



MAHILA HOUSING TRUST

Towards Responsible Urban Development



**Land Ports
Authority of India**
Systematic Seamless Secure

ENGENDERING LAND PORTS IN INDIA

Gender Audit Toolkit for Integrated Check Posts (ICPs)



About Land Ports Authority of India (LPAI)

Land Ports Authority of India (LPAI) is statutory body working under Ministry of Home Affairs, Government of India. Established in 2012, LPAI is responsible for creating, upgrading, maintaining and managing border infrastructure in India. One of the major functions of LPAI is to develop and maintain Integrated Check Posts (ICPs). An ICP acts as an integrated facility for trade facilitation and passenger movement. LPAI endeavours to provide safe, secure and systematic facilities for movement of cargo as well passengers at its ICPs.

About Mahila Housing Trust (MHT)

Mahila Housing SEWA Trust (MHT) is an autonomous organization established in 1994 with the overall objective of improving the habitat conditions of poor women in the informal sector. MHT works across multiple sectors related to infrastructure development, with the aim of improving infrastructure quality and accessibility for poor women; building resilience to climate change; and promoting participatory urban governance. MHT works in 34 cities in India, Bangladesh and Nepal and has positively impacted the lives of more than 2 million people.

© 2024 Land Ports Authority of India (LPAI) and the Mahila Housing Trust (MHT)

Lead Author: Ms. Dharmistha Chauhan

Research Support: Ms. Bharati Bhonsale, Ms. Palak Shah, Ms. Renuka Parmar and Ms. Urvashi Gohel, Ms. Yogita Mulusare, Ms. Urvashi Patel

Technical Inputs: Ms. Rekha Raikar and Ms. Samriddhi Bimal

Attribution: Please cite the work as Chauhan Dharmistha. 2024. *Engendering Land Ports in India: Gender Audit Toolkit for Integrated Check Posts (ICPs)*. Land Ports Authority of India (LPAI) and the Mahila Housing Trust (MHT). New Delhi. India.

ENGENDERING LAND PORTS IN INDIA

Gender Audit Toolkit for Integrated Check Posts (ICPs)

Submitted by

Mahila Housing Trust (MHT)

January, 2024

Foreword

In recent years, India has embarked on several reformative measures aimed at enhancing its business environment and fostering economic growth. A pivotal understanding in this process has been the recognition that India's growth ambitions cannot be fully realized without the complete and equitable participation of individuals across all genders - men, women, and minority gender groups. In light of this, the National Trade Facilitation Action Plan (NTFAP) for 2020-2023 has underscored the importance of fostering "gender inclusiveness in trade" as a key action item.

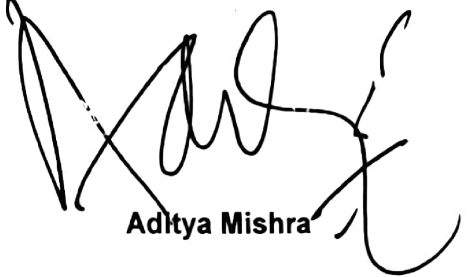
The Land Ports Authority of India (LPAI) plays a significant role in this endeavour. LPAI has been instrumental in constructing Land Ports along India's borders, equipping them with advanced infrastructure to enable the smooth and efficient movement of cargo and passengers. These Land Ports serve as crucial conduits for India's trade with neighbouring countries and Southeast Asia. Recognizing the importance of creating a sustainable and inclusive environment for cross-border trade, LPAI has acknowledged the necessity of gender mainstreaming as highlighted in the Trade Facilitation Action Plan. Consequently, LPAI has set an ambitious goal to enhance the gender-friendliness of these land ports within the next three years.

Achieving this requires a systematic approach to ensuring gender-based inclusion at all interaction points within the Land Ports, catering to both men and women. However, given the existing gender-based disparities in society, women's participation has been notably limited in three key areas: as passengers, as users of trade services (including roles such as traders, transporters, or logistics operators), and as service providers, including staff members of LPAI and its partner agencies.

To bridge this gap, a critical area of focus has been identified: the need for gender-responsive infrastructure and facilities at the Land Ports. LPAI has taken pro-active steps in this direction by identifying a range of facilities and services required at these ports, as outlined in its Citizen Charter. Nevertheless, it was deemed essential to assess the Land Ports in terms of their commitment to and implementation of gender-related objectives.

To facilitate this assessment, LPAI has partnered with Mahila Housing SEWA Trust (MHT) to develop a 'gender audit toolkit'. This toolkit, comprising a checklist, tip sheets, and a scoring system, provides a structured yet straightforward methodology to objectively evaluate the gender responsiveness of the Land Ports. MHT has already initiated a pilot test of this toolkit at three Land Ports: Agartala, Petrapole, and Raxaul.

With the streamlined process delineated in the toolkit, it is anticipated that LPAI and the Land Ports will be better equipped to self-evaluate their progress in gender responsiveness. This, in turn, is expected to drive improvements in this critical area, furthering the goal of achieving a more inclusive and equitable trade environment.



Aditya Mishra

Preface

Trade facilitation reforms such as one-stop solutions, automation, streamlining of procedures, infrastructure and process-oriented improvements at border, all have a major impact on cross-border trade. These issues, however, are not gender-neutral. On one hand, cross-border trade itself affects women and men differently due to the existing gendered segregation in the economic space; on the other general trade barriers and conversely trade facilitation reforms, have gender-differentiated impacts. Gender issues in the cross-border trade and trade facilitation measures, however, have often been overlooked.

In this context, it is commendable that India's National Trade Facilitation Action Plan (2020-23), has specifically recommended the promotion of "gender inclusion in trade" as an action point with focus on trade facilitation. These assume even greater significance, in the Bangladesh, Bhutan, India, and Nepal (BBIN) sub-region most of these South Asian countries have a focus to promote women entrepreneurship along with talk of forming a SAARC Convention on Promoting Women Entrepreneurship. Including the gender dimension in trade facilitation would complement these initiatives and in fact has the potential to be a key driver for women's socio-economic empowerment.

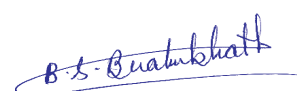
To enable this, the Land Ports Authority of India (LPAI) has set an ambitious goal of making all Integrated Check Post (ICPs) gender responsive over the next three years. As a first step, it is critical though to assess the existing level of gender responsiveness of the ICPs. The assessment can then be used as benchmark to plan and promote gender mainstreaming actions within the ICPs.

It is in this context, that Mahila Housing Trust (MHT) in collaboration with the LPAI, has created a set of 'gender commitments' and 'gender audit toolkit' that could serve as an important tool for promoting gender responsiveness of the ICPs.

The commitments are envisioned to serve as a guideline for promotion of gender mainstreaming strategies. The commitments are guided by the Women's Empowerment Principles (WEP) promoted by UN Women and set the tone for achieving internationally accepted benchmarks for gender mainstreaming.

The gender audit toolkit has been developed as a guiding tool for LPAI to measure and improve the 'gender responsiveness' of the ICPs. The toolkit uses simplified processes with a more objective scoring methodology to enable easy yet reliable assessment of the gender responsiveness of the ICPs. The scores also enable benchmarking and monitoring of progress over the years for each of the ICPs.

We hope that would be a helpful tool for realigning institutional strategies and infrastructure development at the ICPs towards achieving LPAI's goal of making all ICPs gender responsive.



Bijal Brahmabhatt
Director
Mahila Housing Trust (MHT)

Abbreviation

ADB	: Asian Development Bank
AS	: Actual Score
BBIN	: Bangladesh, Bhutan, India, and Nepal
BSF	: Border Security Force
CHA	: Custom House Agents
CWC	: Central Warehousing Corporation
GAT	: Gender Assessment Tool
HR	: Human Resource
ICC	: Internal Complaints Committee
ICP	: Integrated Check Post
ILO	: International Labour Organization
LGBTIQ+	: Lesbian, Gay, Bisexual, Trans, Intersex, Queer, plus
LPAI	: Land Ports Authority of India
M&E	: Monitoring and Evaluation
MHT	: Mahila Housing SEWA Trust
MIS	: Management Information System
MPS	: Maximum Possible Score
PwDs	: Persons with Disabilities
SAARC	: South Asian Association for Regional Cooperation
SHG	: Self Help Group
UN	: United Nations
UN Women	: United Nations Entity for Gender Equality and the Empowerment of Women
WEP	: Women's Empowerment Principles
WHO	: World Health Organisation
WTO	: World Trade Organization

Contents

SECTION I: TECHNICAL GUIDANCE	1
1. Background	2
2. Understanding Gender Audit	3
3. Gender Audit Toolkit	4
3.1 Gender Commitments	6
3.2 Structural Framework	6
3.3 Gender Audit Tools	8
4. Conducting a Gender Audit	11
5. Calculating the Scores and Interpreting the Results	14
SECTION II: GENDER COMMITMENTS	17
SECTION III: GENDER AUDIT SCORING SHEET	23
1. Results for the ICP	24
2. Gender Audit Scoring Sheet	25
SECTION IV: GENDER AUDIT TIP SHEET	27
SECTION V: GENDER AUDIT CHECKLIST	38
SECTION VI: FIELD OBSERVATION FORM	49
SECTION VII: BIBLIOGRAPHY	57

List of Tables and Figures

Table 1 : Gender Commitments for ICPs	6
Table 2 : Scoring of ICPs based on the stage of progress on gender responsiveness	10
Table 3 : Recommended indicators based on ICP location	12
Table 4 : Process for Assessment of Gender Audit Results	13
Figure 1 : Theory of Change for a Gender Responsive ICP	5
Figure 2 : Structural framework of the toolkit	7
Figure 3 : Sample of Gender Audit Checklist	8
Figure 4 : Sample of Tip Sheet	9
Figure 5 : Sample of Score Card Calculator	10
Figure 6 : Score calculation and result presentation	14
Figure 7 : Manual Calculation of the Scores	15
Figure 8 : Seven Women Empowerment Principles (WEP)	18

SECTION - I

TECHNICAL GUIDANCE

1. Background

Regional trade in the 'Eastern corridor' of South Asia, specifically among Bhutan, Bangladesh, Northeast India and Nepal (the BBIN) has gained considerable importance in recent years. India, being the largest economy in the region, dominates intra-BBIN trade. The country is the top trading partner of Nepal and Bhutan and the third largest trading partner of Bangladesh. In 2015, around 90.5% of intra-regional exports originated from India. This, however, remains far below its potential. In 2015, the total intra-regional goods trade stood at US\$10 billion and accounted for only 2.9% of the BBIN region's total trade with the world ([The World Bank, 2018](#); [United Nations, 2018](#)). And standing at US\$10 billion, intra-regional trade comprised only 0.4 per cent of total BBIN GDP ([Livani, et al., 2019](#)). Intra-BBIN trade can grow much more and its main beneficiary could be the smaller economies such as Bangladesh, Bhutan and Nepal. Kathuria ([2018](#)) shows that Bangladesh-India trade has an untapped potential of US\$10 billion while Nepal can increase its export to India by over US\$1.3 billion. Enhanced intra-regional trade can be a powerful tool in accelerating economic growth and reducing poverty in the region.

It is important that women also benefit from the increased cooperation as much as men. India's large, dynamic and expanding market for imports presents a major source of economic opportunity for its neighbours, particularly in the creation of more jobs for women. Similarly, improved cross-border trade can provide for more jobs and entrepreneurship opportunities for Indian women, especially in the North Eastern States. There is also a huge potential to increase cross-border tourism, which again has the potential to provide employment to a large number of women in India and its neighbours.

Trade and tourism, however, are not gender-neutral. Cross-border trade, especially has differential impacts on men and women as it effects domestic employment and prices ([Aguayo-Tellez, 2011](#)). Furthermore, existing gender inequalities coupled with general trade barriers such as deficient infrastructure, cumbersome regulatory and documentation processes, impact the ability of men and women to seize trade-related opportunities ([Livani and Solotaroff, 2019](#)).

Gender mainstreaming in cross-border trade has thus been recognised as an important parameter under the Global Survey on Digital and Sustainable Trade Facilitation, undertaken by UNESCAP ([2022](#)). Unfortunately, while India has scored a high 90.23% in the 2021 survey- gender mainstreaming is the "only parameter on which India has not performed as well as its regional counterparts".

This gap has also been recognised in India's National Trade Facilitation Action Plan ([2020-23](#)), which has specifically recommended the promotion of "gender inclusion in trade" as an action point. Gender trade facilitation has also been identified as an important aspect of the overall goal of enhancing trade between India and its neighbours.

In this line, the Land Ports Authority of India (LPAI) has set a target to make all land ports gender friendly in the coming three years. As part this, the LPAI had organised a webinar on gender mainstreaming in Integrated Check Posts (ICPs), which recommended among others the need for a study of ICPs in India from the standpoint of gender mainstreaming. Taneja et. al. [\(2018\)](#) has also highlighted the importance of a gender analysis of trade facilitation as important reform agenda towards fulfilling provisions in WTO's Trade Facilitation Agreement (TFA).

Gender audits of ICP can be a strong entry point, in this context, to identify gap areas especially in terms of infrastructure and service facilitations and suggest measures for putting in place gender inclusive and responsive trade facilitation ecosystem at all ICPs.

2. Understanding Gender Audit

Gender audits are crucial for ensuring that policies, programmes, strategies, practices, systems and resource allocations adhere to the agreed commitments of the implementing agency/Government to promote gender equality. Agencies can determine actual and potential gender mainstreaming entry points through gender audits.

