## ANNEX 1: THE MAKE WAY IBPA TOOL QUESTIONS

| Purpose of the questions | Questions |
|---|---|
| What is the policy about | 1. What is the policy issue under consideration? |
| | 2. What is the purpose of this policy and why is it necessary according to those who developed it and according to those who promoted it? |
| | 3. Has anything changed in how this issue is perceived by those who developed it? Is that recent? |
| | 4. How inclusive was this policy in the development stage? |
| | 5. What is not being considered or addressed? Which issues are missing? |
| Describing the policy's ecosystem | 6. What is the broad sector or policy environment that this policy belongs to? |
| | 7. Is this policy part of a broader set of interdependent policies? Does this policy comply with other national, regional and international policies and/or conventions and/or commitments? |
| | 8. Taken together, do the policies provide comprehensive guidance? What is missing? |
| | 9. Does this policy contradict or compete with another policy addressing the same, or a closely related, policy issue? Explain the contradiction or competing issues. Is one policy seen to be more important than the other? And who is affected by the contradiction or competition? |
| Defining the perspectives that | 10. How is the issue represented in the policy? Is it represented as a human rights, social justice, economic and/or biomedical issue? Is |

| | |
|---|---|
| form the basis for the policy | this in terms of one issue or more than one? What are the dominant areas of analysis that support the policy: sociology, public health, psychology, biomedicine, etc.? Has an interdisciplinary approach been applied? |
| | **11.** Based on the policy text, which assumptions lie behind this representation of the problem?  (These could, for example, be beliefs about possible causes and which populations are most affected.) |
| | **12.** Does the policy, or the political and technical discussion(s) surrounding it, provide a historical account of the situation of the people it addresses? (Examples are the effects of colonialism, nation building and economic globalisation.) |
| | **13.** What evidence was used? Quantitative data, qualitative data, mixed methods? Is there background information available on the data sources? Was subjective knowledge of people's own lives, and the context in which they live, also used as evidence? |
| | **14.** Are there evidence gaps for the policy's claims (For example, missing evidence, out-of-date evidence, unreliable sources)? |
| Unpacking the policy development process | **15.** Which institution/department and principal individuals are responsible for developing this policy? Who was involved? Who was excluded? What is their political and/or career profile? |
| | **16.** Was the policy generated in collaboration with the people it addresses? Were grassroots activists and community groups represented? |
| People and characteristics or identities the policy addresses | **17.** Does this policy address a particular group of people? Have any groups been left out? |
| | **18.** Are comparisons being made? If so, who is being compared to who? Is there a group with which every other category is compared? What differences, variations and similarities are considered to exist between and among the groups included? |

| | |
|---|---|
| | **19.** How does the policy describe the people it addresses? Is there any stereotyping or are there are any generalisations? Were the people affected by the policy consulted about the terms used? |
| | **20.** Does the policy describe the people it addresses in terms of one essential characteristic or identity? Or more than one? How many characteristics are addressed? What are they? |
| | **21.** Are the characteristics or identities seen to be complex, interconnected, dynamic and bound to time, place and perspective? What is the assumed relationship between the characteristics? Do they all matter equally according to the policy, or are some primary and others secondary? |
| | **22.** Who benefits if the policy is implemented? The group the policy addresses directly? Who else? Will anyone indirectly benefit? Could some people stand to benefit from it while the policy does not recognise them/take them into account? |
| | **23.** Could anyone be directly harmed by this policy? Could anyone be harmed indirectly? Have these groups been identified or considered? |
| How the policy operates | **24.** Does the policy seek to address systemic and structural causes? Does it provide a sustainable (set of) solution(s) to the problem it wants to solve? |
| | **25.** What is the implementation period of the policy? What short, medium, and long-term solutions does the policy propose? |
| | **26.** How does the policy provide for its implementation, in terms of budget allocations, departmental plans, collaborations? |
| | **27.** If implemented, how would the policy transform the situation of the people it addresses? |
| | **28.** Could this policy reproduce existing inequalities or maintain or create inequities between distinct groups? Could it entrench stereotypes and biases or existing power relations? What would need to change to avoid that? |

| | |
|---|---|
| | **29.** Could the policy create competition for resources or political attention among differently situated groups? Or between issues? |
| | **30.** Do the policy's solutions encourage solidarity and coalition building across very different interests, groups and issues? |
| Monitoring and evaluation, further development of the policy | **31.** Which institution/department, and which people, will be responsible for ensuring implementation of the policy recommendations? Are they the best positioned for doing so? |
| | **32.** What is the measure of success for the policy? For who? |
| | **33.** Which affected communities will be meaningfully engaged in assessing the implementation and outcomes of the policy? Will this be on an ongoing basis? Will they be involved in the development of the key indicators as well? |
| Accountability | **34.** Which institution/department and principal individuals are responsible for monitoring the policy? What are their roles and responsibilities? Successful implementation of a policy requires a wide range of people and organisations to play a role or take on responsibilities (e.g. relevant ministries and government agencies, UN agencies, CSOs and communities, media, etc.) |
| | **35.** Is the same institution/department responsible for accountability to the intended beneficiaries of the policy? |
| | **36.** What time frames and accountability mechanisms for implementation have been identified? Are there specified windows for the intended beneficiaries? Can youth engage with these mechanisms? |