

Convention
on the Elimination
of all forms of Discrimination
Against Women (CEDAW)

Guidelines for reporting
on Article 14



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Contents

Introduction	iv
Rationale	v
Part 1 – CEDAW	1
What is Article 14?	2
Forms of discrimination against women	3
How and where to find information	3
Useful references	5
How to organise the collection of information on rural women	7
Key questions concerning rural women	8
Part 2 – The role of FAO	9
FAO and the Technical Cooperation Programme	10
FAO’s contribution to the implementation of CEDAW on land tenure	10
FAO’s background on land rights	12
FAO and the Gender and Development Plan of Action (2002-2007)	13
FAO and the World Food Summit: <i>five years later</i>	14
Conclusion	15
Annexes	17
Annex 1: Article 14: rural women	18
Annex 2: Actions planned by FAO	19
Annex 3: Guidelines for the initial and periodic reports prepared by the Committee	21
A. Initial report	21
▶ General	21
▶ Contents of the report	21
▶ Annexes to the report	22
B. Guidelines for subsequent periodic reports	22
▶ Measures to implement outcomes of United Nations conferences, summits and reviews	23
▶ Reservations and declarations	24
▶ Optional protocol	24
C. Format of report	25
D. Review of reports by the Committee	25
▶ Lists of issues and questions with respect to periodic reports	25
▶ The States Party’s delegation	25
E. Post-report review guidelines	26
References	27

INTRODUCTION

A number of international Conventions and Declarations designed to promote equal rights for men and women have been adopted by the United Nations General Assembly. Despite all these instruments, however, there is still evident and serious discrimination against women, hampering their participation in the social, political, economic and cultural life of their countries in flagrant violation of the principles of equal rights and respect for human dignity.

Rural women in developing countries comprise the poorest and least favoured group. Mindful of this major concern, members of the United Nations General Assembly therefore decided to adopt the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) in Resolution 34/180 of 18 December 1979, which came into force on 3 September 1981. The Convention, founded on the Universal Declaration of Human Rights of 10 December 1948 and the United Nations Charter of 26 June 1945 defines the equal rights of women and addresses the removal of any direct or indirect discrimination against women.

States that have ratified the CEDAW, called States Parties, number 180 as of 18 March, 2005. They are under the obligation to combat discrimination in order to ensure that the Convention is correctly implemented, and are thus committed to taking the appropriate measures to defend and promote civil, cultural, economic, political and social rights of women through the adoption of laws and policies such as those guaranteeing the right to work, equitable access to employment, the right to land and property, the right to freedom of expression and association, the right to organise self-help groups and cooperatives, the right to education and training, the right to non-discrimination, and so forth.

States Parties have also accepted to carry out periodic reviews and, if necessary, revise, abrogate or extend laws passed in the aforementioned context as scientific and technical knowledge evolves. In this context it should be noted that FAO provides assistance by recognising and documenting the situation of rural women, by providing policy advice and implementing programmes with member countries to facilitate women's participation in rural and agricultural development. The 1996 World Food Summit, followed by the World Food Summit: five years later and the Medium-Term Plan: Strategic Framework for FAO 2000-2015, have tirelessly pursued the primary objective of support for rural women.

RATIONALE

The present Guide on Article 14 of the CEDAW is primarily intended for Ministries of Agriculture and other Ministries (such as Ministries of Land and Natural Resources). Article 14 of the Convention does indeed deal mainly with rural issues, and thus comprises a formidable tool for these ministries. It may also be useful for other professional groups working in governments, NGOs and civil or private sector institutions. It may equally be of use to policy-makers, and at the university level. The Guide also serves to highlight the role of FAO, and especially its Gender and Population Division (SDW).

The Guide is divided into two major sections. Part One covers CEDAW and the background to this Convention. It also includes advice on how to find information, how to organise the collection of information and key questions concerning rural women.

Part Two looks at the role of FAO with respect to CEDAW. The issues addressed concern the Technical Cooperation Programme, the contribution of FAO towards the implementation of the Convention with respect to land, the FAO Action Plan for Rural Women and the Action Plan of the World Food Summit.

The purpose of the Guide is to facilitate the preparation of the reports each States Party is required to submit to the Committee and to streamline the report-writing procedure. It is particularly designed to provide advice to technical ministries uncertain as to how to contribute to periodic reports under the Convention. The guide indicates how and where to find the necessary information, and how to go about efficiently preparing the reports using a multidisciplinary, participatory approach.

It is our hope that this paper will give Ministries of Agriculture and other users a better understanding of the Convention, especially Article 14, and that it will provide access to a wide range of technical and policy tools and documents.