ILO [\(A manual for gender audit facilitators: The ILO participatory gender audit methodology, 2007\)](#) defines audit as a tool to assess the extent of Gender mainstreaming accomplished – it helps to assess the differential impact of projects and policies on women and men. Its aim is to see whether the policy, programme guidelines, practices, systems, procedures and budgets are being used in the most effective way to deliver the Governments commitments to gender equality. It states that a gender audit:

- Considers whether internal practices and related support systems for gender mainstreaming are effective and reinforce each other and whether they are being followed;
- Monitors and assesses the relative progress made in gender mainstreaming;
- Establishes a baseline;
- Identifies critical gaps and challenges;
- Recommends ways of addressing them and suggests new and more effective strategies;
- Documents good practices towards the achievement of gender equality.

Herein a gender audit is essentially a “social audit”, and belongs to the category of “quality audits”, which distinguishes it from traditional “financial audits”. It considers whether internal practices and related support systems for gender mainstreaming are effective and reinforce each other and whether they are being followed. The belief is that a gender audit enhances the collective capacity of the organization to examine its activities from a gender perspective and identify strengths and weaknesses in promoting gender equality issues. It monitors and assesses the relative progress made in gender mainstreaming and helps to build organizational ownership for gender equality initiatives and sharpens organizational learning on gender.

Gender audits can be used to assess the integration of gender concerns at institution/organisation, infrastructure and service delivery mechanisms and programming aspects. They are particularly helpful for assessing the level of gender mainstreaming-establishing a baseline and monitoring progress, for indivisible sectors, wherein data analysis is not so much possible. However, there are some fundamental principles of gender audit that need to be adhered to while planning for the same. These include:

- i. Gender Audit is an assessment of effectiveness with regards to gender equality commitments;
- ii. It addresses the issues of inputs, processes, procedures, systems and outputs (products) but not outcomes (impact);
- iii. Apart from the question whether the things are being done the right way, it also addresses the question of whether the right things are being done, in other words, it also focuses on what is not being done rather than only on what is being done;
- iv. Audits are undertaken with the objective of improving gender performance and, therefore, both qualitative and quantitative evidence-based information should be considered;
- v. Gender Audits may not be carried out posteriori only concurrently when there is a scope for remedial measures;
- vi. While the gender audit may and should assess the implementation of the policy through one or more programmes, the scope of audit should be limited to assessing and impact of the implementation of policy and the policy per se should not be questioned; and
- vii. Gender audits being knowledge-based exercise, in which conclusions emerge from interpretations, call for special skills, knowledge and competence of the audit personnel.

3. Gender Audit Toolkit

The Gender Audit Toolkit builds on the “Balanced Score Card” which was originally designed as a management tool for use in business. Its purpose is to identify where and how the business needs to improve performance in order to realize strategic objectives. The same was adapted for use by development agencies doing gender auditing in Rwanda. Since then, many international organizations have adapted the tool for effective planning and performance monitoring. Some of the key examples include:

- A) Asian Development Bank (ADB) Development Effectiveness Scorecard [\(2021\)](#):** Builds on a detailed results framework with multiple indicators and targets at four levels. Mainly used for annual reporting against target and progress from baseline. Uses a multi-pronged colour and symbol-based signal mechanism. Four colours, Green, Amber, Red and White denoting At or above or On Track, One track but watch; Off Track; and No Performance assessment (Monitor). Three arrow symbols to denote improved, stable and deteriorated progress/change. A Composite Signal is used to show overall progress.

- B) UNCT-SWAP Gender Equality Score Card (2018):** Builds on seven domains: Planning; Programming and M&E; Partnerships; Leadership and Organisational Culture; Gender Architecture and Capacities; Resources; and Results. Each Domain has multiple indicators. The rating system consists of four categories: (i) Missing minimum Standards; (ii) Approaches Minimum Requirements; (iii) Meets Minimum Requirements; and (iv) Exceeds Minimum Requirements.
- C) Institutional Scorecard for Gender Mainstreaming (Commonwealth of Learning, 2017):** Based on gender audit methodology the scorecard provides a systematic approach to data collection and analysis of the process over a set time. Comprises nine categories, each with performance indicators, four rating criteria per performance indicator and suggestions for the evidence base. The categories represent areas in which efforts towards gender mainstreaming either are or should be taking place in an organisation. The core categories each have four performance indicators; the non-core categories each have three. Performance indicators each have four criteria, all of which have a specific and pre-determined value, referred to in this scorecard as points: (i) "Exceeds minimum standards": 100 points; (ii) "Meets minimum standards": 75 points; (iii) "Needs improvement": 50 points; and (iv) "Inadequate": 25 points.
- D) World Health Organisation (WHO) Gender Assessment Tool (GAT) (2011):** The GAT can help to rapidly assess the gender-responsiveness (gender-sensitive, -specific or -transformative) of high-level activities of a given programme. It indicates where gender-responsiveness can be improved. Builds on a simple yes or no questionnaire with clear definitions and scoring hints. For example, if you answered yes to the majority of questions 1 – 18, you can consider your programme gender-responsive.

The Score Card provides a central framework for the gender audit exercise being proposed for the ICP. It builds on a set of principles that the LPAl will need to adhere to for creating gender responsive ICPs. These have been developed on lines of the [Women's Empowerment Principles](#) promoted by UN Women since 2022. The commitments have been further collated around key components that define the theory of change and value addition that can be integrated into the ICPs (figure 1).

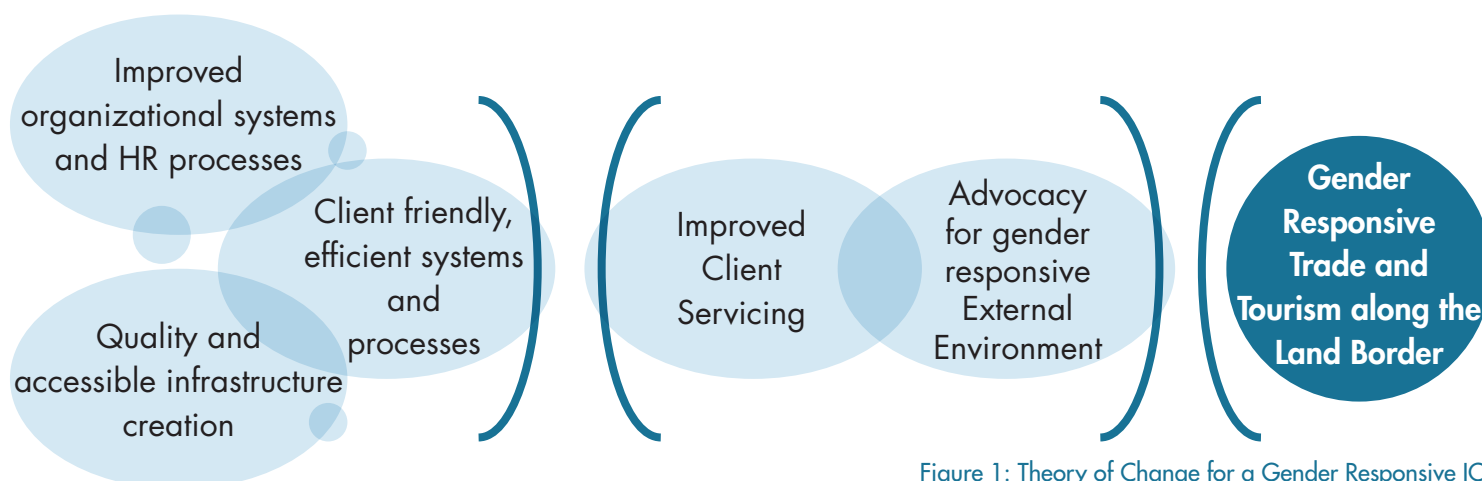


Figure 1: Theory of Change for a Gender Responsive ICP

3.1 Gender Commitments

A set of 15 Gender Commitments are being recommended to serve as a milestone for the ICPs increase their responsiveness to gender needs and inclusion of disadvantaged groups including pregnant women, Persons with Disabilities (PwDs), elderly and children. The focus is on providing 'entry point' tips and suggestions for improving gender-responsiveness within the organizational systems, human resource (HR) processes and operations (infrastructure and systems) at the ICPs. The commitments have been designed to also serve as guidelines to promote gender responsive ICPs. They will, thus, be particularly helpful for senior managers for developing action plans for gender responsive ICPs. The commitments have also been classified based on short-term (one to three years) and long-term (three to five years) objectives with set timelines to enable LPAI to achieve the target of making all ICPs gender friendly. Table 1 below highlights the key points included in the commitments, while the detailed explanations are provided at Section II.

Table 1: Gender Commitments for ICPs

1. Develop a “gender responsive” institutional strategy at LPAI	1. Gender friendly work environment
3. Affirmative action for a gender balanced team	4. Appoint a gender expert and gender focal points for advisory and oversight
5. Gender statistics/sex disaggregated data collected and placed in public domain	6. Gender sensitisation and trainings for all stakeholders
7. All required infrastructure and services at passenger terminal are functional	8. Elderly, Women, Child and Disabled friendly infrastructure in place
9. Safety and Security of Women and Children	10. Basic facilities and important services at cargo terminal are maintained and functional
11. Support facilities for women passengers and preferential treatment to the vulnerable	12. Increased satisfaction levels of female clients with ICP services
13. Encourage female entrepreneurship and trade participation	14. Increased stakeholder engagement
15. Improved local development context	

3.2 Structural framework

The Score Card is organized around four dimensions that address key gender mainstreaming components: Institutional Mainstreaming, Accessible Infrastructure, Client Servicing and External Environment. Each dimension includes multiple performance areas with defined indicators, which the ICPs need to satisfy or exceed. The performance areas include: Gender friendly work environment, Gender Balanced Team, Organizational Systems, Staff Capacities and Competencies, Facilities at Passenger and Cargo

Terminals, Women, Child, PwD and Elderly Friendly Needs, Safety and Security, Immigration Services, Encouragement for Trade Participation, Client Satisfaction, Stakeholder Engagement and Local Development Context. The structural framework of the toolkit is presented as figure 2.

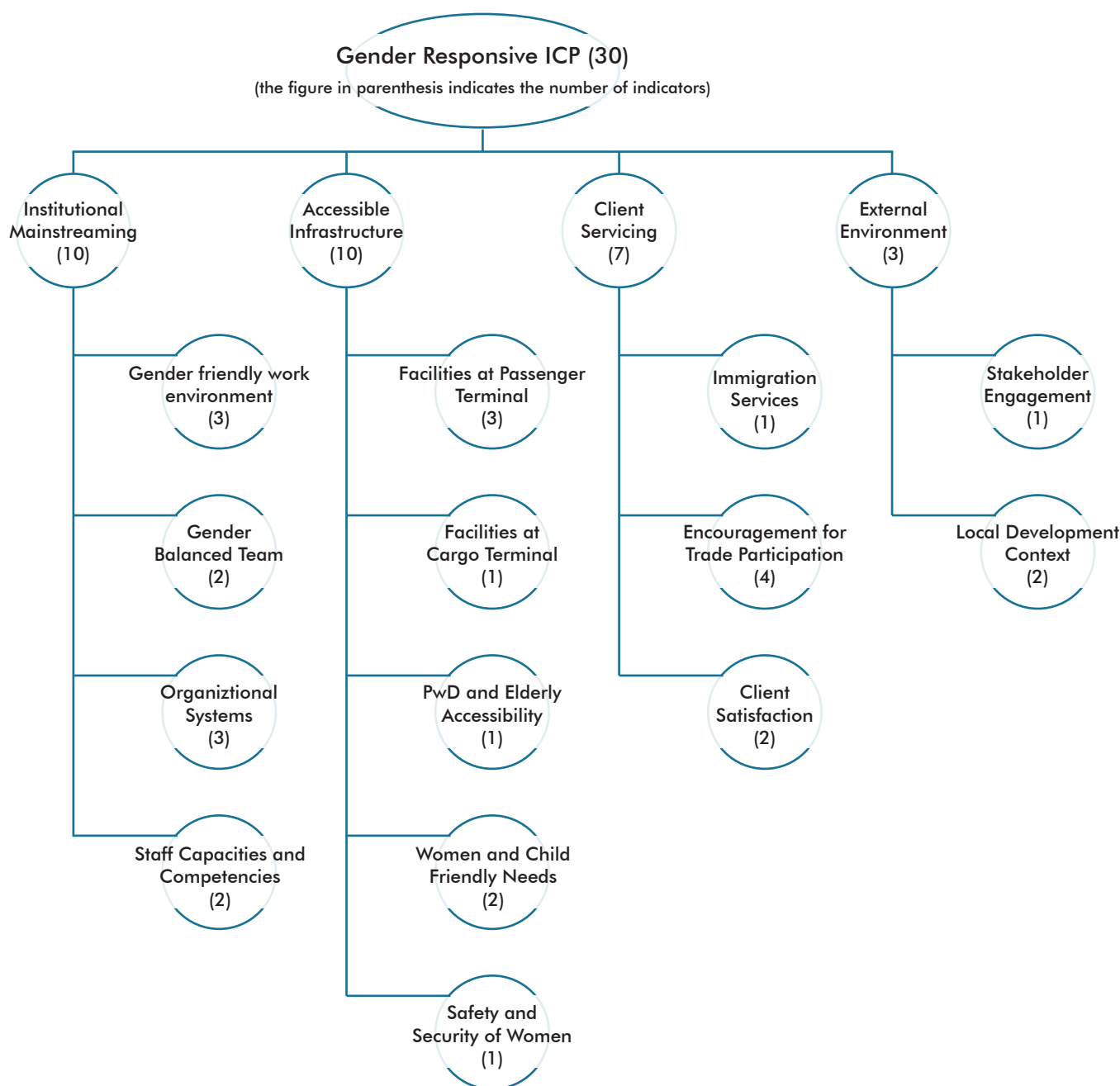


Figure 2: Structural framework of the toolkit

WHY Score Card?

