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PROGRAMME ACTIVITIES OF INSTRAW

1984-1985

United Nations International
Research and Training Institute
for the Advancement of Women
(INSTRAW)



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**PROGRAMME ACTIVITIES OF THE UNITED NATIONS
INTERNATIONAL RESEARCH AND TRAINING INSTITUTE
FOR THE ADVANCEMENT OF WOMEN (INSTRAW)
(1984-1985)**

INTRODUCTION

As indicated in its legislative mandate, the primary objective of the Institute's research, training and information programme is to ensure that sustained attention is given to the integration of women into development activities at all levels.

The Institute pursues this objective in its research activities by collecting, classifying and analysing, on a continuous basis, information on research programmes on women and making it available to professionals within and outside the United Nations system and to the general public. It also sponsors and/or undertakes research in the area of socio-economic development.

In the area of training, the Institute ensures the integration of women into development activities at all levels through a close alignment between its research and training activities. In this regard, its training activities are envisaged to be action-oriented, focusing on training of trainers and training *in situ* in developing countries in order to reach the local community and grass-root levels. They are implemented by applying the network concept, thus contributing to the strengthening of the mode of operation of the Institute. In so doing, and following the decision of its Board of Trustees at its 3rd session to decentralize programmes, the Institute relies on the experience and knowledge of international, regional and national institutions, particularly in developing countries, thereby emphasizing the Institute's catalytic role in promoting issues of relevance to women in the ongoing and planned training programmes within and outside the United Nations system.

Through its information, documentation and communication activities, the Institute seeks to enhance women's access to information. It endeavors to collect and disseminate information on the roles and status of women in society, as well as on institutions providing information on the means available for improving women's position, and on the steps taken at the national, regional and international levels to improve the condition of women.

In accordance with the Institute's Board of Trustees decision taken at its third session in 1983, the Institute's programme of activities for the present biennium 1984-1985, is a continuation and a follow-up on the previous programme of the 1982-1983 biennium. It also includes new programmes to be carried out jointly with other United Nations bodies and agencies. This is in addition to the Institute's contribution to the World Conference to Review and Appraise the Achievements of the United Nations Decade for Women.

The programme for 1982-1983 was related to practical and specific objectives, and therefore was geared to exploring the most productive ways and means of securing the incorporation of issues of relevance to women into development efforts at international, regional and national levels. Special attention was paid to those activities which would lead to increased technical co-operation for development benefitting women, and which would enhance the interdependence of social and economic issues. Extensive consultations were undertaken prior to the preparation of the 1984-1985 programme/budget with the regional commissions as well as other United Nations bodies and specialized agencies in order to explore the possibilities of joint work with INSTRAW. Consultations were also carried out with the Centre for Social Development and Humanitarian Affairs regarding the Institute's contribution to the World Conference to Review and Appraise the Achievements of the United Nations Decade for Women.

PROGRAMME OF ACTIVITIES

Taking into consideration the above mentioned points, the Institute's programme of activities for 1984-1985 as approved by its Board of Trustees during its fourth session in January 1984 in Santo Domingo are as follows.

Sub-Programme 1:

Indicators and related basic statistics on women

In response to the repeated call for improved statistics and statistical concepts covering the situation of women and the recommendations of the World Conference of the International Women's Year held in Mexico City in 1975, the Economic and Social Council and its functional commissions concerned with

statistics and the status of women, the Institute carried out one of its first research projects in the area of improving the availability and promoting the use at the national, regional and international levels of indicators and related basic statistics concerning women. The first phase of this project, undertaken jointly with the United Nations Statistical Office in the 1982-1983 biennium, consisted of the preparation of two technical reports on the subject which were reviewed by an expert group and revised accordingly for publication.

The second phase of the project will be undertaken during the biennium 1984-1985 and will focus on follow-up activities as recommended by the Expert Group Meeting and on training programmes according to regional needs in the field of statistics and indicators. These activities will be carried out in co-operation with the organizations of the United Nations system.