Part 1

CEDAW

WHAT IS ARTICLE 14?

The Convention on the Elimination of All Forms of Discrimination against Women¹ (CEDAW) is a human rights instrument adopted by the UN General Assembly in Resolution 34/180 of 18 December 1979, which came into force on 3 September 1981. By June 1990, 103 countries had acceded to or ratified the Convention. By March 2005 the number totalled 180. The goal of the Convention is to eliminate all attitudes, practices, distinctions, exclusions or preferences on the basis of sex which put women in an unfavourable position with respect to men. The Convention comprises two major sections; the preamble explaining the set of profound reasons underlying the commitment of the States Parties in signing this Convention, and the section detailing the various women's rights it protects. In ratifying this Convention, the States Parties not only agree to apply the Convention nationwide, but they also agree to submit reports on measures taken to attain this objective, especially to remove obstacles and constraints encountered. Despite the near-universal acknowledgement of gender equality, women's rights as human beings are daily and continuously violated, despite women's fundamental contribution to the economic, social and cultural development of their families and their countries.

Mindful, then, of the fact that any distinction, exclusion or preference on the basis of sex against women can contribute neither to the social, cultural nor to the economic progress of humanity, the States Parties took on the commitment embodied in the Convention. The effective implementation of this Convention could bring to a definitive close all exclusions or distinctions on the basis of sex which create inequality between men and women.

Under Article 14, the States Parties address the specific problems faced by rural women. They act to ensure that women have, specifically, equal access to land as well as:

- the elaboration and implementation of development planning;
- health care facilities and information;
- education and training and especially functional literacy;
- economic advantages especially when there is agrarian reform;
- modern marketing facilities and technology;
- adequate and healthy living conditions.

¹ See Annex 1

FORMS OF DISCRIMINATION AGAINST WOMEN

The Convention defines discrimination against women as “any distinction, exclusion or restriction made on the basis of sex which has the effect or purpose of impairing or nullifying the recognition, enjoyment or exercise by women, irrespective of their marital status, on a basis of equality of men and women, of human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field”.

The fact that a great many countries have included the principle of equality and non-discrimination in their Constitutions and modified their civil and family law to comply with the Convention does not mean that all forms of discrimination have been therefore automatically abolished.

Discrimination against women is found mainly in the following major instances:

- agrarian reforms and laws favouring access to land for men;
- in specific countries where dual modern and customary legal systems exist side by side;
- preference given to men in social, economic and cultural instances;
- marital custody goes to men;
- access to educational opportunities;
- limited or no right to a voice;
- failure to grant responsibilities for women hallowed by time and custom;
- limited access to information through simple ignorance of opportunities on hand;
- ignorance of administrative procedures and rights.

HOW AND WHERE TO FIND INFORMATION

Information on rural women needs to be gender-disaggregated in order to understand their present situation and to suggest eventual improvements under the basic provisions of the Convention. Members of the report-writing committee from Ministries of Agriculture should, together with their colleagues in the statistics services, draw upon agricultural censuses to prepare questionnaires in such a way as to produce gender-disaggregated data giving both absolute figures and percentages. FAO readily provides technical assistance to States Parties to collect this information. As this is a long, costly process, all information available to States Parties from national and international sources should be used.

National sources include:

- women-centred research centres or institutes
- a variety of reports or documents concerning:
 - ▶ annual reports by various bodies to the UN General Assembly, UNDP, UNICEF and the World Bank
www.un.org
www.fao.org
- economic censuses
 - ▶ national agricultural censuses
www.fao.org/es/ess/census/wcares/default.asp
www.census.gov
 - ▶ agricultural statistics
 - ▶ legislation (family law, land law)
www.idli.org
 - ▶ legislation on land ownership
www.fao.org/sd/Ltdirect/landrf.htm
 - ▶ reports by NGOs and Farmers' and Rural Women 's Associations
www.unifem.org
www.undp.org
 - ▶ country reports on human rights
www.ohchr.org/english
 - ▶ government and ministerial sectoral action plans and strategies
 - ▶ health care and education indicators
www.fao.org/gender
- all country reports, even those coming under international instruments, including reports to regional agencies, ITO, etc
 - ▶ reports presented by other countries
www.uneca.org/index.htm
 - ▶ Key reports by national and international NGOs on the situation of women's rights within a given country, including documentation on regional systems to promote and protect the rights of women or human rights in general
www.unchs.org/pubs/femme/chap2.htm
www.fao.org/sd/2003/pe07033a_en.htm
www.fao.org/sd/dimitra