They provide for a more objective result to a relatively subjective assessment process. The tools used enable a more coherent and systematic approach to the assessment, while also providing the necessary flexibility to incorporate contextual concerns into the audit results.

WHO can use the toolkit?

The toolkit has been primarily designed to be used by LPAI, its partner Ministries, State Governments and the ICPs for performance assessment. However, it can also be used by Financial Institutions, Civil Society Organisations and Women's Groups and Academicians to pursue improved gender-responsiveness within the ICPs and map the progress of their mainstreaming work.

WHEN to conduct the Audit?

Ideally the gender audit exercise should be conducted annually, so as to be able to map the gradual progress in gender mainstreaming initiatives achieved. However, the Score Card should only be used, when the ICP is functional and atleast 50% of the proposed infrastructure development has been completed.

3.3 Gender Audit Tools

The kit includes a number of tools, which have been provided at the end of this document. These primarily include the following:

Checklist:

The gender audit checklist (figure 3) is a set of self-guided questions in yes/no/number format, which will be used to map the progress on the indicators. Each indicator has a dedicated set of questions within the checklist which have been marked separately. The information in the checklist can be gathered through document review, key informant interviews and audit observations during visit to the ICP. The checklist has been provided as SECTION V. The checklist can also be used independently as an entry point tool by any ICP that desires to introduce gender-responsiveness into project planning.

11. Are any of the following basic facilities available at ICP?			
Drinking water purifier	YES	NO	NA
Water cooler	YES	NO	NA
Separate female toilets	YES	NO	NA
Eateries within the campus	YES	NO	NA
Signages and display boards in multiple languages	YES	NO	NA

Figure 3: Sample of Gender Audit Checklist

For ease of data gathering and recording a field observation form has also been provided at SECTION VI. This is optional for use, but recommended for first time users. Once the auditors are well acquainted with the toolkit, the information can be recorded in dairies and fed directly into the checklist.

Tip Sheet:

Once the checklist is filled, the data from the checklist is used to evaluate the progress on the indicator using the tip sheet. The tip-sheet provided at SECTION IV is a tool for analysis and scoring. It provides for detailed assessment criteria for scoring against the indicators and determining the justification of the scoring. Each indicator needs to be rated separately and independently using the assessment tip sheet. Most indicators contain multiple criteria, wherein the ranking is to be done based on the number of criteria satisfied. This makes it easy to rank, as the number of “yes” within the indicator question can be counted to determine the score. All the data for scoring on the indicators can be generated by reviewing the checklist.

The tip sheet is also a road map for understanding the entry points and actions that can be undertaken by the ICP to become more gender responsive. The criteria mentioned builds on existing good practices drawn from the field visits, literature review and consultations with experts involved with ICPs. It can be used as an extensive planning tool to chart out the actions required at various levels. The tip-sheet can also serve as an initial guidance note for deliberation on strategies at workshops and training programmes.

Indicator 16. Additional facilities like separate female waiting rooms, sanitary pads vending and disposal, baby changing table, baby feeding/childcare rooms available in passenger terminal

Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
Temporary arrangements for child care and baby feeding in health room/rest rooms	Atleast one (1) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room	Atleast two (2) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room	Atleast three (3) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room	Atleast four (4) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room

Figure 4: Sample of Tip Sheet

Score Card:

Depending the corresponding criteria met as per the tip sheet, a rating of 'missing', 'approaching', 'satisfying' minimum requirements or 'considerable', 'significant' gender responsiveness can be provided for the indicator (Table 2).

Table 2: Scoring of ICPs based on the stage of progress on gender responsiveness

Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
1 Point	2 Point	3 Point	4 Point	5 Point
Very limited action has been undertaken to address gender concerns. Lack of gender focus, a systematic approach and seriousness in incorporating the same.	The ICP has definite intentions to address gender concerns. However, commitments are yet to be adequately implemented.	The ICP has a definite strategy for gender-responsiveness, and has put in place the minimum required benchmarks.	The ICP has gone above and beyond in incorporating gender concerns. Pro-active steps are being taken.	The ICP has a very high focus on gender and actions taken can be considered as a Best Practice.

The resultant scores for each indicator, needs to be filled into the Score Card Calculator placed as SECTION III (provided as a separate tool in excel format). The dimension wise and final composite rating of the ICP is then automatically calculated. When the excel tool is not used, the results will need to be calculated using the formula provided in the calculation section of the scoring sheet. The scoring has to be undertaken using the following assessment system. These results are calculated using the methodology outlined at page 14 (figure 7).

The scoring sheet mainly provides a measure of progress and helps highlight the changes made over time. The scores should be used more as a tool for self-reflection to enable the setting of higher benchmarks and plans, informed by the findings. However, they can also be used to guide appraisals and approval processes by setting a minimum benchmark score that an ICP must achieve, in order to advance to the next stage.

	Dimension	Performance Area	Responsible Agency	Indicators	Mandatory (M) or Recommended (R)	Scores (Dummy)
1	Institutional Mainstreaming	Gender Friendly work environment	LPAI	Gender friendly workplace facilities like toilets, creche, internal transport (golf cart), daily commute/transport and workplace accommodation in place at LPAI/ICP	M	1
2			LPAI	Gender friendly workplace policy with measures for flexitime, care leaves, medical support, social protection and maternity benefits in place at LPAI/ICP	R	2
3			LPAI	Active grievance redressal mechanisms, including an internal committee on sexual harassment at workplace, accessible to all female staff (officials and contractual workers)	R	3
4		Gender balanced team	LPAI	Percentage of female staff (officials and contractual workers) across all levels in the ICP.	M	4
5			LPAI	Affirmative measures in place recruit, retain and promote female staff at remote locations.	R	5

Figure 5: Sample of Score Card Calculator

4. Conducting a Gender Audit

Before launching the exercise, the process needs to be endorsed at the highest levels of the LPAI, to ensure effective implementation and follow up supported by senior managers. There are some critical steps that are important to keep in mind while undertaking the audit.

Step 1: Put the gender audit team in place. It is advisable to have a team of at least three persons, with at least two women (one gender expert) for the exercise. Once the team is finalised, members need to familiarise themselves with the **structural framework**. Understand what is expected from each indicator to move towards a significant gender responsive approach.

Step 2: The next step would be to finalise a set of indicators to be used for the assessment. There are 12 mandatory indicators and 18 recommended indicators provided in the toolkit. It is recommended that a minimum of 8 recommended indicators should be included in the assessment. These should be selected in consultation with a gender expert/senior management at LPAI and the ICP Manager. An initial briefing meeting with the ICP Manager on the purpose and process to be followed is required.

It is highly important to ensure customization of the indicators based on the status of the ICP. For example, ICPs like Raxual and Jogbani which do not have much passenger movement should not include indicators related to passenger terminal facilities. Similarly, entrepreneurship and trade participation related indicators should not be included in assessment of ICPs which share borders with countries wherein India does not have a very pro-active trade relation. Table 3 provides an indicative matrix for customization indicators for assessment of ICPs placed at different borders (Table 3).

Step 3: The audit exercise can be completed over a period of two to three days in the field. The field audit exercise uses a combination of open discussions with ICP staff and users as well as observation and photography. Use the proposed **audit observation form** to document information/evidence from the field.

Step 4: After returning from the field, compile the information in the **gender audit checklist** for ease in scoring. Fill in the information in the checklist, as YES, NO or NA. Based on the checklist data, assess the status of progress using the **Tip Sheet** and assign a score between 1-5 to the indicator. Fill in the scores in the **Score Card Calculator** for all the selected indicators (Table 4).

Table 3: Recommended indicators based on ICP location

<i>Bangladesh</i>	<i>Bhutan</i>	<i>Myanmar</i>	<i>Nepal</i>	<i>Pakistan</i>
Gender friendly workplace policy Active grievance redressal mechanisms Affirmative measures to recruit female staff Gender studies commissioned Gender workshops and trainings conducted Communication facilities and Advanced Services Additional facilities in passenger terminal Presence of female staff Anti-human trafficking mechanisms Affirmative immigration measures for female passengers Functional Information/Help Desk Female Client Satisfaction Promote women's participation in informal cross border trade Number of female traders using the ICP facility Women's participation in ICP activities and trade facilitation	Gender friendly workplace policy Active grievance redressal mechanisms Affirmative measures to recruit female staff Gender studies commissioned Gender workshops and trainings conducted Communication facilities and Advanced Services Additional facilities in passenger terminal Presence of female staff Anti-human trafficking mechanisms Affirmative immigration measures for female passengers Functional Information/Help Desk Female Client Satisfaction Promote women's participation in informal cross border trade Number of female traders using the ICP facility Women's participation in ICP activities and trade facilitation	Gender friendly workplace policy Active grievance redressal mechanisms Affirmative measures to recruit female staff Gender studies commissioned Gender workshops and trainings conducted Communication facilities and Advanced Services Additional facilities in passenger terminal Presence of female staff Anti-human trafficking mechanisms Affirmative immigration measures for female passengers Functional Information/Help Desk Female Client Satisfaction Promote women's participation in informal cross border trade Number of female traders using the ICP facility Women's participation in ICP activities and trade facilitation	Gender friendly workplace policy Active grievance redressal mechanisms Affirmative measures to recruit female staff Gender studies commissioned Gender workshops and trainings conducted Anti-human trafficking mechanisms Promote women's participation in informal cross border trade Number of female traders using the ICP facility Women's participation in ICP activities and trade facilitation	Gender friendly workplace policy Active grievance redressal mechanisms Affirmative measures to recruit female staff Gender studies commissioned Gender workshops and trainings conducted Communication facilities and Advanced Services Additional facilities in passenger terminal Presence of female staff Affirmative immigration measures for female passengers Functional Information/Help Desk Female Client Satisfaction

Table 4: Process for Assessment of Gender Audit Results

Fill the information in the Checklist	Indicator	Question	ICF				
	1.	Are any of the following facilities for staff available at the ICP?					
		Separate toilets for female staff	Y				
		Creche facility	N				
		Internal transport (golf card / TOTO)	Y				
		Daily office commute	N				
		workplace accommodation	N				
Assess the progress and assign scores using Tip Sheet	Indicator 1. Gender friendly workplace facilities like toilets, creche, internal transport (golf cart), daily commute/transport and workplace accommodation in place at LPAI/ICP						
	Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive		
	Atleast one (1) of these measures are in place	Atleast two (2) of these measures are in place	Atleast three (3) of these measures are in place	Atleast four (4) of these measures are in place	All of these measures are in place		
	a) Separate toilets for female staff	a) Separate toilets for female staff	a) Separate toilets for female staff	f) Separate toilets for female staff	a) Separate toilets for female staff		
	b) Creche facility	b) Creche facility	b) Creche facility	g) Creche facility	b) Creche facility		
	c) Internal transport (golf cart)	c) Internal transport (golf cart)	c) Internal transport (golf cart)	h) Internal transport (golf cart)	c) Internal transport (golf cart)		
d) Daily office commute	d) Daily office commute	d) Daily office commute	i) Daily office commute	d) Daily office commute			
e) Workplace accommodation	e) Workplace accommodation	e) Workplace accommodation	j) Workplace accommodation	e) Workplace accommodation			
Given that the ICP has put in place three of the required measures the ICP qualifies for a score of three (3) or satisfies minimum requirements.							
Fill the scores in the Score Card Calculator	Gender Audit Scoring Sheet						
	Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive		
Sr. No.	Dimension	Performance Area	Responsible Agency	Indicators	Mandatory (M) or Recommended (R)	Scores (ICP NAME)	
	1	Institutional Mainstreaming	Gender Friendly work environment	LPAI	Gender friendly workplace facilities like toilets, creche, internal transport (golf cart), daily commute/transport and workplace accommodation in place at LPAI/ICP	M	3
	2			LPAI	Gender friendly workplace policy with measures for flexitime, care leaves, medical support, social protection and maternity benefits in place at LPAI/ICP	R	

Step 5: Once scores for all the indicators are filled, the calculator provides an automatic result for the ICP (Figure 6). Analyse the indicators, and prepare a report of the audit findings adding qualitative insights gained in the field and provide recommendations for improvement. Present the audit findings to LPAl, partner Ministries and the core ICP team.

