or activities of the process to ensure that they work properly. This may enable identification of adjustments needed to collection instruments, manuals or operating procedures, and, if necessary, adjustments to instruments, systems or components in prior subprocesses. This subprocess may help to identify gender or other biases in the different stages of production, so it is important in mainstreaming the gender perspective in the process ahead.

³⁷ Includes the design guidelines in phase 2.1.

³⁸ Phase 3.4: "Configure workflows"; phase 3.5: "Test production systems", and phase 3.7: "Finalize production systems".

Approaches

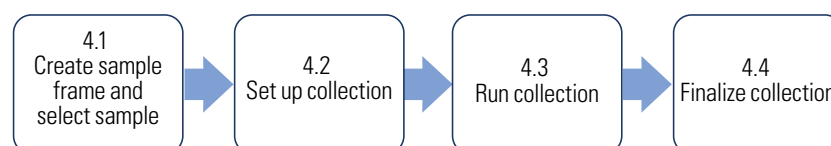
- Including the detection of gender biases and how they can be corrected in pilots and field tests, i.e. these should identify whether the questions are understandable for everyone to be interviewed, regardless of sex, age, educational level or other characteristics.
- Collecting, processing and analysing data on a small scale, in order to identify any gender biases that have not been addressed in the design phase, such as possible lacks of gender perspective and flaws in the design of the variables, the questionnaire, the manual or the training, as well as to ensure that the tool is well understood by both interviewees and interviewers.
- Including national machineries for the advancement of women as observers in this subprocess.
- Thinking about the times of day when data will be collected and how this may influence the representation of women and men, as well as other population groups, in the data collected.
- Checking that the gender perspective implemented in the previous phases is not altered by the electronic instruments tested as part of this subprocess.

E. Phase 4: Collect data

In this phase, actions planned, designed and built during the previous phases are carried out to obtain data in the field and to generate statistical information that meets the needs identified. From a gender perspective, collection activities must avoid reproducing gender biases by providing incomplete information or making the data blind to certain activities and realities that are important to ensure that women, girls and other groups are properly represented.

This phase comprises four subprocesses (see diagram IV.5).

Diagram IV.5
Phase 4: Collect data



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

4.1 Create sample frame and select sample

This subprocess establishes the frame and selects the sample for the data collection, as specified in subprocess 2.4, verifying that the frame and sample selection cover the target population. It also includes the coordination of samples between instances of the same Generic Statistical Business Process Model (GSBPM) and between different processes using a common frame or register, to manage overlap, rotation or data saturation or to spread response burden, or other important considerations to ensure statistical quality. Quality assurance and approval of the frame and the selected sample are also undertaken in this subprocess. Maintenance of underlying registers, from which frames for several statistical processes are drawn, is treated as a separate business process. From a gender perspective, the sample should be set up to ensure that women and girls in all their diversity are represented.

Approaches

- Including all population groups, households, agricultural concerns or economic units in the sampling, according to the objectives of the respective programme, which are known to have different gender patterns (United Nations, 2016).
- Ensuring that the sample is large enough to offer proper estimates, considering representativeness by sex, intersected with characteristics needed for disaggregations.

4.2 Set up collection

This subprocess ensures that the people, processes and technology are ready to collect data and metadata, in all modes as designed. It includes activities relating to strategy, configuration of collection systems to request and receive data, preparation of collection instruments, training, hiring and logistics. It uses manual inputs or guides for supervisors and interviewers, as well as field protocols to ensure the quality of collection. It also configures software for data capture in the field, using print questionnaires or mobile electronic devices,³⁹ and the measures designed to ensure gender-sensitive collection are put into practice.

Approaches

- Making use of international recommendations on the choice of suitable people or specific profiles to capture data on each topic (for example, for time use surveys, the United Nations *Guide to Producing Statistics on Time Use: Measuring Paid and Unpaid Work* (2005), which offers advice for national statistical offices on the different phases of the statistical business process and the processes for the survey or the inclusion of a module), depending on the objective of the statistical programmes (sex, experience, schooling, among others).
- Taking into account the importance of having women in decision-making positions to build on the gender considerations developed in the previous phases.
- Training on the use of inclusive language in field work is particularly important in sensitive topics, such as collections that include data on sexuality or violence, in which it may even be necessary to provide containment or strategies to refer interviewees for psychological care, legal advice or other services, under the legal principles that govern privacy and statistical confidentiality.

4.3 Run collection

This subprocess is where data are collected, using the different instruments designed for collection or compilation. In the case of surveys and censuses, it requires visiting the addresses planned during the sample design. In the case of administrative and non-statistical sources, it includes contact with providers to request them to send the information required within the agreed time.

For administrative records, proper recording of individual identifiers must be ensured, as well as strategies to avoid gaps and lost data. Data integration is important for this source of information and may be carried out through an inventory of different administrative sources. The variables of interest are imported from the various administrative sources being used, to produce the derived variables limited to the stated objectives (INE, 2015b). Preliminary checks of the structure and integrity of the information received may take place within this subprocess.