USEFUL REFERENCES

- The United Nations Yearbook
- Financial statistics from the International Monetary Fund
- World Bank Development Report
devdata.worldbank.org/genderstats/home.asp
www.worldbank.org/data/
- The State of the World's Children published by UNICEF
www.unicef.asso.fr/
- African Development Bank (ADB)
www.adb.org
- OIDD/IDLO (International Development Law Organisation)
- Statistics and indicators on the situation of women
www.uis.unesco.org
www.ilo.org
www.un.org/esa/population/unpop.htm
www.un.org/esa/unsd/
- Agricultural survey reports from various countries
www.fao.org/sd/2001/IN0501_en.htm
www.fao.org/sd/2002/IN0302_en.htm
- International inter-library loan systems
www.fao.org/library
- Convention on the Elimination of All Forms of Discrimination against Women (CEDAW)
www.un.org/womenwatch/daw/cedaw/
www.unhchr.ch/tbs/doc.nsf/Documentsfrsetfr?OpenFrameSet
- UN Manual on writing human rights reports ; United Nations, New York, 1992
- Reports of the CEDAW Committee
www.un.org/womenwatch/daw/cedaw/

VARIOUS WEBSITES

www.fao.org/sd/
www.fao.org/reliefoperations/
www.ifad.org
www.unece.org/stats/gender/web
www.unfpa.org
www.unicef.org/ash
www.unaids.org/en/default.asp
www.afdb.org
www.fao.org/sd/epdirect/
www.fao.org/sd/wpdirect/
www.fao.org/sd/rodirect/

VARIOUS DOCUMENTATION CENTRES

- United Nations Documentation Centre
- Ministries
- Government sources (tribunals, police and penitentiary services, census departments)
- University libraries
- National and international press agencies
- UN Agency libraries
- FAO David Lubin Memorial Library
- The ILO Information Resources
- IMO Library Catalogue
- Joint Bank-Fund Library Visitor Policy
- UNEP Library
- UNESCO documents, publications and Library collection
- UN Geneva Library
- UNHCR
- United Nations University
- Vienna International Centre (VIC) Library Information Online (IAEA)
- WHO Library

HOW TO ORGANISE THE COLLECTION OF INFORMATION ON RURAL WOMEN

Report quality depends on the information reported. This is why it is crucially important to carefully select the information and documentation to collect and analyse. Data collection and analysis is a lengthy operation requiring a battery of human and material resources. In the process of compiling the report the following should be undertaken:

- request and pool information from many sources;
- prepare a questionnaire adapted to the States Party based on CEDAW Committee guidelines;
- carefully frame questions in order to obtain exact answers;
- select recipients and target those with information on rural women;
- specify how to answer the questions in accordance with the Guide on report-writing (see Annex);
- plan and organise regional or sub-regional workshops with all stakeholders in the States Party, i.e.: national and international NGOs working to promote and protect the rights of women in general and rural women in particular; village development Committees, rural women's and farmers' Associations, traditional village chiefs, representatives of technical ministries (advancement of women, human rights, justice, education, health, public administration, economy and finances) and national institutions working with rural women;
- during these workshops analyse the provisions of Article 14 of the Convention with reference to the content of the national legislation of the States Party;
- deliver the information collected in the national workshops and surveys.

It is advisable to tap all resources, especially:

- reports already presented by the government since report-writing is not always the responsibility of the same service and information may already exist;
- reports prepared by international organisations. Inter-governmental organisations, the UN and its specialised agencies such as FAO regularly produce a wide range of information;
- the reports of organisations/associations of farmers, rural women, media and certain specialised milieus, which may well possess information overlooked by ministries or other official sources.

KEY QUESTIONS CONCERNING RURAL WOMEN

The States Parties can use these reports as a convincing tool for effecting legislative and policy changes concerning equality for rural women. Key questions need to be

highly specific in order to obtain gender-disaggregated statistics. These questions should cover the following aspects:

- the conditions of rural women in rural areas and the proportion of rural women with respect to the total population of the country (population structure, active population, rural/urban populations);
- rural/urban population statistics;
- gender-sensitive rural population trends;
- changes in the condition of rural women as a result of the implementation of the Convention;
- general legislative and administrative measures intended to implement the provisions of Article 14 of the Convention;
- the proportion of the rural population that is illiterate;
- literacy needs for women and men;
- gender distribution of heads-of-household;
- percentage of rural women working in agriculture and their activities;
- access of rural women to agricultural extension programmes;
- workloads and working hours of rural women (farm work, domestic chores, care and education of children);
- participation of rural women in community life;
- rural women and social security;
- access of rural women to education;
- access of rural women to employment in rural areas;
- access of rural women to medical care;
- share of programmes for rural women in the national budget;
- family planning in rural areas;
- rural women's self-help groups;
- access to land ownership;
- conditions of rural women (housing, household aides, domestic appliances);
- literacy programmes (formal and informal education);
- training, self-help programmes and establishment of cooperatives, credit and autonomous loans for rural women;
- techniques to enhance the living and working conditions of rural women;
- structures and procedures put in place to enhance the participation of rural women in the economic, political, social and cultural life of their communities and countries.