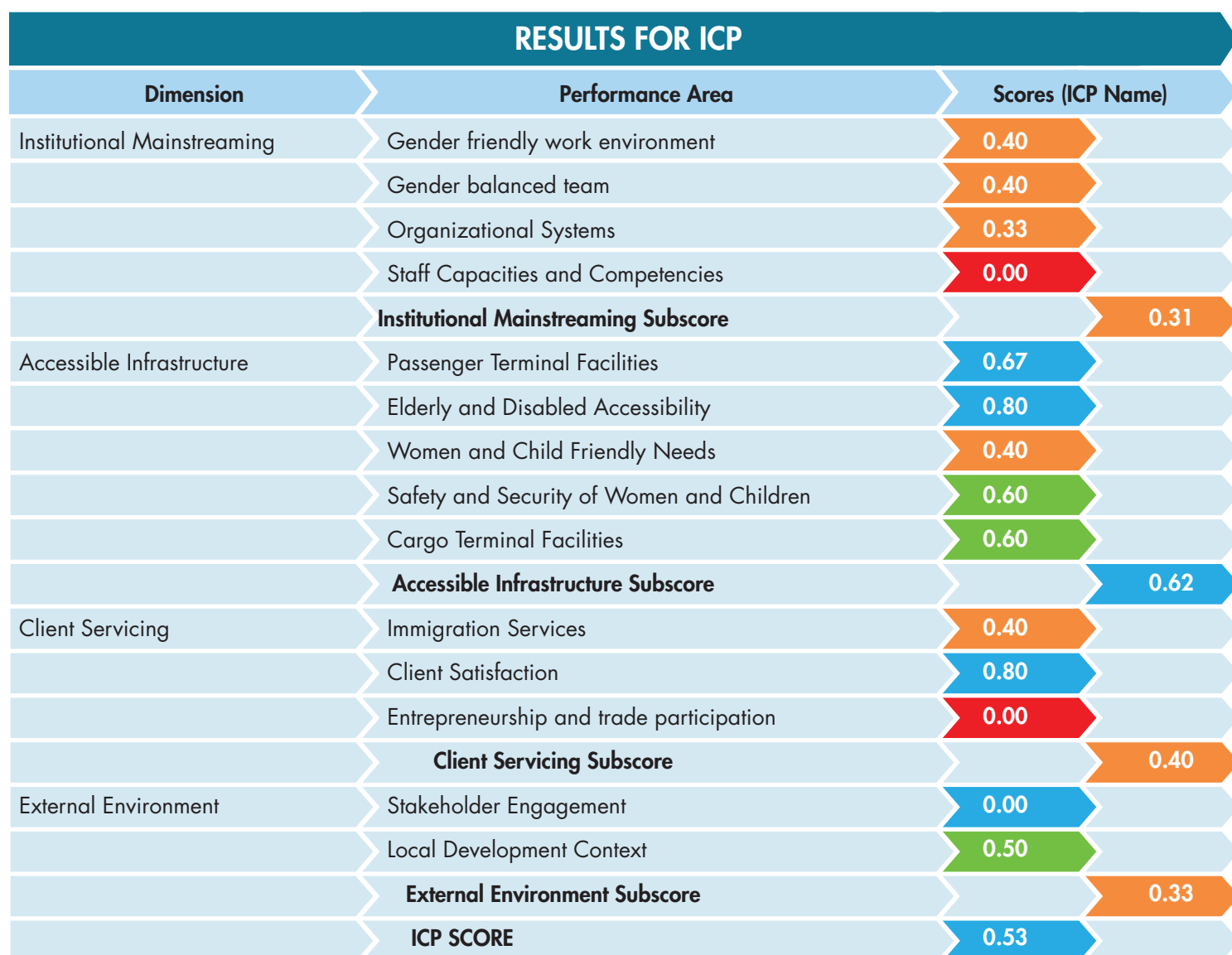


Figure 6: Score calculation and result presentation

5. Calculating the Scores and Interpreting the Results

The scores for each of the indicator need to be fed into the scoring sheet. The scoring sheet is provided in excel format so as to enable automatic calculation of results. As each indicator is rated and points allocated in the toolkit, the dimension and performance area wise scores as well as the total gender-responsiveness scores are automatically calculated. The calculation uses the basic formula of actual scores divided by total possible score for each factor (Figure 7).

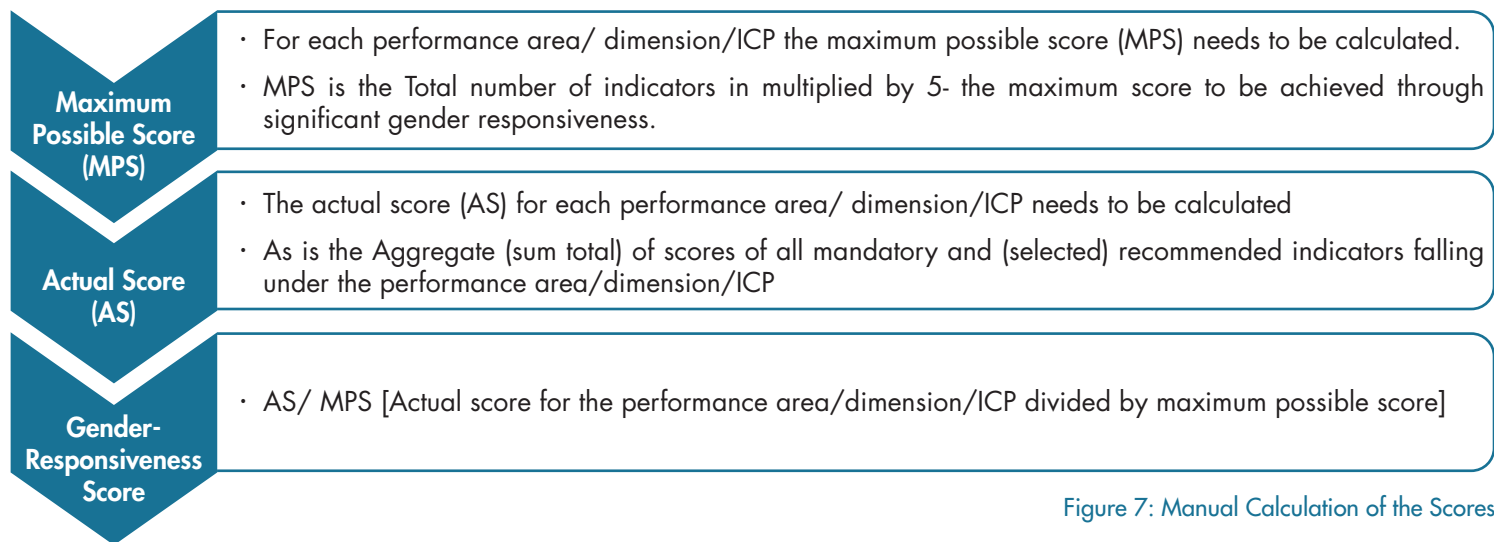


Figure 7: Manual Calculation of the Scores

The results are interpreted using the same criteria and definition as the indicators- 'missing', 'approaching', 'satisfying' minimum requirements or 'considerable', 'significant' gender responsiveness can be provided for the indicator.

- 1. Missing Minimum Requirements:** Rating of 0.20 or less is depicted in red and indicates 'missing minimum requirements'. This rating shows that the ICP has taken very limited action to address gender concerns. There is no specific gender focus at the ICP level, only a few actions mandated by the Gol or LPAI has enabled some results. There is complete lack of a systematic approach and seriousness in incorporating gender concerns at the ICP. The senior management will be required to discuss the matter with the ICP manager and staff.
- 2. Approaching Minimum Requirements:** Rating between 0.21 and 0.40 is depicted in yellow and indicates 'approaching minimum requirements'. This rating shows that the ICP has demonstrated definite intentions to address gender concerns. However, the intentions are still not translated into actions and commitments are yet to be adequately implemented. There are barriers faced by the ICP to address gender concerns. Such ICPs require dedicated support from a gender specialist.
- 3. Satisfies Minimum Requirements:** Rating of 0.41 and 0.60 is depicted in green and indicates 'satisfies minimum requirements'. The rating shows that ICP has a definite strategy for gender-responsiveness, and has put in place a number of measures. The minimum required benchmarks for gender responsiveness has been achieved. The ICP should, be lauded for its achievements and encouraged to further strengthen its gender responsiveness.

- 4. Considerably Gender Responsive:** Rating of 0.61 and 0.80 is depicted in blue and indicates 'considerably gender responsive'. The rating indicates that the ICP has gone above and beyond in incorporating gender concerns. Pro-active steps are being taken at the ICP level. The ICP should be well recognised for its measures through incorporation as case studies.
- 5. Significantly Gender Responsive:** Rating of 0.81 and above is depicted in purple and indicates 'significantly gender responsive'. The rating indicates that the ICP has a very high focus on gender and actions taken can be considered as a Best Practice. The ICP's efforts need to be well documented and disseminated across other ICPs as well as various stakeholders. Gender research studies need to be conducted at the ICPs for assessment of outcomes to be able to map the achievements in promoting gender responsive trade and tourism practices.

To begin with all ICPs should plan to achieve the status of "Satisfies Minimum Requirements". Once this is achieved based on the local context and potential the ICPs should try for higher levels of gender mainstreaming and towards demonstration actions which have the potential to become a best practice.

SECTION - II

GENDER COMMITMENTS

Gender Commitments: Guidelines to promote Gender Responsive Integrated Check Posts

These 15 gender commitments have been developed with the intent to serve as a guideline for promotion of 'gender responsive' Integrated Check Posts (ICPs). The commitments emanate from the [Women's Empowerment Principles](#) developed by UN Women in 2022 (figure 8). The LPAI and ICPs need to pledge their acceptance towards these commitments and will work towards their full realisation.

The aim is to provide guidance on mainstreaming gender within the human resources and institutional strategies of LPAI and ICPs; promoting accessible infrastructure and client servicing mechanisms at the ICPs; and enabling strategic priority setting within the external environment of the ICP through convergence and policy reforms. The commitments will also help set the agenda for ICPs to audit their internal policies and external functioning. It will also provide the necessary knowledge base for taking affirmative action for engendering land ports in India.



1 Develop a “gender responsive” institutional strategy at LPAI (1 year)

To reiterate the commitment to 'gender responsiveness' LPAI will develop an institutional strategy that will guide its workplace practices and ICP operations. The strategy will be approved by the executive board and made public. It is ideal that all dimensions 2 to 15 are covered in the strategy. The institutional strategy should be 'costed' to ensure adequate resource allocation for its implementation.

2 Gender friendly work environment (1-2 years)

Gender friendly workplace facilities (toilets, creche, daily commute/transport, workplace accommodation) and strategies (flexitime, medical support, social protection and maternity benefits) will be made available to all employees. Leave policies will include 'paid' maternity leave, paternity leave, parental childcare leave, leave to support disabled, sick or older family members with care needs. ICPs will provide a supportive environment to female staff, including contractual workers, for leaving early or in ease of availing casual leaves. Develop and strictly implement a zero discrimination, violence, and sexual harassment free workplace. Active grievance redressal mechanisms, including an internal committee on sexual harassment at workplace, will be established at all ICPs.

3 Affirmative action for a gender balanced team (3-5 years)

LPAI and ICPs will work to ensure atleast 30% female participation across all levels. The recruitment and retentions processes will include affirmative action to promote female staff across all levels. Pay parity will be ensured with the principle of 'equal remuneration for men and women for work of equal value'. Positive discrimination, in favour of women, will be promoted in hiring, location preference and promotion. LPAI will take affirmative measures to build the female workforce through training and skill upgradation opportunities. Measures will be taken to secure their participation (accompanying child and nanny travel expense, safe stay and travel arrangements).

4 Appoint a gender expert and gender focal points for advisory and oversight (1 year)

LPAI will recruit a gender specialist to provide pro-active support, guidance and supervision to the ICPs on gender issues. The ICPs will appoint a gender focal point as a nodal officer to support and monitor the implementation of gender actions at the ICP level. The gender expert will periodically monitor the gender mainstreaming levels of the ICP and report to the executive board.

5 Gender statistics/sex disaggregated data collected and placed in public domain (1-2 years)

All data collection and management information system (MIS) will be reviewed to include sex disaggregated data, wherever applicable. The data will be collated at the ICP level and placed in public domain (LPAI website). This will be ensured for passenger services, trade/cargo services and employment related data. Where sex disaggregated data collection is not possible, LPAI/ICP will periodically commission gender studies/research to analyse the status of gender mainstreaming.

6 Gender sensitisation and trainings for all stakeholders (1-2 years)

LPAI and ICPs will ensure that all staff and stakeholder (including logistical agencies, contractors and other partners) are sensitized and trained on gender concerns related to female participation in workforce and trade activities. Regular meetings within ICPs will be conducted to identify barriers and take action to increase the gender responsiveness of the ICPs.

7 All required infrastructure and services at passenger terminal are functional (1-2 years)

All ICPs will have well maintained and functional basic facilities water, toilets, eateries, signages and display boards required at passenger terminal. ICPs will also work to improve access to connectivity services including public phones with international calling facility, mobile and internet connectivity, mobile charging facility, to be made available at passenger terminal. Advanced services like shuttle services, scanners, waiting rooms, bank and exchange counters, health services, etc, will be made functional and publicised for passenger usage.

8 Elderly, Women, Child and Disabled friendly infrastructure in place (1-2 years)

All ICPs will be made accessible through ramps, wheel chairs, passenger assistance and separate toilets for persons with disability. ICPs will also work to incorporate women and child friendly facilities like clean separate toilets for women with maintained infrastructure, running water, safety latches and doors, wash basin and dustbins; availability of sanitary pads vending machines and disposal facilities in all female washrooms; baby changing facilities available in all male and female washrooms; and provision of baby feeding/childcare rooms at accessible point within the passenger terminal.

9 Safety and Security of Women and Children (3 years)

LPAl and ICP is fully committed to the safety and security of women and children and will promote a zero tolerance and no violence policy. Special attention will be given to identify and track 'victims of human trafficking' through trainings of staff and public awareness generation. Infrastructure like adequate lighting and CCTVs will be made available within and near the passenger terminal to improve feeling of safety. Shuttle services for women passengers and staff to reach nearest town safely especially in late evenings will be made available. ICPs will work towards ensuring adequate presence of women in all public areas especially through increased proportion of women among security staff.