³⁹ Costa Rica has an integrated system divided into an integrated data capture system (SICAD), an interview management system for supervisors (SAES), a quality system and processing system.

It must be ensured during this phase that the measures designed to mainstream the gender perspective in data collection are being properly applied, which requires supervision and observation of field work and a record of contingencies relating to gender biases.

Approaches

- Ensuring that supervision, oversight, field work review and protocols are in place for observing gender biases. Supervisors with gender training from the previous subprocess may need to adjust aspects that can affect data collection, respondent availability (differences between women and men) and checking on interviewers to avoid collection biases during the interview.
- Using feedback from interviewers to identify the challenges that arise in the field work and to make improvements in the iterations of this subprocess. Likewise, the identification of biases by field personnel is important for generating data for subsequent phases (such as evaluation).
- Ensuring that men and women are distributed equally in the field, if both are on the staff.
- Thinking about the times of day when collection is carried out and how this influences the representation of both sexes according to the results of the field tests, taking into account the details identified in the collection design.
- When possible, interviewing all household members without any priority or hierarchy and allowing each person to respond individually, especially questions related to self-perception and topics considered sensitive information, such as violence or variables intended to show sexual and gender diversity.

4.4 Finalize collection

When the collection meets its targets, it is closed and a report on the collection is produced. Depending on the capture method, it may include loading the collected data into a suitable electronic environment for further processing. It may also include validation or analysis of the paradata associated with collection to ensure the collection activities have met requirements.

Approaches

- Preparing an operational report and verifying that the collected data are complete in relation to indicators with a gender perspective.
- Reviewing the information following the sex-disaggregation criteria.
- Including logs and background on issues identified in the field, including non-response, non-availability of respondents, lack of privacy for the person surveyed or annoyance or discomfort with responses concerning sensitive gender aspects. This report is essential to understand possible failures or biases in the collected data and to make improvements in subsequent phases. Feedback on field work from interviewers is useful for future iterations (INE, 2022).

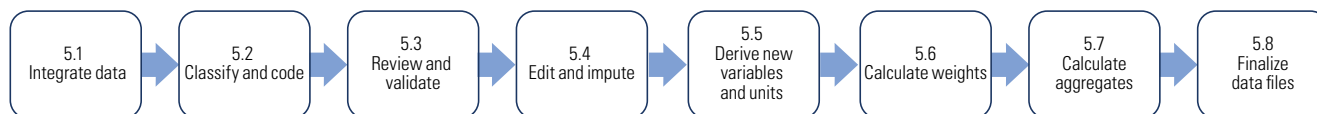
F. Phase 5: Process

This phase consists of the review, validation and purging of data for subsequent analysis and diffusion as statistical outputs (ECLAC, 2022b). It integrates data, classifies and codes, reviews, validates and edits, imputes, derives new variables and statistical units, calculates weights and aggregates and finalizes data files (ECE/WBI, 2010). It is important to explicitly consider the gender perspective in this phase, since manipulating data without taking into account the different realities of women, girls and other population groups can lead to significant gender biases in the final data and in the information to be produced.

This phase has eight subprocesses (see diagram IV.6).

Diagram IV.6

Phase 5: Process



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

5.1 Integrate data

This subprocess integrates data from one or more sources, combining the results of subprocesses in the collection phase. Data integration may include combining data from multiple sources, as part of the creation of integrated statistics such as national accounts; matching or record linkage routines, with the aim of linking micro or macro data from different sources; and prioritizing, when two or more sources contain data for the same variable, with potentially different values.

Data integration may take place at any point in this phase, before or after any of the other subprocesses. Following integration (depending on data protection requirements) data may be de-identified, by stripping them of identifiers such as name, address and geographical unit, to help to protect confidentiality (ECE, 2016).

Approaches

- Administrative records that do not contain related population variables, especially the sex variable, should be integrated with sources that do include sex. This requires an enabling environment for information-sharing between the national statistical office and record-producing entities, with clear data transmission and protection protocols.⁴⁰
- Retaining ongoing advisory services from gender specialists for making methodological decisions in accordance with the knowledge accumulated regarding the sources to be integrated and the precision of prediction algorithms or variable imputation.

5.2 Classify and code

This subprocess involves translating the data into standardized codes that facilitate computerized data processing. This subprocess classifies and codes the data and enables integration.

Approaches

- Using international, regional or national classifications, such as time-use classifications, for gender-relevant topics.⁴¹ Some questions from the questionnaires or administrative records may be coded at the collection phase, while others are coded later, within this subprocess (DANE, 2019).

⁴⁰ For example, in Colombia, the National Administrative Department of Statistics, with the support of UN-Women, integrated land registry data, which did not originally include the sex variable, with census and civil registry data in order to produce the sex variable and other population variables and perform an analysis on land ownership from a gender perspective. The results of this exercise can be found in *Nota Estadística* "Propiedad rural en Colombia: un análisis con perspectiva de género e integración de fuentes de datos" (DANE/UN-Women, 2022). It is also feasible to use sex prediction algorithms which, though not perfect, serve to fill gaps in the sex variable and in the spectrum of themes informed by gender statistics (this also relates to subprocess 5.4).

⁴¹ Such as the Classification of Time-Use Activities for Latin America and the Caribbean (CAUTAL) and the International Classification of Activities for Time-Use Statistics (ICATUS).

- Identifying and documenting cases of variables where sex plays an important role in the classification dynamics.
- In the case of administrative records, if there is basic information on how the data source has been created, mechanisms can be created with gender specialists to validate, purge and recode variables.

5.3 Review and validate

This subprocess examines data to identify potential problems, errors and discrepancies such as outliers, non-response and miscoding (ECE, 2016).

Approaches

- Applying non-sexist and updated criteria regarding gender relations (for example, all same-sex couples used to be returned as inconsistencies because it was assumed that there were coding errors in a variable). To correct this criterion in a manner that is respectful of human rights and diversity, validations concerning the sex variable must be verified, checks are to be performing using names and, when possible, the sexual orientation variable.
- Verifying the geographical coverage and geocoding and calculating the non-response obtained for each of the variables, in order to ensure that the gender perspective is supported. This may be performed iteratively.

5.4 Edit and impute

This subprocess involves the correction of incorrect, missing or unreliable data. The terms editing and imputation cover a variety of methods, often using a rule-based approach. To ensure proper monitoring of the process, it is important to mark any data changed and produce metadata specific to the editing and imputation process (ECE, 2019). Gender mainstreaming implies specific oversight of imputation procedures in order to avoid biases and stereotypes.

Approaches

- Imputing missing values using a robust, pre-established methodology rather than based on assumptions or stereotypes (ECLAC, 2022d).
- Ensuring that imputations reflect gender gaps (ECE/WBI, 2010), for example in income, and selection biases in data on labour income. For example, gender bias may occur if missing values for women's wages are replaced by the general average wage instead of, more correctly, the average for women's wages (INE, 2015b).
- Reviewing the capture of variables and especially those that capture sex and gender in order to determine if missing ones follow a specific pattern or are random.
- Applying sex prediction algorithms to carry out analyses with a gender perspective for records that do not originally contain the sex variable, if institutional or technological arrangements do not support source integration or if the key variable is unavailable. All this must be done in consultancy with the gender units of national statistical offices or other data-producing organizations.
- If it is concluded that data is biased, missing or not representative of the groups of interest, or does not disaggregate by sex, a methodology should be identified to make changes to aggregate or adjust the data.

5.6 Calculate weights

This subprocess creates weights for unit data records according to the methodology developed in subprocess 2.5. For sample surveys, weights are used to make data representative of the target population or to adjust for non-response in total enumerations. In other situations, variables may need weighting for normalization purposes (ECE, 2016).

Approaches

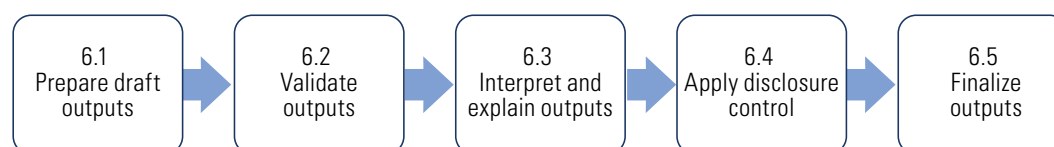
- From a gender perspective, the weighting procedure is useful to explore populations that represent small percentages of the total population. It may also be that collection makes it necessary to adjust the weights to address data collection biases, subject to the relevant analyses and methodologies. Furthermore, weighting at the individual level reveals inequalities that are not always visible at the household level, such as in poverty estimates, where women may show higher levels of poverty depending on how the calculations are done (UN-Women/INMUJERES, 2016).

G. Phase 6: Analyse

In this phase, which has five subprocesses, statistical outputs are produced and examined in detail, statistical content is prepared, and it is ensured that outputs are fit for purpose and meet data needs (see diagram IV.7). In general, this phase involves working with the results of the process phase.

Diagram IV.7

Phase 6: Analyse



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

6.1 Prepare draft outputs

This subprocess is where the data are transformed into statistical outputs, as designed in subprocess 2.1. It may also include the production of additional measures such as indexes, trend or seasonally adjusted series, as well as the recording of quality characteristics (ECE, 2016). The preparation of maps, GIS outputs and geostatistical services can be included to maximize the value and capacity to analyse the statistical information.

Approaches

- Including a range of relevant gender indicators that can be constructed from the available information (distribution or concentration by sex, gender gaps, ratios, feminization or masculinization indices, among others).
- Selecting strategic indicators for gender that are related to substantive themes (see the conceptual framework) and public policy agendas.
- Following quality criteria for generating outputs, including responses that are relevant to users. Outputs should be disaggregated by sex whenever possible to highlight gender gaps.