Part 2

The role of FAO

FAO AND THE TECHNICAL COOPERATION PROGRAMME

FAO offers assistance to member countries for the formulation of national policy in such varied fields as development, agriculture, livestock production, fisheries, natural resource management, and food and nutrition policies.

FAO interventions include the following:

- the provision of fora for the establishment of international standards and agreements such as the Code of Conduct for Responsible Fisheries, the World Food Summit, the negotiations on plant genetic resources, and, with the help of CODEX, the establishment of food quality and safety standards;
- international databases useful for policy formulation;
- building awareness on specific policy issues and experiences through FAO publications, meetings, training activities and the like;
- advisory services for direct assistance at country level in policy formulation and capacity-building.

FAO also offers support in the following areas:

- translation of policy commitments and standards at national and international levels;
- identification and analysis of policy questions and the range of possible choices;
- assistance in policy formulation;
- promotion of dialogue in the area of national policy and capacity building for policy formulation.

Direct FAO policy assistance for member countries includes:

- advisory activities;
- dialogue with Governments through its Permanent Representatives;
- preparation of training and awareness building material on policy issues;
- training and extension activities;
- regional meetings on policy questions;
- capacity building.

FAO'S CONTRIBUTION TO THE IMPLEMENTATION OF CEDAW ON LAND TENURE

FAO's experience has shown that land is a basic source of wealth, social status, power and well being. Land is also a major source of employment in rural areas, especially for women. Land is also of great cultural, religious and legal significance due to the correlation in many societies between personal decision-making powers and land wealth. Integration and its opposite, social exclusion, are thus closely bound up with personal status where land rights are concerned.

Land rights for rural women tend to be governed largely by the following three major items:

- the right to use land
- the right to control land
- the right to transfer land.

In FAO's view, the major elements for the implementation of CEDAW are:

- gender-differentiated status vis-à-vis, land use, access and ownership;
- the importance of legal frameworks in promoting equal access to land;
- the need for laws guaranteeing independent access to land for women;
- legally-backed land use rights;
- land access rights accompanied by equitable access to transport, credits and marketing.

FAO also advises on the following:

- efforts to understand and acknowledge the complex interaction of land tenure systems;
- building an efficient institutional framework to protect and reinforce equitable access to land resources;
- a gender-differentiated approach to land reform and administrative activities;
- a review of systems of property rights allocation and guarantees.

Any correct implementation of CEDAW needs to be constantly aware of the major constraints to development and gender inequality outlined below:

Some rural factors that may contribute to poverty among rural women and their families

- ▶ Insufficient access and control by women to production-linked resources and services.
- ▶ Widespread unemployment and under-employment among rural women.
- ▶ Persistence of gender inequalities in employment and remuneration.
- ▶ Exclusion of women and poor people from decision-making and planning.
- ▶ Gender bias in legal frameworks to the detriment of women.
- ▶ Cultural biases that resist the recognition of women's human rights.
- ▶ Due to increasing globalization, changing socio-economic patterns: population growth, new kinds of employment that may exclude women, expansion of the monetary economy and the adverse impact of HIV/AIDS on livelihoods.
- ▶ Urban and peri-urban migration.
- ▶ Incorporation and/or replacement of tribal and religious institutions by local/national leadership/governing structures.
- ▶ Existing patterns of inheritance that discriminate against women.
- ▶ Migration and off-farm employment.
- ▶ Changes in the family structure due to death, injury, divorce, and the like.

Problems in obtaining adequate urban housing

- ▶ The poor, for lack of time and money, are unable to obtain official title for land and property transactions.
- ▶ Consulting authorities and official records is time-consuming and demands a certain level of education.
- ▶ Changing land use regulations is a constraint to income generating activities.