10 Basic facilities and important services at cargo terminal are maintained and functional (2-3 years)

LPAl and ICP will ensure that all the basic facilities (water, toilets, lights, communication, CCTVs, and information/help desk) required at cargo terminal are maintained and functional. Important services for quarantine and testing, parking facilities, loading/unloading, required at cargo terminal will be functional and provide preferential service to women traders.

11 Support facilities for women passengers and preferential treatment to the vulnerable (1-2 years)

ICPs will take affirmative measures like ensuring separate queues and baggage scanning facilities for women passengers, closed frisking space/room and female frisking staff for female passengers. Preferential treatment will be given to pregnant women and those with children, persons with disabilities, elderly and patients. All ICPs will have a fully functional Information/Help Desk in place at passenger terminal, with dedicated human resources.

12 Increased satisfaction levels of female clients with ICP services (2-3 years)

LPAl and ICPs will regularly monitor the proportion of female passengers and traders towards reducing any gender disparity occurring due to institutional barriers. Towards this the ICP will regularly conduct client satisfaction surveys with women to map their satisfaction with the adequacy and quality of services provided at the ICP.

13 Encourage female entrepreneurship and trade participation (3-5 years)

LPAI and ICPs will pro-actively engage with various women's groups, export agencies and government schemes (National Livelihoods Mission or National Skills Mission) to promote women's participation in trade, customs and logistics services. Measures to encourage local women/women SHGs to set up shops/eateries in and around the ICP campus will be made. Affirmative action will also be undertaken to formalise and support women's participation in informal cross-border trade through initiatives like border haats.

14 Increased stakeholder engagement (3-5 years)

LPAI will engage with concerned national ministries for convergence on policy reforms to promote women's participation in exports and foreign trade policies. Systems will be promoted to provide with adequate voice, agency, and decision-making space to women exporters. Local women groups, and workers associations will be consulted at regular intervals, preferably once every six months or annually, for increasing female participation at the ICP.

15 Improved local development context (3-5 years)

LPAI will work with national and state governments and international agencies to improve connectivity of the ICP to nearest major city and town. The focus will be to ensure better road conditions and affordable and safe public transport facilities. LPAI will also engage with state governments to create better living environment in the nearest town with better health, education and medical facilities. LPAI will also advocate with state governments and tourism departments to improve availability of hospitality (hotel) services in the area.

SECTION-III

GENDER AUDIT SCORING SHEET

1. Results for the ICP			
Dimension	Performance Area	Scores (Dummy)	
Institutional Mainstreaming	Gender friendly work environment	0.40	
	Gender balanced team	0.40	
	Organizational Systems	0.33	
	Staff Capacities and Competencies	0.00	
Institutional Mainstreaming Subscore			0.31
Accessible Infrastructure	Passenger Terminal Facilities	0.67	
	Elderly and Disabled Accessibility	0.80	
	Women and Child Friendly Needs	0.40	
	Safety and Security of Women and Children	0.60	
	Cargo Terminal Facilities	0.60	
Accessible Infrastructure Subscore			0.62
Client Servicing	Immigration Services	0.40	
	Client Satisfaction	0.80	
	Entrepreneurship and trade participation	0.00	
Client Servicing Subscore			0.40
External Environment	Stakeholder Engagement	0.00	
	Local Development Context	0.50	
External Environment Subscore			0.33
ICP SCORE		0.53	

2. Gender Audit Scoring Sheet

2. Gender Audit Scoring Sheet					Significantly Gender Responsive	
Missing Minimum Requirements		Approaching Minimum Requirements		Satisfies Minimum Requirements	Considerably Gender Responsive	
Sr. No.	Dimension	Performance Area	Responsible Agency	Indicators	Mandatory (M) or Recommended (R)	Scores (ICP NAME)
1	Institutional Mainstreaming	Gender friendly work environment	LPAI	Gender friendly workplace facilities like toilets, creche, internal transport (golf cart), daily commute/transport and workplace accommodation in place at LPAI/ICP	M	3
2			LPAI	Gender friendly workplace policy with measures for flexitime, care leaves, medical support, social protection and maternity benefits in place at LPAI/ICP	R	
3			LPAI	Active grievance redressal mechanisms, including an internal committee on sexual harassment at workplace, accessible to all female staff (officials and contractual workers)	R	1
4		Gender balanced team	LPAI	Percentage of female staff (officials and contractual workers) across all levels in the ICP	M	2
5			LPAI	Affirmative measures in place recruit, retain and promote female staff at remote locations	R	
6		Organizational Systems	LPAI	Gender specialist/expert within LPAI and gender focal point at ICP in place for advisory and oversight of gender mainstreaming actions	M	0
7			LPAI, Customs and Immigration	Sex disaggregated data collected and placed in public domain	M	2
8			LPAI	Gender studies/research/audit exercises commissioned in the previous year	R	3
9		Staff Capacities and Competencies	LPAI	ICP staff trained on gender mainstreaming and applying the learnings in their work	M	0
10			LPAI	Gender workshops, trainings and meetings organised at ICP for coordination between staff, logistical agencies, contractors and other partners on female inclusion at ICP/trade facilitation	R	
11	Accessible Infrastructure	Passenger Terminal Facilities	LPAI	Basic facilities like Water, Toilets, Eateries, Signages and Display Boards required at passenger terminal are maintained and functional	M	5
12			LPAI	Public Phones with International Calling facility, Mobile and Internet Connectivity, Mobile Charging facility, available at passenger terminal	R	2
13			LPAI	Advanced services like Shuttle, Scanner, Waiting Room, Bank and Exchange Counters, Health Services, required at passenger terminal are functional	R	3
14		Elderly and Disabled Accessibility	LPAI	Ramps, wheel chairs, passenger assistance and separate toilets for persons with disability are available at passenger terminal	R	4

15		Women and Child Friendly Needs	LPAI	Clean separate toilets for women with maintained infrastructure, running water, safety latches on doors, wash basin, dustbins, baggage area and cleaning assistant available at passenger terminal	M	2
16			LPAI	Additional facilities like separate female waiting rooms, sanitary pads vending and disposal, baby changing table, baby feeding/childcare rooms available in passenger terminal	R	
17		Safety and Security of Women and Children	LPAI	Adequate lighting, CCTVs and late evening public transport service available within and near the passenger terminal	M	4
18			Security Forces (BSF/Home Guards)	Adequate presence of female staff (including security and housekeeping) in all public areas	R	3
19			Security Forces (BSF/Home Guards)	Anti-human trafficking mechanisms in place	R	2
20		Cargo Terminal Facilities	LPAI	All the basic facilities (Water, Toilets, Lights, Communication, CCTVs, and Information/Help Desk) required at cargo terminal are maintained and functional	M	3
21	Client Servicing	Immigration Services	Immigration/ LPAI	Affirmative measures (separate queues, baggage scanning, frisking room, female frisking staff) for female passengers and vulnerable groups in place	R	2
22		Client Satisfaction	LPAI	Fully functional Information/Help Desk in place at passenger terminal, with dedicated human resources	R	4
23			LPAI	Percentage of female clients (passengers and traders) reporting high level of satisfaction with ICP services	R	
24		Entrepreneurship and trade participation	Commerce and Industry	Affirmative actions to promote women's participation in cross border trade being undertaken	M	0
25			Commerce and Industry	Affirmative action to promote women's participation in informal cross border trade (eg border haats) is in place	R	
26			Commerce and Industry	Number of female traders using the ICP facility in the last one year	R	
27			CWC/LPAI	Women's participation in ICP activities and trade facilitation encouraged	R	
28	External Environment	Stakeholder Engagement	LPAI	Women exporters, women's groups and workers associations are consulted as part of stakeholder engagement process	M	0
29		Local Development Context	Road Transport and Highways/ Railways/State Government	Quality rail/road connectivity with affordable and safe public transport available to ICP	R	2
30			State Government	Nearest town to ICP is well developed with adequate education, housing, health and hospitality (hotel) facilities	R	3

SECTION-IV

GENDER AUDIT TIP SHEET

Gender Audit Tip Sheet

Indicator 1. Gender friendly workplace facilities like toilets, creche, internal transport (golf cart), daily commute/transport and workplace accommodation in place at LPAI/ICP				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Atleast one (1) of these measures are in place a) Separate toilets for female staff b) Creche facility c) Internal transport (golf cart) d) Daily office commute e) Workplace accommodation	Atleast two (2) of these measures are in place a) Separate toilets for female staff b) Creche facility c) Internal transport (golf cart) d) Daily office commute e) Workplace accommodation	Atleast three (3) of these measures are in place a) Separate toilets for female staff b) Creche facility c) Internal transport (golf cart) d) Daily office commute e) Workplace accommodation	Atleast four (4) of these measures are in place f) Separate toilets for female staff g) Creche facility h) Internal transport (golf cart) i) Daily office commute j) Workplace accommodation	All of these measures are in place a) Separate toilets for female staff b) Creche facility c) Internal transport (golf cart) d) Daily office commute e) Workplace accommodation
Indicator 2. Gender friendly workplace policy with measures for flexitime, care leaves, medical support, social protection and maternity benefits in place at LPAI/ICP				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Government of India norms for medical support (CGHS/ ESI), maternity and child leave for women employees, and NPS is applicable to all officials	Additionally female officials are provided with a) Flexitime/ Ease of permission to leave ICP campus by 5.00 pm b) Annual care leave/ Ease of availing casual leave for care-work responsibilities	Contractual Staff is also provided with a) Flexitime/ Ease of permission to leave ICP campus by 5.00 pm b) Annual care leave/ Ease of availing casual leave for care-work responsibilities	Additionally, Contractual staff is also provided with any one of a) Maternity benefits b) Medical Support c) Pension coverage	Contractual staff is provided with all of these a) Maternity benefits b) Medical Support c) Pension coverage
Indicator 3. Active grievance redressal mechanisms, including an internal committee on sexual harassment at workplace, accessible to all female staff (officials and contractual workers)				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Internal Complaints Committee (ICC) on Sexual harassment at workplace created at ICP level but not active OR ICC created at LPAI level	ICC created at ICP level and fulfils atleast one (1) of these a) Meetings held and documented b) Information on ICC and complaints process is publicly displayed	ICC created at ICP level and meets both these criteria a) Meetings held and documented b) Information on ICC and complaints process is publicly displayed	All female staff (officials and contractual workers) are well aware of ICC (can share name of one member or complaints process)	Grievance mechanisms (like worker association meetings) in addition to ICC for reporting other concerns is in place at ICP

Indicator 4. Percentage of female staff (officials and contractual workers) across all levels in the ICP				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
Less than 10% female staff (officials and contractual workers) employed at the ICP	More than 10% but less than 15% female staff (officials and contractual workers) employed at the ICP	More than 15% but less than 20% female staff (officials and contractual workers) employed at the ICP	More than 20% but less than 30% female staff (officials and contractual workers) employed at the ICP	More than 30% female staff (officials and contractual workers) employed at the ICP
Indicator 5. Affirmative measures in place recruit, retain and promote female staff at remote locations				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
Atleast one (1) of these measures are in place a) Gender pay parity b) Recruitment quota c) Location preference d) First say in training participation e) Support for participation in trainings	Atleast two (2) of these measures are in place a) Gender pay parity b) Recruitment quota c) Location preference d) First say in training participation e) Support for participation in trainings	Atleast three (3) of these measures are in place a) Gender pay parity b) Recruitment quota c) Location preference d) First say in training participation e) Support for participation in trainings	Atleast four (4) of these measures are in place a) Gender pay parity b) Recruitment quota c) Location preference d) First say in training participation e) Support for participation in trainings	All of these measures are in place a) Gender pay parity b) Recruitment quota c) Location preference d) First say in training participation e) Support for participation in trainings
Indicator 6. Gender specialist/expert within LPAI and gender focal point at ICP in place for advisory and oversight of gender mainstreaming actions				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
Technical advice on gender availed externally, no internal expertise in place	Atleast one (1) of these is in place a) Gender Specialist at LPAI b) Gender Focal Point at ICP	Both of these are in place a) Gender Specialist at LPAI b) Gender Focal Point at ICP	Atleast one (1) of these is in place a) Gender Specialist at LPAI has visited ICP atleast once in the previous year b) Gender Focal Point at ICP had participated in atleast one gender training in the previous year	Gender Specialist and/or Gender Focal point have developed a report on gender action of the ICP to be placed before the executive board
Indicator 7. Sex disaggregated data collected and placed in public domain				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
Sex disaggregated data available only of official staff employed at ICP	Sex disaggregated data available for official staff and contractual workers employed at ICP	Sex disaggregated data available for all staff at ICP as well as for passengers	Sex disaggregated data on staff and passengers for previous year placed in public domain (LPAI website)	Sex disaggregated data on staff, passengers, exporters and logistical agencies for previous year placed in public domain