6.2 Validate outputs

Here, professional statisticians validate output quality in accordance with quality frameworks and with expectations. Frameworks include standards for evaluating the quality of estimates.⁴²

⁴² In 2020, Chile's national statistical institute published *Estándar para la evaluación de la calidad de las estimaciones en encuestas de hogares*, which indicates the requirements for an estimate to be reliable. One of these is that each cross-tabulation should reflect at least 60 cases. This makes intersectional analysis using household survey data all the more rigorous. See INE (2020).

Approaches

- Checking that the population coverage and response rates are as required, considering subpopulations of women and men. It may also be worth ascertaining the calculation of the response rate by sex of the interviewer.
- Comparing the statistics with previous cycles (if applicable), for example, existing series of surveys on time use, violence against women or sexual and reproductive health.
- Checking that the metadata and paradata are present and in line with expectations and precautions from a gender perspective.
- Confronting the statistics against other relevant data, taking into account similar projects in the region.
- Investigating inconsistencies in the statistics, examining whether there may be explanations in terms of gender relations.
- Validating the statistics against expectations and domain intelligence (ECE, 2016, p. 23) in consultation with gender experts.

6.3 Interpret and explain outputs

In this subprocess, statisticians gain an in-depth understanding of the outputs, so that they can interpret and explain the statistics produced. Gender-sensitive analysis must be relational, hierarchical, timely and context-specific (INE, 2019a).

Approaches

- Reviewing information from a gender and rights perspective that contextualizes the outputs obtained and using this alongside dissemination products. This will help to avoid reinforcing stereotypes and inform the reading of the data.
- Analysing official statistics from a gender and intersectional perspective in order to identify inequalities, differences and gender gaps, and support the formulation, monitoring and evaluation of public policies aimed at equality between women and men.
- Performing separate analyses for each sex (INE, 2019d), in case the results clarify and improve understanding of gender differences or reveal additional information.

6.4 Apply disclosure control

This subprocess ensures that the data to be disseminated do not breach the confidentiality standards of official mandates. This may include checks for primary and secondary disclosure, as well as the application of data suppression or perturbation techniques to eliminate random oscillations. This subprocess is particularly sensitive in surveys or studies on violence against women.

Approaches

- Carefully reviewing the specifics of the confidentiality necessary in situations involving gender violence against women and girls or the exercise of sexual and reproductive rights.

6.5 Finalize outputs

This consists of activities that ensure that statistical outputs are ready to use. Statistical precision measures may be used to verify quality and determine the release of indicators. These include classifications by quality degree: for example, unreliable estimator, descriptive use and reliable estimator (INE, 2019d).

Approaches

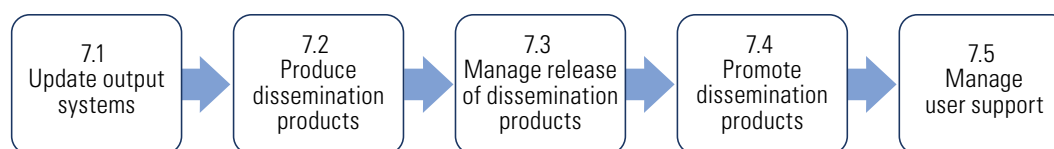
- Running consistency checks of the outputs in relation to gender, contrasting them with other sources of information and literature on the particular topic.
- Documenting and explaining the caveats regarding the analysis carried out in relation to gender, taking into account the characteristics of the process followed.
- Checking that the technical notes on population variables (such as sex) and the other variables required for intersectional analyses are properly collated.
- Carrying out the internal reviews required by the specialized gender unit and implement peer review strategies.
- Including disaggregations by sex in final products, subject to statistical possibilities, to ensure that the statistics contained in the various outputs conform to a minimum gender criterion.

H. Phase 7: Disseminate

This phase, which has five subprocesses, manages the release of the statistical products to users, individuals and entities, through a range of channels. It includes all activities associated with assembling and releasing products to facilitate access to and use of statistics (see diagram IV.8).

Diagram IV.8

Phase 7: Disseminate



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

Dissemination involves turning data into statistics and statistics into information. Information should be disseminated in accessible formats, given that individual or organizational users may not know how to use the available databases or analyses. This means going beyond releasing survey reports or databases and reaching out to different types of audiences.

It is also advisable to adopt strategies to enable individual or organizational users to find information, seeking to reach people who are not exposed to conventional statistical formats, via communication strategies⁴³ with a long-term dissemination plan that will increase knowledge and feedback on data sources at the evaluation phase. It is essential to indicate data scope and limitations as part of dissemination.

⁴³ Communication strategies aimed at non-experts should include the development of specific educational or training material.

7.1 Update output systems

This subprocess manages the update of systems where data and metadata are stored ready for dissemination purposes (ECE, 2016) and sets forth the technical criteria for communication, release and dissemination of the different statistical outputs for individual and organizational users and other stakeholders, by means of dissemination strategies (DANE, 2020).