Source: FAO 1997. "Gender: the Key to Sustainability and Food Security" FAO Sustainable Development Division, Rome, Italy
www.fao.org/WAICENT/FAOINFO/SUSDEV/Wpdirect/Wpdoe002.htm

FAO'S BACKGROUND IN LAND RIGHTS

FAO has taken note that countries which are politically and financially committed to ensuring gender equality in property rights are also those which have developed faster, and achieved greater food security and higher social and health standards. FAO also insists on the need to recognise and understand those social and cultural practices and values and changing socio-economic patterns that act to limit women's access to land. FAO therefore advises including the following components in order to achieve gender equality:

1. Legal frameworks explicitly stipulating gender equality in private property rights. These frameworks must include and highlight customary or traditional development systems for greater effectiveness.
2. Full participation of local stakeholders (essential to programme success and without which local people are reluctant to cooperate).
3. Locally applied programmes must consider the problems posed by barriers to the participation of specific groups such as women.
4. Gender-disaggregated data, which helps to determine the number of women beneficiaries of agrarian or legislative reform programmes.
5. Equal access to other forms of ownership such as cooperatives or marketing associations. Facilitating women's access to these groups on an equal footing with men means acknowledging women's proficiency in management and applying this to other economic activities.
6. The utilisation of gender-disaggregated data in agrarian reform programmes. Countries commissioning studies on social, juridical or economic programmes should ensure that these studies are gender sensitive.
7. A gender awareness-building programme designed to persuade men and women of the importance of ensuring gender equality.

FAO AND THE GENDER AND DEVELOPMENT PLAN OF ACTION (2002-2007)

FAO's Gender and Development Plan of Action (2002-2007) follows on the heels of earlier plans. It provides a frame of reference for the follow-up to the Beijing Declaration and to Article 14 of the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), and to the document entitled "Women 2000: Gender Equality, Development and Peace for the Twenty-first Century".

The Gender and Development Plan of Action reiterates the objectives set forth in the Rome Declaration of the World Food Summit and the Plan of Action of The World Food Summit adopted in 1996. It includes the Consultation on Rural Women organised by FAO in 1999 in Rome entitled: "Gender Equality and Food Security, the Role of Information".²

The Plan of Action addresses the imperative in the United Nations Millennium Declaration, "To promote gender equality and the empowerment of women as effective ways to combat poverty, hunger and disease and to stimulate development that is truly sustainable".

The objective of the Plan of Action is to eliminate all barriers to equal and active participation by men and women in agricultural activities and rural development, and to an equal share in the outputs of this participation. The Plan of Action rightly reminds us that the establishment of a partnership based on gender equality is an essential a priori element to the establishment of people-centred sustainable rural and agricultural development.

With the Plan of Action FAO is helping member countries achieve three objectives:

- access for all at all times to sufficient, safe and nutritionally adequate food;
- the achievement of sustainable rural development and agriculture that can contribute to the economic and social progress and well-being of all;
- the conservation, enhancement and sustainable use of natural resources useful for food and agriculture.

Please consult Annex 2 for the specific objectives of the Plan of Action and the many actions undertaken by FAO.

² Review:

FAO: 1989 –1995	First Plan of Action – Women in Agricultural Development
1996 – 2001	Second Plan of Action – Integration of Women in Development
2002 – 2007	Third Plan of Action --Gender and Development
UN: 1975	First World Conference on Women
1975 –1985	United Nations Decade for Women
1985	Second World Conference on Women – Nairobi – Forward-Looking Strategies for the Advancement of Women
1990	Third World Conference on Women – Copenhagen – Mid-Term Review
1995	Fourth World Conference on Women – Beijing –Beijing Platform for Action
2000	UN General Assembly - Extraordinary Session – Beijing + 5

FAO AND THE WORLD FOOD SUMMIT: *FIVE YEARS LATER*

The World Food Summit: five years later (2002) reaffirms the same commitment on food security taken by the Declaration of Rome at the World Food Summit (WFS) in November 1996, to eradicate hunger in all countries, with an immediate view to reducing the number of undernourished people to half their level no later than 2015.

This summit recognises the many facets of food security, especially its links with the “full and equal economic participation of women”.

Objective 1.3 is, among other commitments, the one devoted to gender equality and the empowerment of women. Governments pledge to:

- a. support and implement commitments made at the Fourth World Conference on Women, Beijing 1995, that a gender perspective is mainstreamed in all policies;
- b. promote women’s full and equal participation in the economy, and for this purpose introduce and enforce gender-sensitive legislation providing women with secure and equal access to and control over productive resources including credit, land and water;
- c. ensure that institutions provide equal access to women;
- d. provide equal gender opportunities for education and training in food production, processing and marketing;
- e. tailor extension and technical services to women producers and increase the number of women advisors and agents;
- f. improve the collection, dissemination and use of gender-disaggregated data in agriculture, fisheries, forestry and rural development;
- g. focus research efforts on the division of labour and on income access and control within the household;
- h. gather information on women’s traditional knowledge and skills in agriculture, fisheries, forestry and natural resources management.

These pledges are reaffirmed in a more general way in the WFS: five years later, but the message is the same:

“We (Heads of State and Government) reaffirm the need to assure gender equality and to support empowerment of women. We recognize and value the continuing and vital role of women in agriculture, nutrition and food security and the need to integrate a gender perspective in all aspects of food security; and we recognize the need to adopt measures to ensure that the work of rural women is recognized and valued in order to enhance their economic security, and their access to and control over resources and credit schemes, services and benefits”.

The commitments of the WFS and the WFS: five years later dovetail perfectly with the objectives of CEDAW and comprise a valuable contribution to the implementation and reinforcement of this Convention.

CONCLUSION

Some progress has been made despite the enormous problems of achieving gender parity. The adherence of 177 States Parties to the Convention is positive evidence of the political will to improve the situation of discrimination against women, and especially the least privileged among them: rural women.

Culture, custom and traditional law do sometimes act to impede this progress, but FAO, thanks to its great experience in this field, can work together with the protagonists of sustainable development, offering valuable assistance to confront, tackle and resolve problems as they arise.

Annexes

ANNEX 1

Article 14: rural women

1. States Parties shall take into account the particular problems faced by rural women and the significant roles which rural women play in the economic survival of their families, including their work in the non-monetized sectors of the economy, and shall take all appropriate measures to ensure the application of the provisions of the present Convention to women in rural areas.
2. States Parties shall take all appropriate measures to eliminate discrimination against women in rural areas in order to ensure, on a basis of equality of men and women, that they participate in and benefit from rural development and, in particular, shall ensure to such women the right to:
 - a. participate in the elaboration and implementation of development planning at all levels;
 - b. have access to adequate health care facilities, including information, counselling and services in family planning;
 - c. benefit directly from social security programmes;
 - d. obtain all types of training and education, formal and non-formal, including that relating to functional literacy, as well as, inter alia, the benefit of all community and extension services, in order to increase their technical proficiency;
 - e. organize self-help groups and co-operatives in order to obtain equal access to economic opportunities through employment or self employment;
 - f. participate in all community activities;
 - g. have access to agricultural credit and loans, marketing facilities, appropriate technology and equal treatment in land and agrarian reform as well as in land resettlement schemes;
 - h. enjoy adequate living conditions, particularly in relation to housing, sanitation, electricity and water supply, transport and communications.

Source: Convention on the Elimination of All Forms of Discrimination against Women, A.G. Res.34/180, 34 U.N. GAOR Supp. (N° 46) to 193, U.N. Doc. A/34/46, entry into force 3 September, 1981

ANNEX 2

Actions planned by FAO

The specific objectives of the Plan of Action are as follows:

- to promote gender equality in access to sufficient, safe and nutritionally adequate food;
- to promote gender equality in access to, control over and management of natural resources and agricultural support services;
- to promote gender equality in policy- and decision-making processes at all levels in the agriculture and rural sector;
- to promote gender equality in opportunities for on- and off-farm employment in rural areas.

There are four priority areas of intervention:

- food and nutrition
- natural resources
- agricultural support systems
- rural and agricultural development policy and planning.

Rural finance and marketing services:

- Target the production, processing and marketing of poultry, pigs and other smaller animals that are raised mainly by women, aiming specifically at enhancing women's income-generating opportunities.
- Develop gender-sensitive guidelines and training materials for improving the business management and marketing skills of women and men farmers.
- Collect gender-disaggregated data on the clientele of financial institutions in rural areas, and record the information in the AgriBank-Stat database.
- Produce and disseminate information materials to promote the equitable participation of women and men in new enterprises and equitable access to support services.

Rural Organizations:

- Develop a technology transfer mechanism involving professional agricultural women's associations and national agricultural research and extension systems, and use it to target small-scale female entrepreneurs.
- Promote women's broader participation as members, investors, decision-makers and users of the services of rural institutions.
- Develop gender-sensitive training materials on a broad range of topics for institutional capacity building – small group enterprise and cooperative business management and finance; local government development planning and finance, development service restructuring, decentralisation and staffing

and encourage women's participation in capacity building training activities.

Agricultural research and technology:

- Focus technology transfer on specialised, income-generating opportunities in horticulture and smallholder dairy farming, sectors that are commonly dominated by women.
- Take into account gender-specific opportunities and constraints in access to technology and techniques for improving aquaculture and inland fisheries production.
- Promote the design and implementation of sustainable wood energy systems and the sustainable use of non-wood forest products.
- Focus technology transfer initiatives on women and young farmers.

Agricultural education and extension:

- Direct extension systems to consider rural women's resources and available time and to target their needs specifically.
- Within the implementation framework of the Special Programme for Food Security, design training and extension programmes to ensure the equitable sharing of benefits and the participation of women and men farmers.
- Use information and communication technology to improve rural women's and girls' access to education and training on the sustainable use and management of natural resources.

ANNEX 3

Guidelines on initial and periodic reports prepared by the committee³

A. The initial report

The purpose of the initial report is to establish initial contact between the States Party and the Committee of Experts. It paves the way for the review of later reports.

In reviewing an initial report, the Committee first reviews the measures taken by the States Party in applying the international obligations entailed by the ratification of any instrument. It notes sectors that need to be improved and to which the States Party needs to devote special attention. This is why the report needs to be sufficiently detailed. The report should:

General

1. Establish the constitutional, legal and administrative framework for the implementation of the Convention.
2. Explain the legal and practical measures adopted to give effect to the provisions of the Convention.
3. Demonstrate the progress made in ensuring enjoyment of the provisions of the Convention by the people within the States Party and subject to its jurisdiction.
4. List any eventual factors and constraints to the implementation of the Convention.

Contents of the report

A States Party should deal specifically with every article in Parts I, II, III and IV of the Convention; legal norms should be described, and the factual situation and the practical availability, effect and implementation of remedies for violation of provisions of the Convention should be explained and exemplified.

The report should explain:

1. whether the Convention is directly applicable in domestic law on ratification, or has been incorporated into the national Constitution or domestic law so as to be directly applicable;
2. whether the provisions of the Convention are guaranteed in a Constitution or other laws and to what extent; or if not, whether its provisions can be invoked before and given effect to by courts, tribunals and administrative authorities;
3. how article 2 of the Convention is applied, setting out the principal legal measures which the States Party has taken to give effect to Convention rights; and the range of remedies available to persons whose rights may have been violated.

³ Source: United Nations International Human Rights Instruments (HRI/GEN/2/Rev.1/Add.2-5 May 2003)

The report should include information about any national or official institution or machinery which exercises responsibility in implementing the provisions of the Convention or in responding to complaints of violations of those provisions, and give examples of their activities in this respect.

The report should outline any restrictions or limitations, even of a temporary nature, imposed by law, practice or tradition, or in any other manner on the enjoyment of each provision of the Convention.

The report should describe the situation of non-governmental organisations and women's associations and their participation in the implementation of the Convention and the preparation of the report.

Annexes to the report

The report should contain sufficient quotations from or summaries of the relevant principal constitutional, legislative and other texts which guarantee and provide remedies in relation to Convention rights.

The reports should be accompanied by these texts, which will not be translated or copied, but will be made available to the Committee.

B. Guidelines for subsequent periodic reports

Periodic reports should focus on problem sectors found by the Committee during the review of the initial report. Review of the periodic reports should provide the Committee with the opportunity to evaluate any progress since the presentation of the preceding report. Periodic reports should not only update the information in earlier reports, they should also take up matters raised by members of the Committee to which the representatives of the States Party concerned have not fully replied. This is why it is important to assemble relevant documentation and useful information. In conclusion, all reports should take into account the observations and general recommendations of the Committee on the provisions of the Convention. Subsequent periodic reports of States Parties should focus on the period between the consideration of their previous report and the presentation of the current reports.

There should be two starting points for such reports:

1. The concluding comments (particularly "Concerns" and "Recommendations") on the previous report.
2. An examination by the States Party of the progress made towards and the current implementation of the Convention within its territory or jurisdiction and

the enjoyment of its provisions by those within its territory or jurisdiction. Periodic reports should be structured so as to follow the articles of the Convention. Periodic reports should also highlight any remaining obstacle to the participation of women on an equal basis with men in the political, social, economic and cultural life of the States Party.

The States Party should refer again to the guidance on initial reports and on annexes, insofar as these may also apply to periodic reports.

There may be circumstances where the following matters should be addressed:

- a. a fundamental change may have occurred in the States Party's political and legal approach affecting Convention implementation: in such a case a full article-by-article report may be required;
 - b. new legal or administrative measures may have been introduced which require the annexure of texts, and judicial or other decisions.
1. In preparing the second periodic report, States Parties should follow the general guidelines, including in these reports any questions not addressed in the initial report.
 2. Generally speaking, the second periodic report should focus on the period between the date of the review of the initial report and the date of its preparation.
 3. States Parties should take account of their initial report and the debates of the Committee concerning this report and include the following components in their second periodic report:
 - a. legal and other measures adopted subsequent to the preceding report with a view to implementation of the Convention;
 - b. actual progress towards promoting and ensuring the elimination of discrimination against women;

If the States Party has ratified or acceded to the Optional Protocol and the Committee has conducted an inquiry under article 8 of the Optional Protocol, a report should include details of any measures taken in response to an inquiry, and to ensure that the violations giving rise to the inquiry do not recur.

Measures to implement outcomes of United Nations conferences, summits and reviews

1. All major modifications concerning the condition of women and gender equality since the preceding report;

2. any continuing obstacle to the participation of women in the political, social, economic and cultural life of their country on an equal basis with men;
3. questions put to the Committee which could not be addressed during the review of the preceding report.

As these guidelines show, the second and subsequent reports should focus on events arising subsequent to the last meeting of the Committee with representatives of the States Party . The information requested may concern the same articles of the Convention as in the preceding reports but in greater and more exact detail, and may especially take up matters not examined in sufficient depth. The information should highlight changes occurring since the review of the preceding report, i.e. new laws adopted and progress made in the area of the elimination of discrimination against women, etc.

Based on these guidelines, a list of questions should be sent ahead of time to the States Party whose report is to be reviewed. The questions on this list cover either a given article or a group of articles. The States Party thus has the opportunity to prepare answers for the session during which its second or subsequent report is to be reviewed. Members of the Committee may however pose other questions to the representative of the States Party during the review of the report.

Reservations and declarations

Any reservation to or declaration as to any article of the Convention by the States Party should be explained and its continued maintenance justified. The precise effect of any reservation or declaration in terms of national law and policy should be explained.

States Parties that have entered general reservations which do not refer to a specific article, or which are directed at articles 2 and/or 3 should report on the effect and the interpretation of those reservations. States Parties should provide information on any reservations or declarations they may have lodged with regard to similar obligations in other human rights treaties.

Optional protocol

If the States Party has ratified or acceded to the Optional Protocol and the Committee has issued Views entailing provision of a remedy or expressing any other concern, relating to a communication received under that Protocol, a report should include information about the steps taken to provide a remedy, or meet such a concern, and to ensure that any circumstance giving rise to the communication does not recur.

In the light of paragraph 323 of the Beijing Platform for Action, adopted at the Fourth

World Conference on Women, in September 1995, initial and subsequent reports of States Parties should contain information on the implementation of the actions to be taken in regard to the 12 critical areas of concern identified in the Platform. Reports should also contain information on the implementation of the Further actions and initiatives to implement the Beijing Declaration and Platform for Action agreed by the twenty-third special session of the General Assembly, "Women 2000: gender equality, development and peace for the twenty-first session" in June 2000.

Taking into account the gender dimensions of declarations, platforms and programmes of action adopted by relevant United Nations conferences, summits and special sessions of the General Assembly (such as the World Conference against Racism, Racial Discrimination, Xenophobia and Related Intolerance and the Second World Assembly on Ageing), reports should include information on the implementation of specific aspects of these documents which relate to specific articles of the Convention in the light of the subjects with which they deal (for example, migrant women or older women).

C. Format of the report

1. Reports should be submitted in one of the six official languages of the United Nations (Arabic, Chinese, English, French, Spanish or Russian). They should be submitted in hard and electronic form.
2. Reports should be as concise as possible. Initial reports should be no more than 100 pages; periodic reports should be no more than 70 pages.
3. Paragraphs should be sequentially numbered.
4. The document should be on A4-sized paper; and presented in single-spaced format.
5. The document should be printed on one side of each sheet of paper so as to permit their reproduction in offset.

D. The Committee's consideration of reports

The Committee intends its consideration of a report to take the form of a constructive discussion with the delegation, the aim of which is to improve the situation pertaining to Convention rights in the State.

List of issues and questions with respect to periodic reports

On the basis of all information at its disposal, the Committee will supply in advance a list of issues or questions which will form the basic agenda for consideration of periodic reports. Written answers to the list of issues or questions will be required from the States Party several months in advance of the session at which the report will be considered. The delegation should come prepared to address the list of issues

and to respond to further questions from members, with such updated information as may be necessary; and to do so within the time allocated for consideration of the report.

The States Party 's delegation

The States Party 's delegation should include persons who, through their knowledge of and competence to explain the human rights situation in that State, are able to respond to the Committee's written and oral questions and comments concerning the whole range of the Convention's provisions.

E. Post-review guidelines

Shortly after the consideration of the report, the Committee will publish its concluding comments on the report and the constructive dialogue with the delegation. These concluding comments will be included in the Committee's annual report to the General Assembly.

The States Party must take all appropriate measures at the country level to strengthen implementation of the Convention. In accordance with the nature of the issues arising in the course of the constructive dialogue, the Committee expects the States Party to take the necessary legislative or policy measures, and to disseminate the conclusions of the report, in all appropriate languages, with a view to public information and discussion.

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