Indicator 8. Gender studies/research/audit exercises commissioned in the previous year				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Study commissioned by LPAI but did not include the specific ICP	Study commissioned by LPAI with data on the ICP included in analysis	Study commissioned by LPAI with field visit and in-depth review of ICP	Study commissioned by ICP for gender analysis and progress monitoring	ICP has implemented recommendations from the gender study conducted
Indicator 9. ICP staff trained on gender mainstreaming and applying the learnings in their work				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
ICP Manager OR Gender focal point trained on gender mainstreaming	ICP Manager AND Gender focal point trained on gender mainstreaming	At least 20% of the staff have attended gender training session in last two years	At least 50% of the staff have attended gender training session in last two years	80% or more of the ICP staff has been trained on gender OR At least 5 or more ICP staff share experiences on application of learnings in their work
Indicator 10. Gender workshops, trainings and meetings organised at ICP for coordination between staff, logistical agencies, contractors and other partners on female inclusion at ICP/trade facilitation				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Gender concerns are discussed occasionally in staff meetings	Gender is a regular agenda item in all staff meetings	Staff meeting meetings show gender actions on record	At least one (1) staff meeting organised in previous year to discuss gender concerns OR At least one (1) gender training organised in previous year for logistical agencies, contractors, etc	At least one (1) staff meeting organised in previous year to discuss gender concerns AND At least one (1) gender training organised in previous year for logistical agencies, contractors, etc
Indicator 11. Basic facilities like Water, Toilets, Eateries, Signages and Display Boards required at passenger terminal are maintained and functional				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
At least one (1) of these measures are in place a) Drinking water purifier b) Water cooler c) Separate female toilets d) Eateries within the campus e) Signages and display boards in multiple languages	At least two (2) of these measures are in place a) Drinking water purifier b) Water cooler c) Separate female toilets d) Eateries within the campus e) Signages and display boards in multiple languages	At least three (3) of these measures are in place a) Drinking water purifier b) Water cooler c) Separate female toilets d) Eateries within the campus e) Signages and display boards in multiple languages	At least four (4) of these measures are in place a) Drinking water purifier b) Water cooler c) Separate female toilets d) Eateries within the campus e) Signages and display boards in multiple languages	All of these measures are in place a) Drinking water purifier b) Water cooler c) Separate female toilets d) Eateries within the campus e) Signages and display boards in multiple languages

Indicator 12. Public Phones with International Calling facility, Mobile and Internet Connectivity, Mobile Charging facility, available at passenger terminal				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Atleast one (1) of these measures are in place a) Public phone booths b) Public phones booths with international calling facility c) Connectivity to one mobile network d) Connectivity to two or more mobile networks e) Free mobile charging facility in visible areas	Atleast two (2) of these measures are in place a) Public phone booths b) Public phones booths with international calling facility c) Connectivity to one mobile network d) Connectivity to two or more mobile networks e) Free mobile charging facility in visible areas	Atleast three (3) of these measures are in place a) Public phone booths b) Public phones booths with international calling facility c) Connectivity to one mobile network d) Connectivity to two or more mobile networks e) Free mobile charging facility in visible areas	Atleast four (4) of these measures are in place a) Public phone booths b) Public phones booths with international calling facility c) Connectivity to one mobile network d) Connectivity to two or more mobile networks e) Free mobile charging facility in visible areas	All of these measures are in place a) Public phone booths b) Public phones booths with international calling facility c) Connectivity to one mobile network d) Connectivity to two or more mobile networks e) Free mobile charging facility in visible areas
Indicator 13. Advanced services like Shuttle, Scanner, Waiting Room, Bank and Exchange Counters, Health Services, required at passenger terminal are functional				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Atleast two (2) of these measures are in place a) Bus Shuttle services from nearest town b) Golf Cart services within campus c) Baggage scanners d) Waiting room e) Functional bank and exchange counters f) Health room with nurse g) Doctor at site	Atleast three (3) of these measures are in place a) Bus Shuttle services from nearest town b) Golf Cart services within campus c) Baggage scanners d) Waiting room e) Functional bank and exchange counters f) Health room with nurse g) Doctor at site	Atleast four (4) of these measures are in place a) Bus Shuttle services from nearest town b) Golf Cart services within campus c) Baggage scanners d) Waiting room e) Functional bank and exchange counters f) Health room with nurse g) Doctor at site	Atleast five (5) of these measures are in place a) Bus Shuttle services from nearest town b) Golf Cart services within campus c) Baggage scanners d) Waiting room e) Functional bank and exchange counters f) Health room with nurse g) Doctor at site	All of these measures are in place a) Bus Shuttle services from nearest town b) Golf Cart services within campus c) Baggage scanners d) Waiting room e) Functional bank and exchange counters f) Health room with nurse g) Doctor at site

Indicator 14. Ramps, wheel chairs, passenger assistance and separate toilets for persons with disability (PwDs) are available at passenger terminal				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
At least one (1) of these measures are in place a) Ramps at entry and exit b) Free Wheel chairs c) Wheel chair assistants d) Baggage Trolley e) Separate toilets for PwDs	At least two (2) of these measures are in place a) Ramps at entry and exit b) Free Wheel chairs c) Wheel chair assistants d) Baggage Trolley e) Separate toilets for PwDs	At least three (3) of these measures are in place a) Ramps at entry and exit b) Free Wheel chairs c) Wheel chair assistants d) Baggage Trolley e) Separate toilets for PwDs f) Display board mentioning free service and support for PwD and Patients	At least four (4) of these measures are in place a) Ramps at entry and exit b) Free Wheel chairs c) Wheel chair assistants d) Baggage Trolley e) Separate toilets for PwDs f) Display board mentioning free service and support for PwD and Patients	All of these measures are in place a) Ramps at entry and exit b) Free Wheel chairs c) Wheel chair assistants d) Baggage Trolley e) Separate toilets for PwDs f) Display board mentioning free service and support for PwD and Patients
Indicator 15. Clean separate toilets for women with maintained infrastructure, running water, safety latches on doors, wash basin, dustbins, baggage area and cleaning assistant available at passenger terminal				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
At least three (3) separate female toilets with two (water closets) in each available	All three toilets are well lit, and have all infrastructure intact with running water facility	All three toilets are clean (no smell or rubbish) with cleaning happening atleast one every hour	All three toilets also include wash basins, dustbins, and safety latches on doors	Well maintained female toilets with baggage area and dedicated cleaning assistant at the block
Indicator 16. Additional facilities like separate female waiting rooms, sanitary pads vending and disposal, baby changing table, baby feeding/childcare rooms available in passenger terminal				
Missing Minimum Requirements	Approaching Minimum Requirements	Satisfies Minimum Requirements	Considerably Gender Responsive	Significantly Gender Responsive
Temporary arrangements for child care and baby feeding in health room/rest rooms	At least one (1) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room	At least two (2) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room	At least three (3) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room	At least four (4) of these measures are in place a) Separate female waiting rooms b) Sanitary pad vending machine c) Sanitary pad disposal mechanisms (other than dustbins) d) Baby changing table in female toilets e) Baby changing table in male toilets f) Baby feeding/child care room

Indicator 17. Adequate lighting, CCTVs and late evening public transport service available within and near the passenger terminal				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
At least one (1) of these measures are in place a) ICP campus is well-lit b) CCTVs are placed at adequate locations c) CCTV monitoring system is in place d) Roads near the ICP campus have adequate street lights e) Shuttle service for female passengers to nearest town/village is easily available after 6.30 pm	At least two (2) of these measures are in place a) ICP campus is well-lit b) CCTVs are placed at adequate locations c) CCTV monitoring system is in place d) Roads near the ICP campus have adequate street lights e) Shuttle service for female passengers to nearest town/village is easily available after 6.30 pm	At least three (3) of these measures are in place a) ICP campus is well-lit b) CCTVs are placed at adequate locations c) CCTV monitoring system is in place d) Roads near the ICP campus have adequate street lights e) Shuttle service for female passengers to nearest town/village is easily available after 6.30 pm	At least four (4) of these measures are in place a) ICP campus is well-lit b) CCTVs are placed at adequate locations c) CCTV monitoring system is in place d) Roads near the ICP campus have adequate street lights e) Shuttle service for female passengers to nearest town/village is easily available after 6.30 pm	All of these measures are in place a) ICP campus is well-lit b) CCTVs are placed at adequate locations c) CCTV monitoring system is in place d) Roads near the ICP campus have adequate street lights e) Shuttle service for female passengers to nearest town/village is easily available after 6.30 pm
Indicator 18. Adequate presence of female staff (including security and housekeeping) in all public areas				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Less than 5 female staff members present at all times within the campus	More than 5 but less than 10 female staff members present at all times within the campus	More than 10 but less than 20 female staff members present at all times within the campus	More than 20 but less than 30 female staff members present at all times within the campus	More than 30 female staff members present at all times within the campus
Indicator 19. Anti-human trafficking mechanisms in place				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Regular observation of unwanted activities in place	Broad display of boards highlighting zero tolerance for human trafficking	Security staff trained on human trafficking especially for identification of girl child victims	Security and ICP staff trained on human trafficking especially for identification of girl child victims	Anti-human trafficking unit set up at ICP

Indicator 20. All the basic facilities (Water, Toilets, Lights, Communication, CCTVs, etc) required at cargo terminal are maintained and functional				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Atleast one (1) of these measures are in place a) Drinking water cooler b) Separate female toilet c) Adequate lighting d) Mobile Connectivity e) CCTVs f) Information/Help Desk g) Separate parking for female drivers	Atleast two (2) of these measures are in place a) Drinking water cooler b) Separate female toilet c) Adequate lighting d) Mobile Connectivity e) CCTVs f) Information/Help Desk g) Separate parking for female drivers	Atleast three (3) of these measures are in place a) Drinking water cooler b) Separate female toilet c) Adequate lighting d) Mobile Connectivity e) CCTVs f) Information/Help Desk g) Separate parking for female drivers	Atleast four (4) of these measures are in place a) Drinking water cooler b) Separate female toilet c) Adequate lighting d) Mobile Connectivity e) CCTVs f) Information/Help Desk g) Separate parking for female drivers	All of these measures are in place a) Drinking water cooler b) Separate female toilet c) Adequate lighting d) Mobile Connectivity e) CCTVs f) Information/Help Desk g) Separate parking for female drivers
Indicator 21. Affirmative measures (separate queues, baggage scanning, frisking room, female frisking staff) for female passengers and vulnerable groups in place at immigration				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Atleast one (1) of these measures are in place a) Female frisking staff b) Enclosed frisking space for females c) Separate baggage scanner for females, PwD and elderly d) Separate queue for female passengers e) Preferential treatment (first entry) for pregnant women, women with infants, PwDs, elderly and patients	Atleast two (2) of these measures are in place a) Female frisking staff b) Enclosed frisking space for females c) Separate baggage scanner for females, PwD and elderly d) Separate queue for female passengers e) Preferential treatment (first entry) for pregnant women, women with infants, PwDs, elderly and patients	Atleast three (3) of these measures are in place a) Female frisking staff b) Enclosed frisking space for females c) Separate baggage scanner for females, PwD and elderly d) Separate queue for female passengers e) Preferential treatment (first entry) for pregnant women, women with infants, PwDs, elderly and patients	Atleast four (4) of these measures are in place a) Female frisking staff b) Enclosed frisking space for females c) Separate baggage scanner for females, PwD and elderly d) Separate queue for female passengers e) Preferential treatment (first entry) for pregnant women, women with infants, PwDs, elderly and patients	All of these measures are in place a) Female frisking staff b) Enclosed frisking space for females c) Separate baggage scanner for females, PwD and elderly d) Separate queue for female passengers e) Preferential treatment (first entry) for pregnant women, women with infants, PwDs, elderly and patients

Indicator 22. Fully functional Information/Help Desk in place at passenger terminal, with dedicated human resources				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Information/Help Desk established without dedicated staff	Information/Help Desk established with dedicated staff but staff not always present at counter	Information/Help Desk established with dedicated staff always present at counter	Information/Help Desk established with dedicated staff at counter seen supporting passengers	Information/Help Desk established with more than two (2) dedicated staff at counter seen supporting passengers
Indicator 23. Percentage of female clients (passengers and traders) reporting high level of satisfaction with ICP services				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Complaints register in place at ICP with no complaints from female passengers in last one year	Client satisfaction survey conducted with overall high satisfaction rate but sex segregated data not available	Atleast 25% of female clients surveyed report high level of satisfaction	More than 25% but less than 50% of female clients surveyed report high level of satisfaction	More than 50% of female clients surveyed report high level of satisfaction
Indicator 24. Affirmative actions to promote women's participation in cross border trade being undertaken				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Any one (1) of these actions a) Workshops with Livelihood/Skill Missions officials on potential of exports through Land Ports (ICPs) b) Exposure visits at ICP for women SHG members/entrepreneurs	Any one (1) of these actions a) Workshops for women SHG members potential of exports through Land Ports (ICPs) b) Workshops for women entrepreneurs on potential of exports through Land Ports (ICPs)	Any one (1) of these actions a) Training of women SHG members on export procedures at ICP b) Training of women entrepreneurs on export procedures at ICP	Any one (1) of these actions a) Training of women SHG members on export procedures at ICP b) Training of women entrepreneurs on export procedures at ICP c) System for storage of perishable goods/pooling of goods of female traders at ICP	All of these actions a) Training of women SHG members on export procedures at ICP b) Training of women entrepreneurs on export procedures at ICP c) System for storage of perishable goods/pooling of goods of female traders at ICP

Indicator 25. Affirmative action to promote women's participation in informal cross border trade (eg border haats) is in place				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Organising Border Haats	Any one (1) of these actions a) Provision of water and toilet facilities at Border Haats b) Representation of women in Border Haat Management Committees	Any two (2) of these actions Pa) Provision of water and toilet facilities at Border Haats b) Representation of women in Border Haat Management Committees c) Quota for women in Border Haats	Any three (3) of these actions a) Provision of water and toilet facilities at Border Haats b) Representation of women in Border Haat Management Committees c) Quota for women in Border Haats d) Women-only Border Haats	All of these actions a) Provision of water and toilet facilities at Border Haats b) Representation of women in Border Haat Management Committees c) Quota for women in Border Haats d) Women-only Border Haats
Indicator 26. Number of female traders using the ICP facility in the last one year				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Less than 5	More than 5 but less than 10	More than 10 but less than 20	More than 20 but less than 30	More than 30
Indicator 27. Women's participation in ICP activities and trade facilitation encouraged				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Consultation with local women/women's SHGs organised on opportunities for women to engage in ICP activities and trade facilitation OR Consultation with logistical agencies organised on need for female participation at ICP	Consultation with local women/women's SHGs organised on opportunities for women to engage in ICP activities and trade facilitation AND Consultation with logistical agencies organised on need for female participation at ICP	Atleast one shop within the passenger terminal and/or ICP campus is run by women entrepreneur/SHG OR Atleast one Custom House Agent (CHA) is a woman	Atleast two shops within the passenger terminal and/or ICP campus is run by women entrepreneur/SHG OR Atleast two Custom House Agents (CHA) are women	Atleast two shops within the passenger terminal and/or ICP campus is run by women entrepreneur/SHG AND Atleast two Custom House Agents (CHA) are women

Indicator 28. Women exporters, women's groups and workers associations are consulted as part of stakeholder engagement process				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
At least one meeting/workshop organised in the last year with women stakeholders/concerned Ministries at national level	At least one meeting/workshop organised in the last year with women stakeholders at ICP level	Two meetings/workshops organised in the last year with women stakeholders at ICP level	Women's Trade and Trade Facilitation Advisory Committee formed at ICP level meeting at least once every year	Women's Trade and Trade Facilitation Advisory Committee formed at ICP level meeting at least once every six months
Indicator 29. Quality rail/road connectivity with affordable and safe public transport available to ICP				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
ICP is directly connected by public bus services to nearest major city but road quality is not good	ICP is directly connected by public bus services to nearest major city BUT road quality is not good BUT Intermediate transport services to nearest town/city center from ICP are easily available during the day	Nearest town to ICP is directly connected by railways or public bus services with good road network AND Intermediate transport services to nearest town/city center from ICP are easily available during the day	Nearest town to ICP is directly connected by railways or public bus services with good road network AND Intermediate transport services to nearest town/city center from ICP are easily available during late evenings	ICP is directly connected by railways or public bus services to nearest major city with good road network AND city has established intermediate transport services from ICP to city centre even in late evenings OR ICP provides free/subsidized intermediate transport services (shuttle) to nearest town/city center for women at least after late evenings
Indicator 30. Nearest town to ICP is well developed with adequate education, housing, health and hospitality (hotel) facilities				
<i>Missing Minimum Requirements</i>	<i>Approaching Minimum Requirements</i>	<i>Satisfies Minimum Requirements</i>	<i>Considerably Gender Responsive</i>	<i>Significantly Gender Responsive</i>
Does the town have any of these services a) Good Education Facilities b) Proper Housing c) Quality Medical Services d) Safe Hotels e) Good Restaurants	At least two (2) of these a) Good Education Facilities b) Proper Housing c) Quality Medical Services d) Safe Hotels e) Good Restaurants	At least three (3) of these a) Good Education Facilities b) Proper Housing c) Quality Medical Services d) Safe Hotels e) Good Restaurants	At least four (4) of these a) Good Education Facilities b) Proper Housing c) Quality Medical Services d) Safe Hotels e) Good Restaurants	All of these a) Good Education Facilities b) Proper Housing c) Quality Medical Services d) Safe Hotels e) Good Restaurants

SECTION-V

GENDER AUDIT CHECKLIST

Gender Audit Checklist				
Indicator	Question	YES	NO	NA
1.	Are any of the following facilities for staff available at the ICP?			
	Separate toilets for female staff	☐	☐	☐
	Creche facility	☐	☐	☐
	Internal transport (golf cart)	☐	☐	☐
	Daily office commute	☐	☐	☐
	Workplace accommodation	☐	☐	☐
2.	Are the Government of India norms for medical support (CGHS/ ESI), maternity and child leave for women employees, and NPS applicable to all officials?	☐	☐	☐
	Does the LPAI/ICP endorse flexitime?			
	For all Officials	☐	☐	☐
	For Officials and Contractual Staff	☐	☐	☐
	Do the employees report ease of permission to leave ICP campus by 5.00 pm?			
	For all Officials	☐	☐	☐
	For Officials and Contractual Staff	☐	☐	☐
	Is there a system of annual care leave available?			
	For all Officials			
	For Officials and Contractual Staff			
	Do the employees report ease of availing casual leave for care-work responsibilities?			
	For all Officials	☐	☐	☐
	For Officials and Contractual Staff	☐	☐	☐
	Is the contractual staff provided with any of the following benefits?			
	Maternity benefits	☐	☐	☐
	Medical support (health Camps, health insurance coverage)	☐	☐	☐
	Pension coverage	☐	☐	☐

SECTION - V GENDER AUDIT CHECKLIST

3.	Is there an Internal Complaints Committee (ICC) on Sexual harassment at workplace created at ICP level?	YES	NO	NA
	Are meetings of ICC held and documented?			
	Is the information on ICC and complaints process publicly displayed?	YES	NO	NA
	All female staff (officials and contractual workers) are well aware of ICC (can share name of one member or complaints process)?	YES	NO	NA
	Are there any other additional grievance mechanisms (like worker association meetings) for reporting other concerns in place at ICP?	YES	NO	NA
4.	What is the percentage of female staff (officials and contractual workers) across all levels in the ICP?			
5.	Are any of the following measures to recruit, retain and promote female staff are in place?			
	Gender pay parity	YES	NO	NA
	Recruitment quota	YES	NO	NA
	Location preference	YES	NO	NA
	First say in training participation	YES	NO	NA
	Support for participation in trainings like accompanying child and nanny travel expense, safe stay and travel arrangements	YES	NO	NA
6.	Is there a Gender Specialist at LPAI?	YES	NO	NA
	Has the Gender Specialist visited the ICP in the last one year?	YES	NO	NA
	Is there a Gender Focal Point appointed at the ICP?	YES	NO	NA
	Has the Gender Focal Point participated in atleast one gender training in the previous year?	YES	NO	NA
	Has a report on gender action of the ICP been placed before the executive board in the previous year?	YES	NO	NA

SECTION - V GENDER AUDIT CHECKLIST

7.	Does the ICP collect sex disaggregated data on any one of the following?	Official staff	YES	NO	NA
		Contractual Workers	YES	NO	NA
		Passengers	YES	NO	NA
		Exporters	YES	NO	NA
		Logistical Agencies	YES	NO	NA
	Is the data placed in public domain (LPAI website)				
8.	Did the LPAI commissioned any gender related study in the previous year?		YES	NO	NA
	Was the data related to the ICP included in the study?		YES	NO	NA
	Was there a field visit undertaken to the ICP in the context of the study?		YES	NO	NA
	Has the ICP commissioned any gender related study in the previous year?		YES	NO	NA
	Has the ICP implemented any recommendations emerging from gender study conducted in previous years?		YES	NO	NA
9.	Has the ICP Manager participated in atleast one gender training in the previous two years?		YES	NO	NA
	What is the percentage of staff who have participated in atleast one gender training in the previous two years?				
	How many staff can share examples of application of learnings from the gender trainings				
10.	Is gender discussed in staff meetings?		ALWAYS	SOME TIME	NEVER
	Does the staff meeting minutes reflect gender discussions and action points?		YES	NO	NA
	Was there a dedicated staff meeting organised in previous year to discuss gender concerns?		YES	NO	NA
	Was there any gender training organised in previous year for logistical agencies, contractors, etc		YES	NO	NA

11.	Are any of the following basic facilities available at ICP?			
	Drinking water purifier	YES	NO	NA
	Water cooler	YES	NO	NA
	Separate female toilets	YES	NO	NA
	Eateries within the campus	YES	NO	NA
	Signages and display boards in multiple languages	YES	NO	NA
12.	Are any of the following communication measures available?			
	Public phone booths	YES	NO	NA
	Public phones booths with international calling facility	YES	NO	NA
	Connectivity to one mobile network	YES	NO	NA
	Connectivity to two or more mobile networks	YES	NO	NA
	Free mobile charging facility in visible areas	YES	NO	NA
13.	Are any of the following advanced services in place?			
	Bus Shuttle services from nearest town	YES	NO	NA
	Golf Cart services within campus	YES	NO	NA
	Baggage scanners	YES	NO	NA
	Waiting room	YES	NO	NA
	Functional bank and exchange counters	YES	NO	NA
	Health room with nurse	YES	NO	NA
	Doctor at site	YES	NO	NA

SECTION - V GENDER AUDIT CHECKLIST

14.	Are any of the following PwD and elderly friendly measures in place?			
	Ramps at entry and exit	YES	NO	NA
	Free Wheel chairs	YES	NO	NA
	Wheel chair assistants	YES	NO	NA
	Baggage Trolley	YES	NO	NA
	Separate toilets for PwDs	YES	NO	NA
	Display board mentioning free service and support for PwD and Patients	YES	NO	NA
15.	How many female toilets (with atleast 2 water closets) are there?			
	Are all toilets well lit?	YES	NO	NA
	Is the infrastructure in all toilets intact and maintained?	YES	NO	NA
	Do all toilets have running water facility?	YES	NO	NA
	Was there any smell or rubbish observed in any of the toilets?	YES	NO	NA
	What is the frequency of cleaning of toilets?			
	Do all toilets have wash basins, dustbins, and safety latches on doors?	YES	NO	NA
	Do all toilets have baggage area and dedicated cleaning assistant at the block?	YES	NO	NA
16.	Is there any temporary arrangement made for child care and baby feeding in health room/rest rooms?	YES	NO	NA
	Are any of the following women and child friendly measures in place?			
	Separate female waiting rooms	YES	NO	NA
	Sanitary pad vending machine	YES	NO	NA
	Sanitary pad disposal mechanisms (other than dustbins)	YES	NO	NA
	Baby changing table in female toilets	YES	NO	NA
	Baby changing table in male toilets	YES	NO	NA
	Baby feeding/child care room	YES	NO	NA

SECTION - V GENDER AUDIT CHECKLIST

17.	Are any of the following safety and security measures in place?			
	ICP campus is well-lit	YES	NO	NA
	CCTVs are placed at adequate locations	YES	NO	NA
	CCTV monitoring system is in place	YES	NO	NA
	Roads near the ICP campus have adequate street lights	YES	NO	NA
	Shuttle service for female passengers to nearest town/village is easily available after 6.30 pm	YES	NO	NA
18.	On an average how many female staff (including security and housekeeping) are present at the ICP campus?			
19.	Are any of the following anti-trafficking measures in place?			
	Broad display of boards highlighting zero tolerance for human trafficking	YES	NO	NA
	Have any security staff been trained on human trafficking especially for identification of girl child victims?	YES	NO	NA
	Have any ICP staff been trained on human trafficking especially for identification of girl child victims?	YES	NO	NA
	Is there any Anti-human trafficking unit set up at the ICP?	YES	NO	NA
20.	Are any of the following infrastructure in place at cargo terminal?			
	Drinking water cooler	YES	NO	NA
	Separate female toilet	YES	NO	NA
	Adequate lighting	YES	NO	NA
	Mobile Connectivity	YES	NO	NA
	CCTVs	YES	NO	NA
	Information/Help Desk	YES	NO	NA
	Separate parking for female drivers	YES	NO	NA

21.	Are any of the following measures in place at immigration?			
	Female frisking staff	YES	NO	NA
	Enclosed frisking space for females	YES	NO	NA
	Separate baggage scanner for females, PwD and elderly	YES	NO	NA
	Separate queue for female passengers	YES	NO	NA
	Preferential treatment (first entry) for pregnant women, women with infants, PwDs, elderly and patients	YES	NO	NA
22.	Is there an information/help desk at the passenger terminal?	YES	NO	NA
	How many staff members are responsible for managing the desk?			
	Was the person present at the desk during the audit?	YES	NO	NA
	Were there passengers being supported at the desk?	YES	NO	NA
23.	Is there complaints register placed at the ICP?	YES	NO	NA
	Are there complaints from female passengers reported in last one year?	YES	NO	NA
	Has there been a client satisfaction survey conducted in last two years?	YES	NO	NA
	What percentage of surveyed report high satisfaction levels?			
	What percentage of females surveyed report high satisfaction levels?			
24.	Has the LPAI/ICP taken action on any of the following?			
	Workshops with Livelihood/Skill Missions officials on potential of exports through Land Ports (ICPs)	YES	NO	NA
	Exposure visits at ICP for women SHG members/entrepreneurs	YES	NO	NA
	Workshops for women SHG members potential of exports through Land Ports (ICPs)	YES	NO	NA

SECTION - V GENDER AUDIT CHECKLIST

	Workshops for women entrepreneurs on potential of exports through Land Ports (ICPs)	YES	NO	NA
	Training of women SHG members on export procedures at ICP	YES	NO	NA
	Training of women entrepreneurs on export procedures at ICP	YES	NO	NA
	Training of women SHG members on export procedures at ICP	YES	NO	NA
	Training of women entrepreneurs on export procedures at ICP	YES	NO	NA
	System for storage of perishable goods/pooling of goods of female traders at ICP	YES	NO	NA
25.	Has the LPAI/ICP taken action on any of the following?			
	Organising Border Haats	YES	NO	NA
	Provision of water and toilet facilities at Border Haats	YES	NO	NA
	Representation of women in Border Haat Management Committees	YES	NO	NA
	Quota for women in Border Haats	YES	NO	NA
	Women-only Border Haats	YES	NO	NA
26.	Number of female traders using the ICP facility in the last one year			
27.	Has the LPAI/ICP taken action on any of the following?			
	Consultation with local women/women's SHGs organised on opportunities for women to engage in ICP activities and trade facilitation	YES	NO	NA
	Consultation with logistical agencies organised on need for female participation at ICP	YES	NO	NA
	Number of shops within the passenger terminal and/or ICP campus run by women entrepreneur/SHG			
	Number of women Custom House Agents (CHA) at the ICP			