Approaches

- Ensuring that essential variables for mainstreaming the gender perspective, such as sex, gender identity or variables on unpaid domestic and care work are included in the output databases, as well as the main variables and basic tabulations, in order to support disaggregation of the rest of the information or link these with other data.
- Providing the respective caveats upon releasing the information in stances where a large percentage of values are missing for any variable. Special care must be taken in relation to low-incidence variables, which could jeopardize personal data privacy if released disaggregated by category with a gender and intersectional perspective. In this case, national statistical offices should consider whether analyses should be run internally to use the data while preserving confidentiality.
- Checking that the weighting performed in subprocess 5.6 satisfies the representation of interest groups.

7.2 Produce dissemination products

This subprocess requires aligning the generation of products with existing regulations regarding the dissemination of information with a gender perspective⁴⁴ and with legislation on the production and availability of statistical information and microdata.⁴⁵ The different documents and communication plans developed for the short and medium terms should take into account the different types of users (policymakers, academic community, civil society organizations and others) in order to ensure that their needs are met.

Approaches

- For observatories and web pages, consulting gender experts for guidance on the conceptual frameworks and adjusting dissemination accordingly.
- Using non-sexist language, both in writing documents and in the use of images and graphics, and avoiding gender, racist or class stereotypes in dissemination products (ECLAC, 2022d) (see box I.1).
- Making updated, quality information available to users through web pages that include metadata and, where doubt exists, following advice from project experts.
- Facilitating the interpretation of statistical publications relating to gender by using understandable language, graphics, tables and maps.
- Where the formats for dissemination allow, statistical data showing intersectional gender gaps should be contextualized and supported by texts that place inequalities in context using respectful, affirmative and rights-based language (DANE, 2020).

⁴⁴ In El Salvador, under art. 14 of the Equality, Equity and Eradication of Discrimination against Women Act, all statistical information released must be disaggregated by sex.

⁴⁵ El Salvador is in the process of reforming legislation on this matter and Paraguay has legislation in place: Act no. 5,282 on free citizen access to public information and government transparency. For Argentina, see DNIC (2022). The Dominican Republic passed General Act no. 200-04 on free access to public information, see articles 1 and 2.

7.3 Manage release of dissemination products

This subprocess ensures that all elements for the release are in place, including managing the timing of the release and specific mechanisms for informing relevant groups. It also includes managing access to confidential data by groups of authorized users. Further, it implies providing for continuous review and feedback on information released, allowing for correction of any errors or updates to population projections, and not ruling out the substitution or withdrawal of information (ECE, 2016).

Approaches

- Consulting with gender representatives or specialists and users to gain insights from their methodological perspectives for the dissemination and improvement of the information being presented. This subprocess should include the actors consulted in the needs identification phase.
- Using tables and graphics to summarize and visualize the indicators. Tables should present the data for women and men next to each other and show gaps alongside statistics by sex (INE, 2019b).
- Designing materials to prioritize disaggregation by sex and those gender variables available in the data source that can be displayed intersectionally. This includes providing products and arranging access to sensitive data for authorized user groups.

7.4 Promote dissemination products

This subprocess concerns active promotion of statistical products to help them reach the widest possible audience. It includes the use of customer relationship management tools, to better target potential users of the products, as well as use of websites to facilitate the process of communicating statistical information to users.

Approaches

- Including sensitization activities for personnel responsible for product dissemination⁴⁶ and for the media, to ensure effective communication of gender and intersectional statistics and the correct interpretation and explanation of the information being disseminated.
- Ensuring maximum accessibility to information about and for persons with disabilities.
- Encouraging regular releases that include key gender agenda topics, making the sex variable prevalent in all the intersections that arise and, if possible, including information to support historical comparison.
- Disseminating products among decision makers and institutions involved in developing data sources and policy programmes and measures, in order to contribute to the design and monitoring of evidence-based policies.

7.5 Manage user support

This subprocess establishes a consultation procedure for users, in order to provide advice and resolve doubts within an established period. It is important here to consider the profiles of individual and institutional users, in order to provide appropriate tools for both experts and non-experts.

⁴⁶ The Dominican Republic will be holding a data visualization workshop with a gender approach together with PARIS21 and Datalat to improve the ability to transmit gender narratives using data from personnel responsible for data analysis, communication or visualization.

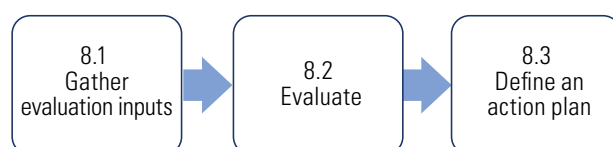
Approaches

- Responding to queries from civil society groups and organizations without statistical knowledge using comprehensible formats and flexible communication mechanisms.
- Consulting with civil society organizations to gauge understanding of dissemination products and plan possible improvements to them.

I. Phase 8: Evaluate

This phase, which includes three subprocesses, manages the evaluation of the statistical process. It is based on the inputs gathered during the various phases and identifies and prioritizes possible improvements. It includes conducting the evaluation and agreeing on an action plan (ECE/WBI, 2010) (see diagram IV.9).

Diagram IV.9
Phase 8: Evaluate



Source: Economic Commission for Latin America and the Caribbean (ECLAC).

8.1 Gather evaluation inputs

This subprocess gathers all the inputs for evaluation, which may be produced in any other phase or subprocess. It may take many forms, including comments from users, process metadata, system metrics and staff suggestions. It gathers all of these inputs, compiles quality indicators and makes them available for whoever is producing the evaluation. The collection of some of these materials can be automated and take place continuously throughout the whole process. For the evaluation of certain processes, it may be necessary to perform specific activities such as small surveys.

Approaches

- Using international gender statistical standards, frameworks and implementation guides for the evaluation of data and statistical capacities in order to obtain better gender statistics (PARIS21, 2020; INE, 2021), as well as academic research specialized in gender.
- Based on the inputs collected, generate a simple evaluation matrix or guide that explicitly establishes which dimensions are to be evaluated from the gender perspective, subject to updates and additions in the event of contingencies identified during the process.⁴⁷

8.2 Evaluate

This subprocess analyses the evaluation inputs and synthesizes them into an evaluation report that indicates any quality issues and makes recommendations for changes to any phase or subprocess for future iterations (ECE, 2016).

⁴⁷ It is also important to establish which individuals and departments will receive this guide, depending on the respective institutional characteristics, and the aim of the evaluation for each statistical process.

Approaches

- Identifying the difficulties encountered in including the gender perspective and making suggestions for improvement, taking into account the objectives proposed at the start.
- Documenting lessons learned.
- Reviewing possible gender biases in different phases of the process.
- Identifying improvements in workflows.

8.3 Define an action plan

In this subprocess, an action plan is formed and agreed upon based on the evaluation report, drawing on input from stakeholders responsible for policy design and implementation. These plans, in addition to adjustments to instruments, updates or sample designs, or survey periodicity or regularity, should also consider mechanisms for monitoring the impact of those actions, for example, on the construction of indicators or measurements based on the respective data source. These, in turn, may provide an input for evaluations of future iterations of the statistical business process (ECE, 2016, p. 30).

Approaches

- Maintaining regular contact with specialists from the academic sector and civil society, and updating the knowledge and consensus achieved within regional and international gender bodies.

Chapter V

Regional challenges for mainstreaming the gender perspective

Mainstreaming the gender perspective in the management of national statistical systems and in statistical production is a mandatory obligation for States, which may be facilitated by certain conditions.

The first is the specification of this obligation within the legal framework of the national statistical system (ECLAC, 2022d; UN-Women/INMUJERES/INEGI, 2019). Although this specification is important, there is already a de facto obligation, albeit not spelled out, insofar as all the countries have ratified the Convention on the Elimination of All Forms of Discrimination against Women and other international commitments that mandate the mainstreaming of the gender perspective.

A second challenge is to draw upon gender expertise and strengthen the stewardship and leadership of national machineries for the advancement of women as well as regional women's machineries (for example, the Council of Ministers of Women of Central America and the Dominican Republic, and the Central American Statistical Commission - CENTROESTAD) in the production of information, and statistical capacities within national machineries for the advancement of women (ECLAC, 2017a, par. 9.g).

They should also tap into the expertise of civil society and women's and feminist movements, as well as specialized academia. Regulations should be set up to ensure that national machineries for the advancement of women are involved in the entire statistical process, and that participatory processes are made part of the institutional structure.

Another challenge refers to strengthening gender institutions within national statistical systems by setting up an interinstitutional gender coordination machinery. This requires having trained gender experts in each agency and area of the system, to lead mainstreaming in their institutions and together make up the interinstitutional machinery within the national statistical system, with the aim of conducting active surveillance and providing documented advice for building in the gender and intersectional perspective.

The institutional hierarchy and the existence of clear mandates and an assigned budget is key for these machineries to carry out their work. Among the challenges signalled by the countries, financing is one of the main difficulties. Although advancing with the inclusion of gender issues in statistical processes does not always require substantial resources, it is also true that little progress can be made without financing and the allocation of sufficient and sustainable resources (ECLAC, 2022d).

In this regard, the political-institutional difficulties associated with adopting a joined-up approach between different data-producing sectors of the State is also a challenge, and all the more so in federal countries. Political will is therefore required to finance gender mainstreaming and make it a reality in national statistical systems, with objectives such as strengthening interoperability capabilities in information systems, enabling the integration of different databases and expanding the knowledge frontier and quality of the information being produced (ECLAC, 2022d).