These activities are as follows:

- I. *Joint meeting with the Conference of European Statisticians on Statistics and Indicators on the Role and Situation of Women*
 - As a co-operative effort with the Economic Commission of Europe (ECE) and taking place in Geneva 1985, this meeting will focus on problems in the field of statistics existing in countries of the ECE region, but which are also relevant to many other countries in other regions. Examples of the topics related to the role and situation of women to be addressed in this meeting are the assessment of the adequacy of existing national and international classifications for the provision of required data on this role and situation, as well as the conceptual and methodological problems and issues concerning statistics and indicators.
- II. *Preparation of two publications jointly with ILO:*
 - *Women's participation in the economic activity of the world (1975-1985).*
 - *Women power II* (an updated version of *Women power* (the world's female labour force in 1975 and the outlook for 2000).
- III. *Project on statistical analysis of the women's situation in Latin American countries through household surveys*
 - This project will be carried out jointly with the

Economic Commission for Latin America (ECLA). The document produced will concentrate on urban areas, but will also include an analysis of household survey in the rural areas. The project contains a training component in the form of a workshop in the region for 12 Latin American participants.

IV. *Sub-regional training seminar for users of statistics on women and development in Africa*

- In co-operation with Economic Commission for Africa (ECA), this meeting will convene a number of trainees from African countries.

V. *Preparation of a technical report on illustrative topics and questions on the situation of women for use in household surveys*

- This report will be produced in co-operation with the United Nations Statistical Office and could help countries and research institutions in the collection of new and improved statistics on women.

VI. *Preparation of a technical report on techniques of measuring and valuing women's participation in non-monetary economic activities*

- As recommended by the Expert Group Meeting on Statistics and Indicators in 1983, this report will be produced jointly with the United Nations Statistical Office. It could be a valuable contribution to the work that is currently being carried out for the revision of the System of National Accounts.

Sub-Programme 2:

Incorporation of women into development planning and programming

Development planning is generally believed to be the most appropriate method to allocate scarce resources among the various groups and sectors of society. Hence, there is a need to incorporate issues of relevance to women into development planning and programming techniques in order to effectively integrate women into socio-economic development.

Bearing this idea in mind, the Board of Trustees at its second session approved the first phase of a project on development

planning as it relates to women to be carried out in the 1982-1983 biennium in the form of an interregional seminar on the *Incorporation of Women into Development Planning*.

This seminar convened high-level experts in development planning and programming and was organized by the Institute at its headquarters in Santo Domingo, Dominican Republic from 5-11 December 1983. The objective of the seminar was to exchange the experience of different countries in the area of planning, and to underline the problems encountered in order to increase the incorporation of issues relevant to women in the planning process by raising awareness and determining the most suitable institutional framework, planning mechanisms and techniques.

The following activities will be undertaken by the Institute in the 1984-1985 biennium as a continuation of the first phase in the area of development planning and programming.

I. *The publication and wide dissemination of the proceedings of the seminar and its recommendations.*

- As a first step, the report of the seminar as adopted by the expert group convened 5-11 December 1983, was sent to the participants as well as to national and international planning units, women's organizations interested in planning and academic institutions. Secondly, a public information booklet on the issue of the incorporation of women into development planning and incorporating the recommendations of the seminar will be widely distributed. Finally, the proceedings of the seminar which will include the report of the seminar and the 20 papers and studies submitted by the participants will be made available to all interested persons and institutions as a sales publication.

II. *The development of training materials on the issue of the incorporation of women into development planning.*

- In close consultation with organizations having experience on the subject and following the recommendations of the seminar relating to the required training for the incorporation of women into development planning, the Institute will develop

training materials on the topic, and training courses will be carried out jointly with the regional economic commissions.

Sub-Programme 3:

The role of women in the International Drinking Water Supply and Sanitation Decade

The overall objective of providing the world's population with reasonable access to safe water and improved sanitation by the year 1990 was set out by the United Nations Water Conference held in Mar del Plata in 1977. Consequently, the General Assembly of the United Nations, by its resolution 35/18, launched the International Drinking Water Supply and Sanitation Decade (IDWSSD).

The World Conference of the United Nations Decade for Women held in Copenhagen in 1980 recognized the significance of water supply and sanitation to the role of women in a resolution entitled "International Drinking Water Supply and Sanitation Decade" which was subsequently endorsed by the General Assembly.

In view of the important role that women play in the provision of safe water supplies and sanitation to their families and communities, INSTRAW has a long-term commitment to the objectives of the IDWSSD following the decision of its Board of Trustees at its third session held in January 1983. INSTRAW had proposed to the Steering Committee for Co-operative Action of IDWSSD, at its ninth session held in April 1982, the formation of an Inter-Agency Task Force on Women and IDWSSD as an action-oriented body of the Steering Committee. This proposal was accepted and it was agreed that INSTRAW and UNICEF would jointly assume the responsibility for the secretariat of the Task Force. INSTRAW, together with UNICEF, is actively engaged in the organizational and substantive preparation required for the various sessions of the Task Force, including the preparation of relevant documents. Further, in November 1982, the Steering Committee accepted INSTRAW as a member of the Committee.

The Institute will also be undertaking the following activities in the 1984-1985 biennium.

I. *Organization of a one-week interregional seminar on women and the International Drinking Water Supply and Sanitation Decade*

- This seminar will be convened in Cairo in March 1984 in collaboration with the government of Egypt. Twenty to twenty-five experts will participate in an effort to solicit views and exchange ideas and experiences from the national and regional perspective regarding the problems involved in improving water supply and sanitation, particularly as they relate to women. The agenda of this meeting underlines in particular the health and sanitation, scientific and technological, and socio-economic aspects of the problem.

II. *Publication and dissemination of the report and proceedings of the seminar on Women and IDWSSD.*

- As an initial step, the report of the seminar will be distributed to the participants as well as to the interested national institutes, women's organizations and academic institutions. Secondly, the proceedings of the seminar which will include the report of the meeting and the papers by participants will be made available in a sales publication.

III. *Development of training guidelines and manuals.*

- Based on the outcome of this seminar, training guidelines and manuals will be developed to assist governmental and non-governmental organizations, institutes and agencies at the national and regional levels in their efforts to tackle this multi-dimensional problem.

IV. *Participation in the UNDP project entitled "Promotion and support for women's participation in the International Drinking Water Supply and Sanitation Decade".*

- INSTRAW together with other United Nations specialized agencies and organizations are participating in this project. Its activities are currently being developed and will be financed, for the most part, by the Government of Norway.

V. *Substantive servicing of the Steering Committee for Co-operative Action and the Inter-Agency Task Force on*

Women and the International Drinking Water Supply and Sanitation Decade.

- In accordance with its roles as a member of the Steering Committee and secretariat of the Task Force, the Institute will participate in the meetings of the Steering Committee as well as the meetings of the Task Force on IDWSSD. Documents and reports that are necessary for these meetings will be prepared.

Moreover the Institute will continue to participate in international and regional meetings and conferences related to the International Drinking Water Supply and Sanitation Decade, and will also produce public information articles, pamphlets, brochures, etc. This public information on the role of women in water supply and sanitation would seek to promote awareness of the need to incorporate issues of relevance to women in programmes designed to improve water supply and sanitation.

Sub-Programme 4:

Role of women in international economic relations

The focus of the Institute's activities is on social and economic development with the aim of integrating women into the mainstream of development. Therefore, one of the Institute's activities is to monitor closely the current debate on development and international economic co-operation, and participate in the ongoing search to find meaningful ways in which to address development problems. This is in order to fulfill the objectives of the International Development Strategy for the Third United Nations Development Decade which states in its preamble that the development process must promote human dignity.

In order to fulfill the above objective, the Board of Trustees of both the United Nations Institute for Training and Research (UNITAR) and INSTRAW considered respectively in September 1981 and January 1982 a proposal for a joint UNITAR/INSTRAW project to establish an independent international committee on the role of women in the new international economic order and the International Development Strategy. Activities undertaken by INSTRAW in developing this proposal showed that this project could represent a major contribution to the position of women

and the current debate on development issues which highlights the well-being of people as the aim of development, the population component of development, thus focusing on the importance of human resources and popular participation in development, and the need to have equity along with growth in order to achieve development goals.

The above preparatory activities also indicated that further work was required in the following areas in the field of women and development: (a) review and analysis of the present model of development and different approaches and concepts so far used in development strategies, with a view to ensuring that women's needs and requirements are integrated in these development strategies; (b) The identification of the economic dimension of actual development theories and approaches especially where they merge into the social perception of the work and life of women; (c) The assessment of the benefits and losses to women that derive from the economic and social changes in present-day society; (d) The examination of the linkage between the micro and macro levels of development and the interrelationship between the international and national dimensions, taking into consideration the economic, social and cultural aspects as they relate to women; (e) The examination of the problems emerging from the world economy and influencing national economic and social policies which affect the role, status and well-being of women.

The Board of Trustees of the Institute examined the results of these activities at its third session, and decided that the Institute should first conduct a series of research studies on the role of women in international economic relations, concentrating particularly on the analysis of interlinkages between macro and micro economy and their impact on the role and status of women.

Collaboration has already been initiated with UNCTAD on the first in a series of research studies, which deals with the transfer and development of technology, including choice of technology, and their impact on the position and work of women.

Similar contacts, were made with internationally renowned academic institutions and independent research centres to take part in the preparation of this series of research studies. One result achieved so far is that joint work has already started

between INSTRAW and the North-South Institute in Canada to prepare one in the series of studies which is expected to be completed by early 1984. Equally, interest and support has been shown by the Centro de Estudios Económicos del Tercer Mundo (CEESTEM) in Mexico to participate actively in the project.

The Board of Trustees at its fourth session approved the proposal to complete the series of studies during the biennium 1984-1985.

These studies will be submitted to two high-level meetings. Each meeting will convene 12 to 15 participants to examine the recommendations of the studies. The outcome and recommendation of the expert group meetings will be widely disseminated.

Sub-Programme 5:

Women's role in the implementation of developing countries' individual and collective self-reliance

The High-level Meeting on Technical Co-operation among Developing Countries (TCDC) in 1980 emphasized the important role of women in social and economic development. In 1981, the High level Committee on the Review of TCDC invited Governments to enhance the full integration of women in the process of technical co-operation among developing countries and to co-operate closely with women's non-governmental and professional organizations and associations in defining and implementing programmes and projects for technical co-operation among developing countries.

INSTRAW's mandate indicates that the Institute's work programme should give special attention to women in developing countries while emphasizing the principle of individual and collective self-reliance of developing countries. In this respect, the Institute's Board of Trustees approved a proposal to start activities aimed at the incorporation of women into co-operative endeavours among developing countries at its second session in January 1982. Consequently, the Institute started a series of publications on women and technical co-operation among developing countries in close co-operation with the Special Unit for TCDC of the United Nations Development Programme (UNDP). The initial publication, entitled *Integration of Women in Development through Technical Co-operation among Developing Coun-*

tries (TCDC) prepared for the third meeting of the High-level Committee held in June 1983, provided an overview of the areas in which the integration of women through TCDC can be implemented. The findings so far indicate that most of the TCDC activities covering women are concentrated in the field of rural development and education. However, other areas should be more fully integrated into the process of TCDC. These include community development, employment, migration, health, industrialization, energy, science and technology, and use of modern communications for educational purposes. Planning techniques for the inclusion of women into TCDC programmes and projects, which would secure proper use of human resources, could be elaborated through TCDC activities. As the initial experiences have proven, this would contribute to establishing better linkages among national and regional plans and programmes.

The High-Level Committee at its third meeting took note of the publication and invited developing countries to strengthen, wherever possible, linkages between their national focal points, as well as other professional institutions; to give due consideration to women's participation and requirements when identifying operational issues which lend themselves to a TCDC approach; and to include specific reference to women in supportive activities for TCDC. The High-Level Committee then requested the Administrator of UNDP to support the incorporation of issues relevant to women in all activities aimed at strengthening technical co-operation among developing countries.

