



# INTER-PARLIAMENTARY UNION

CHEMIN DU POMMIER 5  
1218 LE GRAND-SACONNEX / GENEVA (SWITZERLAND)

TELEPHONE (41.22) 919 41 50 - FAX (41.22) 919 41 60 - E-MAIL  
postbox@mail.ipu.org

## QUESTIONNAIRE ON PARLIAMENTARY BODIES DEALING WITH THE STATUS OF WOMEN AND GENDER EQUALITY

### The Programme for Partnership between Men and Women

Responding to numerous requests from parliaments, governments, NGOs, researchers, journalists and human rights activists from all over the world, the IPU has established an on online directory of parliamentary bodies dealing with the status of women and gender equality.

The purpose of the enclosed questionnaire is to collect information about:

- A. The existence of parliamentary committees dealing with the status of women and gender equality, and
- B. The existence of women's parliamentary caucuses established to address gender equality among parliamentarians.

Electronic copies of the questionnaire can be downloaded from the website at <http://www.ipu.org/parline-e/Instanceadvanced.asp#questionnaire> in MS Word and PDF formats.

Please note the following points when completing the questionnaire:

- **Section A: Separate** sets of answers should be provided for **each parliamentary committee** (commission/committee, sub-commission/sub-committee) that deals with the status of women and gender equality in your parliament. Respondents are therefore requested to fill in as many questionnaires as there are committees in parliament dealing with the status of women and gender equality or a particular aspect thereof;
- **Section B:** Respondents are requested to also complete this section on the existence of women's **parliamentary caucuses**. Please note that a "women's caucus" is a collective group of female parliamentarians who meet regularly, either on an inter-party basis (all political groups in parliaments) or an intra-party basis (from one political grouping in parliament). The caucus can be informal or formally established by the parliament.
- For terminological consistency and to ensure responses are complete, please closely read the **annotations** provided *in italics* with some of the questions;
- Where there are multiple-choice questions, please be sure to check only **one box** for each question.

The completed questionnaire should be returned to the IPU by e-mail, or by post or fax, to:

*For queries please contact: Julie Ballington or Valeria Sistik*  
*Please send replies to: IPU Secretariat*

FAX: (+41 22) 919 41 60; TEL (+41 22) 919 41 50  
E-MAIL: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)

Thank you for your cooperation!



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## SECTION A. QUESTIONNAIRE ON PARLIAMENTARY COMMITTEES DEALING WITH THE STATUS OF WOMEN AND GENDER EQUALITY

Country: _____
Name and title of person responding: _____
Contact details: _____
Date: _____

### Does your parliament have a parliamentary committee dealing with the status of women and gender equality?

- YES.** Please respond to questions 1 to 14 of the questionnaire.  
*Please also respond to Section B of the questionnaire.*
- NO.** Please proceed to Section B.  
*Please return this page to the IPU Secretariat as confirmation that there is no specialized committee in your parliament.*

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1. **What is the name of the parliamentary committee dealing with the status of women and gender equality?**

2. **Which Chamber does the committee relate to?**

*Please specify from which Chamber the parliamentary committee draws its members.*

- Single Chamber or Lower Chamber     Upper Chamber     Both Chambers

**3. What type is the committee?**

*If the committee was established by a formal decision of Parliament, please specify whether it deals with the status of women and gender equality as its exclusive subject (check "Specialised"), covers the status of women and gender equality among other issues (check "Multifunctional") or as part of an ad-hoc arrangement (check "Ad-hoc"). Alternatively, if no formal decision has been taken by the Parliament concerning the structure and functioning of this particular committee, check "Informal".*

Specialised       Multifunctional       Ad-hoc       Informal

**4. What is the nature of the committee?**

Permanent       Temporary       Other (please specify)

**5. When and how was the committee created?**

*Please provide the date when the committee was first created and how it was created, such as appointment by the Parliament or established through legislation.*

**6. What is the mandate of the committee?**

*Please describe the committee's field of competence with regard to the status of women and gender equality and its specific mandate, such as supervision of compliance with relevant national and international standards, preparation of legislative proposals, examination of policies and budgets, advice to the government, examination of individual complaints, dissemination of information, discussion on the status of women of gender equality issues at home and abroad, etc.*