Box V.1**Recommendations and good practices for strengthening gender mainstreaming in national statistical systems**

By virtue of the Buenos Aires Commitment, the countries of the region agreed to gender mainstreaming in national statistical systems through coordinated work between bodies that produce and use information and guaranteeing the allocation of a sufficient budget and the periodicity of measurements and the dissemination of information. The good practices identified in the effort to mainstream gender in national statistical systems give rise to some recommendations, which are listed below:^a

- Establish gender units within statistics-producing entities, preferably at the highest level of the organizational structure; as well as gender focal points within the institutions that form part of the national statistical system; ensuring that resources are sustainable and that the teams working on these issues are independent. Interinstitutional working groups on gender statistics are also common good practices.
- Strengthen collaboration between entities that produce and use statistics (ECLAC, 2017; United Nations, 2020). As part of this, foster cooperation agreements between national statistical offices and machineries for the advancement of women, including other relevant government and academic institutions.
- Foster legal frameworks to support the production of statistics with a gender perspective.
- Generate enabling environments for the use of various data sources. Within agreements established, generate consensus and operational routes to enable the use of administrative records to produce gender statistics. As a minimum, it is important to include the sex variable in administrative records. These records can fill information gaps and have low collection costs.
- Generate processes to institutionalize the practice of specialized surveys based on the conceptual frameworks described in chapter I.
- Foster the creation of arenas for discussion of the importance of gender mainstreaming in statistical information with public and private entities and users in general, to encourage its inclusion in national statistical systems.
- Ensure that the production of gender statistics is sustainable over time, to foster monitoring of indicators and facilitate the evaluation of policies and action plans.
- Advance strategies for gender parity within the institutions that make up the national statistical system.
- Generate consensus to support the localization, frequency and regional comparability of indicators with a gender perspective. To this end, departments of national statistical offices working on the indicators of the Sustainable Development Goals (SDGs), for example, are key actors.

Source: Prepared by the authors, on the basis of Economic Commission for Latin America and the Caribbean (ECLAC), *Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030* (LC/CRM.13/5), Santiago, 2017; United Nations, "Glossary of terms", *Integrating a Gender Perspective into Statistics* (ST/ESA/STAT/SER.F/111), New York, 2020 [online] <https://unstats.un.org/wiki/display/genderstatmanual/Glossary+of+terms>.

^a The United Nations Statistics Division identifies a set of implications for gender mainstreaming at the organizational level: leadership, legal framework, cooperation between users and producers of statistics, collaboration in developing and improving concepts and methods, training, and refocusing of the activities and position of gender units and gender focal points within national statistical systems. See more information in United Nations (2016).

Finally, it is important to recognize the prevalence of challenges related to conceptual and methodological standardization, especially in areas such as the measurement and regular reporting of indicators on gender violence against women and girls, gender and sexual diversity, and environmental statistics with a gender perspective, among others. The establishment and activities of the gender working groups of the Statistical Conference of the Americas of ECLAC has produced great progress in this direction and has led, among other things, to the production of this Guide. States can also benefit from cooperation between countries in regional bodies that adopt conceptual frameworks and common terminology and generate harmonization tools.

Box V.2**Latin America and the Caribbean: degrees of consolidation of gender statistics**

The region has made steady progress in improving gender statistics, building solid consensus and tools to measure the main phenomena that structure inequalities. It is important to avoid setbacks in these achievements, and to advance at all levels on the principle of progressivity.

A first degree of progress is represented by work-related statistics (paid and unpaid work) and statistics on participation in decision-making.

In the case of unpaid work, the region has a *Methodological guide on time-use measurements in Latin America and the Caribbean* (ECLAC, 2022, the outcome of a commitment assumed at the tenth meeting of the Statistical Conference of the Americas of ECLAC. The Guide has a minimum list of activities to be surveyed in time-use surveys in order for the main indicators to be comparable. It also includes a standard questionnaire that countries can adapt and use for their measurements. Another tool is the Classification of Time-Use Activities for Latin America and the Caribbean (CAUTAL), adopted at the seventh meeting of the Statistical Conference of the Americas (Quito, 2015).

In the case of paid work, labour market indicators are usually disaggregated by sex in the countries of the region. However, statistical production in this area needs to be further strengthened, incorporating new indicators to better capture the labour market situation of women in all their diversity. In addition, most countries in the region have records disaggregated by sex for seats elected by popular vote and, in some cases, those in the public administration and judicial branch.

A second level of progress concerns statistics on gender violence against women and girls. At least 12 countries have recognized the need for statistics on this subject in their legislation, with obligations affecting administrative records. Likewise, since 2010, 24 countries have adopted surveys that provide information on the prevalence of gender violence against women and girls (ECLAC, 2022).

At this second level there are also statistics linked to land ownership, financial inclusion and gender pay gaps. What sets this second level apart is that, although the countries of the region generate relevant information, it is still necessary to agree on standards.

Lastly, at a third level, involving more innovation or experimentation, there are environmental statistics and climate change indicators with a gender focus. The region does not produce data on these topics regularly, still less disaggregated by sex. Progress has therefore been less in this area and efforts should follow routes that have worked well for other topics.