SECTION - V GENDER AUDIT CHECKLIST

28.	Number of meetings/workshops organised in the last year with women stakeholders (exporters, groups, worker associations) and/or concerned Ministries (Commerce, Road Transport, Railways, etc) at national level Number of meetings/workshops organised in the last year with women stakeholders (exporters, groups, worker associations) at ICP level Does the ICP have a Women's Trade and Trade Facilitation Advisory Committee Number of meetings of Women's Trade and Trade Facilitation Advisory Committee conducted in last year	 YES NO NA
29.	Is the ICP directly connected by railway to the nearest major city? Is the ICP directly connected by a public bus service to nearest major city? Is the road network to the ICP good (eg four lane highway, safe stoppage points) Are Intermediate transport services to nearest town/city center from ICP easily available during the day? Are Intermediate transport services to nearest town/city center from ICP easily available after late evening? Does the ICP provide shuttle service for female passengers to nearest town/village available after 6.30 pm	YES NO NA YES NO NA YES NO NA YES NO NA YES NO NA YES NO NA
30.	Does the nearest town to the ICP have the following facilities? Good Education Facilities Proper Housing Quality Medical Services Safe Hotels Good Restaurants	YES NO NA YES NO NA YES NO NA YES NO NA YES NO NA YES NO NA

SECTION-VI

FIELD

OBSERVATION FORM

ICP Profile and Spatial Mapping/Observation Form			
Sr.	Parameter	Response from ICP Manager/Staff	Observation
1.	Name of the ICP		
2.	Functional Since (Year)		
3.	Nearest city/town from the ICP		
4.	Distance of the ICP from the same		
5.	Approaching the ICP <i>Probe Questions:</i> • How do people reach the ICP from the nearest city • How do they reach from nearest town/village • What is the fastest transport • How much time does it take by different modes • Which mode of transport is safer for women and why • Does the road feel safe • Is the area properly lit • Are there restaurants/public toilets on the way • How much does it cost to reach the ICP • Which is the cheapest mode		
6.	Operational Timings of the ICP <i>Probe Questions:</i> • What is the ICP timing • What time does it start • When does it close • Is it functional at night		
7.	Details of various Fees/ Charges levied at the ICP		
Amenities available at the ICP			
8.	Bus Shuttle Service <i>Probe Questions:</i> • From where to where does it run • What is the frequency • How can one use the same • What is the cost		

9.	Toilets <i>Probe Questions:</i> • How many toilet blocks were there • Did all the toilets have water • Was it clean • Is there a place for handbags in the washrooms • Where do women keep their luggage while using wash room • Were dustbins and wash basins available		
10.	Baby Changing facilities in Washrooms		
11.	Sanitary pad dispensers		
12.	Sanitary pad disposal facilities		
13.	Rest Rooms		
14.	Child Care Rooms		
15.	Communication <i>Probe Questions:</i> Was the mobile phone and internet working		
16.	Scanners <i>Probe Questions:</i> • Is there mechanized body scanning and luggage checking or are they still doing manual frisking		
17.	Water <i>Probe Questions:</i> • Is the water facility good and free or one needs to buy bottled water • How many water facilities were there • Did you see anyone using a water facility or filling his or her water bottle		
18.	Food <i>Probe Questions:</i> • Is there any mess or canteen facilities • Are there any restaurants/ eatery near the ICP • Did you find women eating there • Would it feel safe and comfortable for a single woman to eat there		

19.	Bank and Exchange Counters <i>Probe Questions:</i> • Is there any such facility • Where is it located • Did you see any women using the facility		
20.	CCTVs <i>Probe Questions:</i> • Was it there at all places • Did they seem in working condition		
21.	Lighting <i>Probe Questions:</i> • How were the lights in general at night when it got dark • Was there any solar lighting		
22.	Help desk/Information desk <i>Probe Questions:</i> • Is there a help/information desk • Did you find people using the same • Did you find women using the same		
23.	Display boards <i>Probe Questions:</i> • Is there signage was everywhere for navigation • Which language was used on signboards		
24.	Ramps and Wheel Chairs <i>Probe Questions:</i> • Are there wheelchairs available • Are there ramps for wheelchairs • Is assistance provided for wheelchairs at all places • Did you see someone in a wheelchair		
25.	Health Facilities <i>Probe Questions:</i> • What is the facility for health • Is there a doctor available on duty • Is there a Nurse or Asha worker available		

26.	Presence of Security Staff across public areas <i>Probe Questions:</i> • Were there enough security staff present • How many female staff were there		
27.	Presence of Women in public areas <i>Probe Questions:</i> • Were women present on campus. How many women were seen approximately • Did you feel scared at any place • Women do not trade but if they did then would it feel unsafe		
ICP Processes			
28.	Immigration Process <i>Probe Questions:</i> • How much time does it take in the immigration process • Explain the immigration process • What are the key challenges that people face • Anything specific that women face • What types of documents are required • Is there an Immigration Queue • What type of Frisking/ Checking is done • Are there women BSF for frisking/ baggage checking • Is there separate queue for women- for frisking, baggage checking or document submission		
29.	Customs Process (Export) <i>Probe Questions:</i> • How much time does it take in the custom process • Map the process for customs • What are the key challenges that people face • Anything specific that women face • How is the loading and unloading work done • How many laborers were there • Do they have any women		

30.	Documents Required for Customs <i>Probe Questions:</i> • What type of documents are required • What are the challenges in getting those documents		
31.	Customs House Agent <i>Probe Questions:</i> • What work do they do • How many agents are there • Are there women involved • Any challenges to involving women		
32.	Transport (truckers) and Logistics Management (labor, freight forwarders) Facilities <i>Probe Questions:</i> • What work do they do • How many people are involved • Are there women involved • Any challenges to involving women		
33.	Testing and Quarantine Facilities		
Testing and Quarantine Facilities			
34.	Border Haats Process <i>Probe Questions:</i> • What is the process • What facilities are provided • How the venders and vendees selected • How many people are involved • Are there women involved • Any challenges to involving women		
35.	Stakeholder Consultation Processes by ICP Manager <i>Probe Questions:</i> • Is there a meeting conference • What are they used for • Does the ICP managers conduct stakeholder consultations • Are women involved		

36.	ICP Management Facilities (Stalls, Housekeeping, etc) <i>Probe Questions:</i> • What type of facilities are there • What type of staff are included • Are there women • Who was using the same • Are women using the facilities		
37.	Publicity/ Communication Activities (Training, workshops, conferences, etc) <i>Probe Questions:</i> • What type of events are conducted • How many were conducted in last month • Who participates • Are there women		
38.	Encouraging Women Staff <i>Probe Questions:</i> • Was there any request from the female staff • Anything that they need or want to change • Do they face problems while traveling • Is there a sexual harassment complaints committee		
Usage Information			
39.	Sex Segregated data on passenger movement for 2019-20, 2020-21, 2021-22		
40.	Sex Segregated Monthly data on passenger movement for 2021-22, if possible.		
41.	Monthly data on Trucker movement for 2021-22 (sex disaggregated if applicable)		
42.	Commodity-wise cargo movement (amount) data for any one month in 2021-22		
43.	User-wise information for any two days in 2021-22, if possible, with name and sex of business/company		
44.	Sex Segregated information on Formal ICP (administrative) staff including partner staff		

SECTION - VI **FIELD OBSERVATION FORM**

45.	Sex Segregated information on Contractual staff including skilled, semi-skilled and unskilled laborers (if possible, with breakup of activity involvement)		
46.	Sex Segregated user data for information centres, rest rooms, shuttle bus service, etc		
47.	Sex disaggregated data on membership in custom clearance facilitation committees, trade facilitation centres, logistic associations, trader associations, labour unions		
48.	Sex disaggregated data on Border haat beneficiaries (vendees, vendors and labours, Haat Management Committee membership		
49.	Any other specific initiatives for women, pregnant women, children, differently-abled, LGBTIQ+ communities if undertaken		

SECTION - VII

BIBLIOGRAPHY

1. ADB. (2018). Development Effectiveness Review- Scorecard and Related Information. Asian Development Bank. Retrieved from <https://www.adb.org/sites/default/files/institutional-document/498606/defr-2018-scorecard.pdf>
2. ARUP. (2015). City Resilience Framework. Arup International Development; Rockefeller Foundation. Retrieved from City Resilience Index: <https://www.rockefellerfoundation.org/wp-content/uploads/City-Resilience-Framework-2015.pdf>
3. CARE USA. (2019). CARE Gender Marker. Atlanta. Retrieved from [https://insights.careinternational.org.uk/images/in-practice/Gender marker/care_gender_marker_external_comms-1.pdf](https://insights.careinternational.org.uk/images/in-practice/Gender%20marker/care_gender_marker_external_comms-1.pdf)
4. DIHR and IDSN. (2008). Dalit Discrimination Check. Danish Institute of Human Rights and International Dalit Solidarity Network. Retrieved from https://idsn.org/uploads/media/Dalit_Discrimination_Check.pdf
5. Feed the Future, US AID, IFPRI, OPHI. (2012). Women's Empowerment in Agriculture Index. International Food Policy Research Institute (IFPRI). Retrieved from https://www.ifpri.org/search?f%5B1%5D=sm_content_type_to_terms%3Apub&f%5B2%5D=sm_content_type_to_terms%3A89
6. Livani, Rizwan and Kathuria (2019), Inclusive Regional Trade: Promoting the Economic Empowerment of Women in the BBIN Region, ANTYAJAA: Indian Journal of Women and Social Change Volume 4, Issue 1, June 2019, SAGE Publications
7. Livani. T. and Solotaroff J. (2019). Promoting Women's Participation in Cross-border Trade in South Asia. Antyajaa Indian Journal of Women and Social Change. SAGE Publications India Pvt. Ltd.
8. National Trade Facilitation Action Plan 2020-2023. Government of India, New Delhi
9. OCED (2016). Handbook on the OECD-DAC Gender Equality Marker. OECD-DAC NETWORK ON GENDER EQUALITY (GENDERNET). Retrieved from <https://www.oecd.org/dac/gender-development/Handbook-OECD-DAC-Gender-Equality-Policy-Marker.pdf>
10. Sanchita Basu Das and Soumya Chattopadhyay (2022). Identifying Challenges and Improving Trade Facilitation in the States of Northeast India. ADB South Asia Working Paper Series No. 95. Asian Development Bank. 2022
11. Sharda and Sabu (2021). Promoting an Inclusive Transport and Cross-Border Trade in Bangladesh, Bhutan, India, and Nepal Sub-region. Transport and Communications Bulletin for Asia and the Pacific. No. 91.
12. Sinha, et al (2016). Bridging infrastructure deficits at select trade ports in India. Bureau of Research on Industry and Economic Fundamentals (BRIEF).
13. Sinha, R. (2021). Linking Land Borders: India's Integrated Check Posts, CSEP Working Paper 9, New Delhi: Centre for Social and Economic Progress.

14. Taneja et. al. (2018). Trade Facilitation Measures to Enhance Participation of Women in Cross-border Trade in BBIN, Indian Council for Research on International Economic Relations (ICRIER), New Delhi.
15. Tezare, K. (2017). Institutional Scorecard for Gender Mainstreaming. British Columbia: Commonwealth of Learning. Retrieved from http://oasis.col.org/bitstream/handle/11599/2731/2017_Tezare_Institutional-Scorecard-Gender-Mainstreaming_Viewing.pdf?sequence=1&isAllowed=y
16. UN Women. (2020). Covid-19 and Gender- Rapid Self-Assessment Tool. We Empower Asia. Retrieved from <https://asiapacific.unwomen.org/en/digital-library/publications/2020/05/covid-19-and-gender-rapid-self-assessment-tool>
17. UNDG Task Force on Gender Equality. (2018). UNCT-SWAP Gender Equality Score Card. New York: UN Development Operations Coordination Office. Retrieved from https://unsdg.un.org/sites/default/files/UNCT-SWAP_Gender-report_Web.pdf
18. UNESCAP (2022). Digital and Sustainable Trade Facilitation: Global Report, 2021. Bangkok.
19. Waterhouse, M. (2018). Gender with Age (GAM) Markers. IASC. Retrieved from <https://interagencystandingcommittee.org/system/files/iasc-gam-information-sheet.pdf>
20. WHO. (2011). Gender mainstreaming for health managers: a practical approach. World Health Organization. Retrieved from https://apps.who.int/iris/bitstream/handle/10665/44516/9789241501071_eng.pdf;jsessionid=0FA6E4E2D905845BE1352BF519B3B24F?sequence=1
21. World Bank (2020); Corporate Score Cards, The World Bank Group, December 2020; Retrieved from <http://pubdocs.worldbank.org/en/667651606140297127/Corporate-Scorecard-Nov-2020.pdf>



Towards Responsible Urban Development



 @mahilahsg
 Mahila Housing Trust MHT
 Gujarat Mahila Housing Sewa Trust