The Institute's Board of Trustees at its fourth session approved the following activities as a continuation of the Institute's work in this area:

- I. The Institute will be contributing a chapter of the "World Survey on the role of women in development" in close co-operation with the Branch for the Advancement of Women of the Centre for Social Development and Humanitarian Affairs.
- II. The Institute will co-operate in the preparation of a study with the International Centre for Public Enterprises in Ljubljana, Yugoslavia on the role of women in developing countries.
- III. Follow-up activities on the strengthening of the role of women in technical co-operation among developing

countries will be carried out jointly with the TCDC Special Unit of UNDP.

Sub-Programme 6: Role of women in industrial development

The Board of Trustees of the Institute at its second session in 1982 authorized the Institute to develop guidelines for the incorporation of issues related to women into programmes in the field of industrial and technological development in co-operation with the United Nations Industrial Development Organization (UNIDO). Consequently, during the 1982-1983 biennium, the Institute conducted a study jointly with UNIDO on approaches and methods for mobilizing women in small-scale and rural industry. Guidelines were developed and questionnaires were circulated to UNIDO field offices to secure the incorporation of issues relevant to women in UNIDO programmes.

As a follow-up to this initial collaborative effort between UNIDO and INSTRAW, the Board of Trustees of INSTRAW approved at its fourth session the following activities for the 1984-1985 biennium:

- I. *Preparatory work for the purpose of identifying training opportunities related to women and industrial development.*
 - Together with UNIDO, the Institute has sent an exploratory mission to the United Republic of Tanzania and the Economic Commission for Africa (ECA) in order to identify these training opportunities. The report of this mission will be used for the follow-up activities to be developed in co-operation between UNIDO and INSTRAW.
- II. *Joint UNIDO/INSTRAW workshop in Vienna to test the initial findings of the preparatory work.*
 - Ten participants from developing countries and ten from developed countries will examine the initial findings of preparatory work in this workshop. Recommendations may also emerge from this workshop relating to practical and concrete steps to assist governments in undertaking corrective measures to overcome obstacles to the full participation of

Finally, at its fourth session, the Board of Trustees of the Institute also approved the following activity for the further development of the Institute's training programme.

Preparation of printed and audio-visual training materials related to women and development.

- Both a paper and a film expressing the Institute's views on the women and development debate will be prepared. This material will be used in the induction and orientation courses and for increasing awareness of this topic within and outside the United Nations.

Sub-Programme 8: Fellowships

The fellowship programme is an important part of the overall training programme of the Institute. It aims at creating opportunities to enable women to increase and acquire new skills in order to meet the rapid changes taking place in today's society. The fields and areas where fellowships are offered are in accordance with the Institute's programme of work. The type of fellowships offered include fellowships of both short and long duration, study tours, travel grants and internships.

At its third session, the Institute's Board approved the launching of the fellowship programme. Consequently, its initial stage was implemented in accordance with the desire of the Board of Trustees that implementation of the programme be decentralized following the approved network mode of operation. The Institute therefore implemented this decision in collaboration with the regional commissions and academic institutions. The regional commissions are now conducting training in their regions on activities and programmes of particular interest to women. The launching of the Institute's fellowship programme was noted by the Economic and Social Council in its resolution 1983/29.

The fellowship programme will be continued during the biennium 1984-1985. To this end, the following activities were approved by the Board at its fourth session.

I. *Training of Trainers.*

- A number of fellowships will be granted to women in developing countries with the view of promoting

the network concept as the mode of operation of the Institute.

II. *Development of training material and university curriculae.*

- Fellowships will be granted to a number of women from developing countries in order to get acquainted with the INSTRAW programme and to contribute actively to preparation of research work, developing training material and university curricula on women and development.

Sub-Programme 9:

The role of women in new and renewable sources of energy

At the United Nations Conference on New and Renewable Sources of Energy held in Nairobi from 10 to 21 August 1981, it was emphasized in the Programme of Action adopted that the energy transition must include consideration of the social dimensions, including the role of women as agents and beneficiaries of the process of development, in view of their special burdens as producers and users of energy, particularly in rural areas.

In order to assist in the implementation of the above mentioned Programme of Action, INSTRAW's Board of Trustees at its second session authorized the Institute to prepare a report during the 1982-1983 biennium on the role of women in the field of new and renewable sources of energy and the relationship of policies in this field to women as well as INSTRAW's possible role in this area.

The Institute has also monitored closely activities in the United Nations system related to new and renewable sources of energy for the purpose of devising programmes which could promote the role of women in this field in co-operation with other United Nations bodies.

Based on the findings of the report, the Board of Trustees at its fourth session authorized the Institute to continue efforts in assisting the implementation of the Nairobi Programme of Action by approving the following activities for the 1984-1983 biennium:

- I. *An expert group meeting on the role of women in developing new and renewable sources of energy.*
 - The purpose of this meeting is the exchange of views and experiences on the role of women in developing new and renewable sources of energy. The participants will be experts from developing countries who will follow a TCDC approach in order to identify and promote co-operation among developing countries in this field.
- II. *A one-week interregional seminar.*
 - This seminar will be convened as a follow-up to the expert group meeting in order to explore the possibilities of multilateral and bilateral technical and financial support for programmes identified during the first meeting.
- III. *Establishment of an interregional network of contacts.*
 - Contacts will be established based on the outcome of the two meetings in order to promote the TCDC concept in the incorporation of women into activities which seek to implement the Nairobi Plan of Action.
- IV. *Delineation of areas of further research.*
 - Based on the outcome of the two meetings, an identification of areas requiring further research will be made.
- V. *Establishment and dissemination of training guidelines and manuals.*
 - The outcomes of these two meetings, particularly the expert group meeting, will also enable the development of training materials and manuals which seek to promote the role of women in the development of new and renewable sources of energy. These materials could be used to assist governments in incorporating the role of women in plans to develop new and renewable sources of energy.

Sub-Programme 10:
**Strengthening the role of women in agricultural and
food systems**

The growing importance attached to women and their role in agricultural production was reflected during the World Conference on Agrarian Reform and Rural Development held in 1979. The importance of this role was further emphasized at the World Conference of the United Nations Decade for Women held in 1980.

The Institute's Board of Trustees at its second session in 1982 took note of the decisions of these Conferences as they relate to women by authorizing the Institute to develop its programme on strengthening the role of women in food production. Subsequently, the Institute initiated the development of a framework for policy-oriented research and training on the role of women in agriculture, focusing on food production strategies and post-harvest food preservation. In this regard, the participation of the Institute in a Food and Agriculture Organization (FAO) project related to women and food systems was proposed by FAO. Furthermore, the Institute carried out a study which examines the role of women in food systems with special reference to Africa.

The Board of Trustees at its fourth session approved further activities to be carried out by the Institute in its contribution to the efforts of the United Nations to strengthen the role of women in agriculture and food production, and to the generation of relevant data to ensure that increased technical co-operation benefits women.

- I. *Identification of areas in technical co-operation programmes where further research is necessary.*
- II. *Preparation of training material.*
- III. *Country studies.*

Sub-Programme 11:
Household, gender and age – Women and work

The United Nations University (UNU) project on household, gender and age is a long-term project which will be closely

associated with the major themes of UNU within the medium-term perspective (1982-1987). The Institute's Board at its second session approved its initial participation in this project.

The Institute will continue its collaboration with UNU in this project as approved by the Board in January 1984:

Organization of a joint meeting with the United Nations University.

- This meeting will consider the preliminary results of the project. It will be held at INSTRAW's headquarters in Santo Domingo in 1985.

Sub-Programme 12:

National machineries for the integration of women in development

There are a variety of impediments to the efficient functioning of national machineries for the integration of women in national development which will need to be identified and removed. Following an earlier INSTRAW publication on national machineries for women, the Economic Commission for Africa has submitted a proposal for a survey to be conducted on the obstacles which impede the smooth functioning of national machineries for women in order for measures to be proposed for their removal. To this end the Board of Trustees of the Institute approved the following activities for the 1984-1985 biennium:

Preparing and circulating questionnaires on national machineries in the African countries.

- The survey of national machineries will be conducted on the basis of these questionnaires which will be circulated in co-operation with ECA. Data received will be analysed. The results together with the final study will be published in three languages.

Sub-Programme 13:

Assessment of the employment of women in the ECWA region

Like all aspects of development, employment of women, as one of the major issues in the advancement of women, should have clear goals and policies. In this respect, a through study of the situation of female employment in the Economic Commission

for Western Asia (ECWA) region was proposed by ECWA as a joint project with INSTRAW. The study would identify the patterns, types and the impact of employment of women in the formal and informal sectors. Policy suggestions will also be made on the employment and situation of women in the ECWA region.

At its fourth session, the Board of Trustees of INSTRAW approved this ECWA/INSTRAW collaboration which will consist of the following activity:

A publication of guidelines for improving the techniques for assessing the possibilities for employment of women the ECWA region.

Sub-Programme 14: Information, Documentation and Communication

In its information, documentation and communication activities, the Institute focuses on the establishment, in stages, of a system for the collection, processing and dissemination of information related to INSTRAW research and training activities. In accordance with the Institute's clearing-house function, it is developing an appropriate collection and retrieval system for data and documentation in order to initiate and strengthen action related to the advancement of women at the national, regional and international levels. A network of possible contact points at these levels is being identified in order to ensure a constant inflow and feed-back of information on research and training activities being carried out or planned for the future. To this end, regular contacts have been established by INSTRAW with various information systems within the United Nations family of organizations, as well as with governmental institutions, academic and research centres, non-governmental organizations and similar institutions producing information and data on women.

As the Institute has completed its move to its headquarters in Santo Domingo, the Board of Trustees in January 1984 approved the following information, documentation and communications activities necessary for the 1984-1985 biennium:

I. Public information

- Production and distribution of publications explaining the activities of INSTRAW for distribution to news media, United Nations information centres,

governments, now-governmental organizations and the general public.

- Preparing a logo for INSTRAW.

II. *Specialized information.*

- Responding to requests for information received from various sources on issues dealing with women and development and/or INSTRAW programmes.
- Preparation and distribution of a triannual newsletter containing information on the activities of INSTRAW, as well as other relevant activities carried out within and outside the United Nations system in three languages.
- Preparation of five publicity pamphlets of approximately 10 pages on various programmes of INSTRAW.
- Preparation of specialized mailing lists.

III. *Library and documentation.*

- Follow-up on identification and collection of books and other printed reference material relevant to the work programme of the Institute.
- Organization of regular inflow of material required for library reference and United Nations documents sections.
- Initiation of indexing of library and documentation in accordance with United Nations indexing system.
- Initiation of indexing of non-United Nations publications according to contents, sources, authors and regions and/or countries with appropriate cross-references.

IV. *Communication.*

- Establishment of appropriate infrastructure comprising audio-visual material and computerized data bank.
- Preparation of audio-visual material for information and training purposes.
- Activities necessary for gradual establishment of computerized data banks on women's issues, including preparation of feasibility studies and pilot projects.
- Acquisition and setting up of necessary physical infrastructure.

Sub-Programme 15: **Possibilities of future programme development**

Following a request by INSTRAW, a number of proposals for joint work were made by the regional commissions that could be developed if the necessary funding is found.

The following activities will therefore be carried out if outside funds are available.

I. *Proposals by the Economic Commission for Africa (ECA).*

- Case studies from three sub-Saharan African countries of women's cash crop production.
- Dissemination of information on women and development in Africa.

II. *Proposals by the Economic Commission for Latin America (ECLA).*

- Study on the situation and possible contribution of young women to the process of social change in Latin America and the Caribbean — a comparative study according to subregional groupings in cooperation with the ECLA Division of Social Development.
- Training programme to link the results of research on the position of women and families in marginal urban areas to the process of planning and programming.
- Organization of advisory services to Latin American countries.

Proposals by the Economic and Social Commission for Asia and the Pacific (ESCAP).

- An expert group meeting on popular participation in the ESCAP region, which should focus on the promotion of women's participation in national development through their role as consumers. The Commission intends to implement a regional project to identify the effective participation of women in movements for consumer protection, focusing on making most economical use of the limited purchasing power of the poor and on preventive health aspects.
- Convening a regional meeting on statistics and indicators on women in the ESCAP region in co-operation with the United Nations Statistical Office.

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