The statistical silence has to be broken in order to reverse structural inequality in the region. The Gender Equality Observatory for Latin America and the Caribbean coordinates the efforts of the United Nations and cooperation agencies involved, as well as national machineries for the advancement of women and the national statistical offices of the countries of the region. The Observatory carries regional level data on economic, physical and decision-making autonomy and thus provides updated figures and information on various topics relevant to policymaking.^a

Source: Prepared by the authors, on the basis of Economic Commission for Latin America and the Caribbean (ECLAC), *Methodological guide on time-use measurements in Latin America and the Caribbean* (LC/CEA.11/17), Santiago, 2022, and *Breaking the statistical silence to achieve gender equality by 2030: application of the information systems pillar of the Montevideo Strategy for Implementation of the Regional Gender Agenda within the Sustainable Development Framework by 2030* (LC/CRM.15/4), Santiago, 2022.

^a See Gender Equality Observatory for Latin America and the Caribbean [online] <https://oig.cepal.org/en>.

Gender mainstreaming in national statistical systems is not an end in itself, but rather responds to specific needs to understand the structural causes of gender inequality and, accordingly, to foster and monitor public policies and measures aimed at dismantling the structural causes of inequality. The countries of the region have built up varying degrees of institutional capacities, but “it can be concluded that they are all capable of making progress, at their own pace, in strengthening these systems and that all regional learning and a willingness to cooperate can be of great use in all contexts. Progress may be in stages or gradual, in accordance with the capacities of each country, but it must always take place on the basis of the principle of progress and non-regression in institutionalizing the gender perspective in the national statistical system. To that end, it is crucial that this progress is sustainable over time by virtue of being based on capacities established in stable teams and on inter-institutional, regulatory and budgetary trust” (ECLAC, 2022d, p. 107).

The Regional Gender Agenda, and within this framework, coordination between the Statistical Conference of the Americas of ECLAC and the Regional Conference on Women in Latin America and the Caribbean, have underpinned the work of the Group which produced this Guide. It is hoped that wide use of the document will inspire and guide the production of quality statistics, framing progress towards gender equality, fostering the autonomy of women and girls, and channelling the transition towards a care society.

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Annex A1

Glossary

Gender bias	Omission concerning the way women, men and gender relations are conceptualized in a specific object of study or issue (INMUJERES, 2023)
Gender equality	Gender equality implies the guarantee of equal rights between women and men both in standards and laws (formal equality), and in opportunities and outcomes (substantive equality) (ECLAC, 2023).
Gender gap	Statistical measure that shows the differences between men and women in the same indicator (DANE, 2020).
Gender indicators	Tool based on gender statistics for monitoring gender differences, gender-related changes over time and progress towards gender equality goals (DANE, 2020, adapted from United Nations, 2020). A statistic becomes an indicator when it has a reference point against which comparisons can be made (Canadian International Development Agency, 1997). ^a
Gender mainstreaming	The process of assessing the implications for all, regardless of sex, gender and sexual orientation, of any planned action, including legislation, policies or programmes, in all areas and at all levels. It is a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of policies and programmes in all political, economic and societal spheres so that women and men benefit equally and inequality is not perpetuated (United Nations, 2002, p. 1).
Gender statistics/statistics with a gender perspective	Statistics that adequately reflect differences and inequalities in the situation of women and men in all areas of life. They are defined by at least the following characteristics: <ul style="list-style-type: none"> • Data are collected and presented disaggregated by sex as a primary and overall classification; • Data reflect gender inequalities; • Data are based on concepts and definitions that reflect the diversity of women and men and capture all aspects of their lives; • Data collection methods take into account stereotypes and social and cultural factors (United Nations, 2020).
Gender stereotype	A gender stereotype is a generalized view or preconception about attributes or characteristics, or the roles that are or ought to be possessed by, or performed by, women and men (OHCHR, 2023).
Intersectionality	Interaction of gender inequalities with inequalities based on ethnicity, race, social class, disability status, life course and other inequalities (UN-Women, 2020).

Source: Prepared by the authors, on the basis of National Administrative Department of Statistics (DANE), *Guía para la inclusión del enfoque diferencial e interseccional*, Bogotá, 2020; United Nations, "Glossary of terms", *Integrating a Gender Perspective into Statistics* (ST/ESA/STAT/SER.F/111), New York, 2020 [online] <https://unstats.un.org/wiki/display/genderstatmanual/Glossary+of+terms>; *Gender Mainstreaming: An Overview*, New York, 2002; ECLAC, "Gender", 2023 [online] <https://www.cepal.org/en/subtopics/gender>; Canadian International Development Agency (CIDA), *Guide to gender-sensitive indicators*, Quebec, 1997; United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women), "Intersectional feminism: what it means and why it matters right now", 20 July 2020 [online] <https://www.unwomen.org/en/news/stories/2020/7/explainer-intersectional-feminism-what-it-means-and-why-it-matters#:~:text=Kimberl%C3%A9%20Crenshaw%2C%20an%20American%20law,a%20recent%20interview%20with%20Time>; National Women's Institute (INMUJERES), "Glosario para la igualdad: consulta en línea", 2023 [online] <https://campusgenero.inmujeres.gob.mx/glosario/>.

^a In the case of gender indicators, the situation of women in a particular country is usually assessed with reference to the situation of men in that country, but the reference point could also be, for example, the situation of women in other countries.



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