**7. What is the composition of the committee?**

(a) *Please provide information on the number of members of the committee, how they are selected (election or nomination), on what basis they are selected (such as political party affiliation), and for what term.*

(b) *Please specify the current number of men and women in the committee (number and percentage of total).*

**8. What are the working methods of the committee?**

*Please describe briefly how items are selected and placed on the agenda, how proceedings are organised, especially whether they are public or not and whether the committee has the power to organise on-site inquiries, hearings or to summon government officials, how decisions are taken and their implementation is ensured and followed-up. Please specify also whether the committee issues any public reports or other documents.*

**9. What is the relationship with other parliamentary bodies?**

*Please describe briefly the way in which the parliamentary committee interacts with other parliamentary bodies or with the committee of which it is a sub-committee, in particular as regards reporting and information-sharing.*

**10. What is the relationship with external bodies?**

*Please describe briefly the committee's relationship with the government; the Ombudsman; the National Human Rights, Gender or Women's Commissions (if such institutions exist), non-governmental organisations, etc. Please explain if the committee is part of a broader national gender machinery established to promote gender equality.*

**11. What are the current topical issues?**

*Please provide specific examples of issues that have been dealt with most frequently in the committee. Please provide the titles of any reports that have been issued recently.*

**12. How does the committee function?**

(a) *Please provide information on the resources made available to assist with the functioning of the committee, such as administrative support services, budget, etc.*

(b) *What, if any, are the challenges facing the committee in terms of fulfilling its mandate?*

**13. Presiding Officer(s) of the Committee**

*Please provide contact information for each Presiding Officer individually. Please specify if there are additional addresses, fax numbers etc. for any given person.*

Name .....

Address 1.....	Address 2 .....
.....	.....
Phone 1.....	Phone 2 .....
Fax 1.....	Fax 2 .....
E-mail 1 .....	E-mail 2 .....
Web site 1 .....	Web site 2 .....

Name .....

Address 1.....	Address 2 .....
.....	.....
Phone 1.....	Phone 2 .....
Fax 1.....	Fax 2 .....
E-mail 1 .....	E-mail 2 .....
Web site 1 .....	Web site 2 .....

**14. Other contact person(s)**

*Contact information about executive officers of the parliamentary committee, such as secretary or clerk. Please provide contact information for each person individually. Please specify if there are additional addresses, fax numbers etc. for any given person.*

Name .....  
Title .....  
Address 1..... Address 2 .....  
Phone 1..... Phone 2 .....  
Fax 1..... Fax 2 .....  
E-mail 1 ..... E-mail 2 .....  
Web site 1 ..... Web site 2 .....

Name .....  
Title .....  
Address 1..... Address 2 .....  
Phone 1..... Phone 2 .....  
Fax 1..... Fax 2 .....  
E-mail 1 ..... E-mail 2 .....  
Web site 1 ..... Web site 2 .....



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## SECTION B. QUESTIONNAIRE ON CAUCUS OF WOMEN PARLIAMENTARIANS

Country: \_\_\_\_\_

Name and title of person responding: \_\_\_\_\_

Contact details: \_\_\_\_\_

Date: \_\_\_\_\_

### Does your parliament have a caucus of women parliamentarians?

- YES**  
*Please respond to the questions that follow.*
- NO**  
*Please return this page to the IPU Secretariat as confirmation that there is no caucus in your parliament.*

### 1. What is the name of the caucus of women parliamentarians?

### 2. Which Chamber does the caucus relate to?

- Single Chamber or Lower Chamber       Upper Chamber       Both Chambers

### 3. What is the status of the caucus? Please check all that apply

- Informal group     Temporary
- Formal committee of parliament     Permanent

### 4. How often does the group meet?

- Once a week               Once a fortnight               Other, please explain
- Once a month               As needed

### 5. How is the membership of the caucus constituted? Please check all that apply

- Open to all female members of parliament groups       Open to members of all political groups
- Open to all male members of parliament       Other, please explain

**6. What are there rules governing the functioning of the caucus? How is the leadership of the caucus selected?**

**7. What are the current topical issues? What are the challenges related to the functioning of the caucus? Please provide specific examples of issues that have been dealt with in the caucus.**

**8. Does the caucus have a working relationship with other bodies in parliament? How does the caucus relate to political parties?**

*For queries please contact: Julie Ballington or Valeria Sistik*

*Please send replies to:*

*IPU Secretariat*

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