



# Protection Mainstreaming Organizational Self-Assessment

Date of Assessment:	
Organization:	
Name (Optional):	
Gender:	
Job Title:	
Time Working with Agency (Years & Months):	

## Guidance for this Tool:

This tool assesses some of the promising practices to facilitate and promote protection mainstreaming. Each promising practice is structured in the following manner:

- **Description:** How does this practice promote protection mainstreaming?
- **Responsibility:** Who in your organization is responsible for implementing this promising practice? (as part of this toolkit) should be used to guide responses to these questions. Ideally, the

This assessment should be carried out at least once a year for each organization. For each point, tick the relevant box (Yes, No, Partially) and provide additional information if the box ticked is “partially” or if you would like to explain your answer.



# Protection Mainstreaming Organizational Self-Assessment

## 1. Protection Mainstreaming is a Priority in National Organization Strategies or Policies

**Description:** For Protection Mainstreaming to succeed there needs to be buy-in at all levels. The commitment of senior staff impacts heavily on the implementation of any of these procedures. The first step towards mainstreaming protection is making an official commitment towards its implementation. By making it an objective with deliverables, it creates an internal obligation to meet that objective. Deliverables could include promising practices 2-9.

**Responsibilities: National/Organizational Level:** *National Organization Directors/ CEOs should be responsible for ensuring protection mainstreaming principles are integrated;*

Yes	No	Partially	Additional Information:

# Protection Mainstreaming Organizational Self-Assessment

## 2. Staff Protection Mainstreaming Responsibilities are Clearly Assigned:

**Description:** Although Protection is the responsibility of all humanitarian actors, experience has shown that it is easy for protection mainstreaming activities to be neglected. Assigning specific Protection Mainstreaming responsibilities to particular staff (Protection Mainstreaming Champions) can benefit an organization. Some roles that can be assigned include:

- Providing technical support across programs for the integration of Protection Mainstreaming Key Elements.
- Completing Protection Mainstreaming training
- Development, implementation, and monitoring of a Protection Mainstreaming Monitoring & Evaluation Systems (e.g. the ProMMS)
- Coordinating inter-agency initiatives
  - o Development/Coordination of Referral mechanisms, Information Sharing Protocols, Standard Operating Procedures.

- o Development and coordination of complaints mechanisms
- o Development, implementation, and monitoring of joint Protection assessments
- Briefing new staff during induction/orientation
- Providing a practical support to program for the integration of protection principles.
  - o Follow-up and implementation of corrective measures identified above.

Responsibilities can be assigned to stand-alone "Protection Mainstreaming" staff, or can be integrated into a person's job description with a minimum % of time spent in that capacity.

**Responsibilities: National/Organizational Level:** *National Organization Directors/ CEOs and or sector-leads/coordinators should take the lead, as often staff made responsible for Protection Mainstreaming will need a mandate to support them working across sectors.*

Yes	No	Partially	Additional Information:

# Protection Mainstreaming Organizational Self-Assessment

## 3. The national organization has a policy or guidance for budgeting and considering the costs involved of some Protection Mainstreaming activities

**Description:** Most Protection Mainstreaming activities (e.g. consultation and participation of beneficiaries) do not require extra financial resources, but demand planning and time. However, some activities – especially corrective measures – will require funds. For example:

- Adaptation of infrastructure
- Purchasing of items (e.g. to set up child friendly spaces)
- Development of adapted IEC materials
- Protection Mainstreaming Trainings

**Responsibilities: National/Organizational Level:** Program Coordinators should take the lead when preparing their budgets to ensure that sufficient funding is set aside to complete protection mainstreaming remedial actions where gaps are identified.

Yes	No	Partially	Additional Information:

# Protection Mainstreaming Organizational Self-Assessment

## 4. Potential Partners are mapped

**Description:** The mapping of potential partners can be a very useful exercise.

This recommendation is guided towards identifying partners that have competencies in programming areas that your organization does not have. For example, an organization which specializes in the provision of healthcare might seek the support of national and international partners for support on disability inclusion. Some possible areas of partnership:

- Training of National Organization staff on inclusion.
- Mobilization of specific populations
- Building of referral networks (e.g. through clusters)
- Training of National Organization staff on the equal treatment of marginalized groups such as LGBTI individuals, and the specific protection challenges encountered.

**Responsibilities: National/Organizational Level:** *National Organization Directors/CEOs*

Yes	No	Partially	Additional Information:



# Protection Mainstreaming Organizational Self-Assessment

## 5. Protection Mainstreaming Trainings are regularly conducted

**Description:** This is especially important for new staff and staff from sectors without a protection-specific focus. Although the concepts are generally not complicated, it is a good opportunity to explore how concepts are applied in your specific organization, introduce available tools, and clarify roles and responsibilities.

Protection Mainstreaming Trainings could be grouped and coordinated to be the forum during which monitoring tools are developed (see section 6 on “Monitoring”). A key resource in these workshops should be the Protection Mainstreaming sector-specific guidance notes.

All new staff should receive the guidance notes for their sector (i.e. if available) as well as a briefing on Protection Mainstreaming. This should be followed by a one minimum one day workshop once per year.

**Responsibilities: National/Organizational Level:** *Dedicated Staff (Either Protection Mainstreaming Champions or Sector Coordinators) (see section 2).*

Yes	No	Partially	Additional Information:



# Protection Mainstreaming Organizational Self-Assessment

## 5. Your Organization has a policy or guidance on monitoring Protection Mainstreaming

**Description:** Does your Organization have a policy in place to monitor the meaningful access, safety, and dignity of Beneficiaries to services delivered by your organization. One example is the use of the ProMMS.

**Responsibilities: National/Organizational Level:** *National Organization Directors/CEOs primarily (but also other various key staff including Program Managers/Coordinators, and Grants Managers/Coordinators)*

Yes	No	Partially	Additional Information:



# Protection Mainstreaming Organizational Self-Assessment

## 6. Your Organization has a policy or guidance on monitoring Protection Mainstreaming

**Description:** Does your Organization have a policy in place to monitor the meaningful access, safety, and dignity of Beneficiaries to services delivered by your organization. One example is the use of the ProMMS.

**Responsibilities: National/Organizational Level:** *National Organization Directors/CEOs primarily (but also other various key staff including Program Managers/Coordinators, and Grants Managers/Coordinators)*

Yes	No	Partially	Additional Information:





# Protection Mainstreaming Organizational Self-Assessment

## 7. The staffing structure of your organization is mindful of demographics in the intervention area

**Description:** Staffing structures can affect the way your organization is perceived by the beneficiary population. For example, a gender balance is something the each agency should seek to achieve in any operation. In certain contexts (e.g. where inter-ethnic violence exists), your organization should seek to be representative. If it is not possible, your organization should clearly outline how it will address this lack of representation to ensure the meaningful access, safety, dignity, and participation of all.

**Responsibilities: National/Organizational Level:** *National Organization Directors/CEOs*

Yes	No	Partially	Additional Information:



# Protection Mainstreaming Organizational Self-Assessment

## 8. Protection Mainstreaming is integrated into national organization coordination mechanisms

**Description:** Do organizational coordination mechanisms allow for the review promising practices 1-7. If not, making mandatory a reoccurring agenda item in regular coordination meetings to discuss protection mainstreaming can be very effective.

**Responsibilities:** **National/Organizational Level:** *National Organization Directors/CEOs and Sector Coordinators/Project Leads.*

Yes	No	Partially	Additional Information: