National WE Finance Code Charter

[Country name]

DOCUMENT INFORMATION

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Version	Issue Date	Changes
1.0		
1.1		
1.2		

Contents

1.0   Introduction

What is the [Country] Code, what does this charter lay out and who contributed to it and approved it?

1.1   CONTEXT

What is the current state of financing and opportunity for WMSMEs in your country?

You may also include additional findings such as demand-side research on barriers WMSMEs face in accessing financing, financial sector perceptions about WMSME lending, etc.

1.2   GOALS

What do you hope to achieve by adopting the Code?

Part A: *What are the **ultimate objectives you hope to achieve through the Code?*** For example, improving financing to women MSMEs, mainstreaming focus on the segment across a majority of financial services providers in key sectors, etc.

Part B*: What are the **practical metrics/targets** that will signal progress on those objectives?* For example getting X% of commercial banks to sign up to the Code by end of Year 2, closing the gender gap in MSME financing by X% by end of Year 3, etc.

Ultimate Objectives:

Metrics/Targets:

2.0   GOVERNANCE

2.1   ROLE OF THE NATIONAL COORDINATOR

What is the role of the National Coordinator? What are their main responsibilities to facilitate Code implementation in your country?

PART A: *What **high-level, long-term role** will the Coordinator play in promoting support for WMSMEs in your country?* For example: promoting the sharing of learnings on best practices to finance WMSMEs; identifying opportunities related to multilateral development bank financing, etc.

PART B: *What **specific responsibilities related to Code Implementation** will the Coordinator oversee during the first 1-3 years?* E.g. organizing Code committee meetings, tracking progress on key metrics and milestones, managing communications with the global We-Fi coordinators, etc.

2.2   INSTITUTIONS LEADING THE CODE

Which institutions are involved in making key decisions in this initial phase of Code implementation, and what role will they play in designing, launching, and scaling the Code?

If available, you may also fill out the list Code Signatories as of Charter publication, found in the Annex (5.1).

Table 1: National Council/Executive Committee/Board/etc Members and Roles:

Name	Title	Institution	Institution Type	Role*

** **Example roles**: data aggregator, NFS Working Group lead, recruitment strategist, etc*

What is the overall remit of the national leadership team? What are the main goals it plans to achieve over the next year years? It is recommended to fill out Table 2 with the key outputs and milestones for key activity.

You may also develop a detailed Implementation Plan based on the models in Annex sections 5.2 and 5.3.

Year one goals:

Year 2 goals:

Table 2: National Council/Executive Committee/Board/etc Key Outputs and Milestones

Goal	Key Outputs	Milestones

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2.4　OPERATING PROCEDURES

Answer here: *How will the national leadership team meet, make decisions, and generate meaningful action?*

3.0   SIGNATORY RECRUITMENT AND ONBOARDING

3.1   ELIGIBLE SIGNATORIES AND RECRUITMENT GOALS

What types of FI signatories do you want to adopt the Code? What is the # of signatories to adopt the Code for Year 1 and Year 2, by FI type?

Table 3: Recruitment Goals

FI Type	Year 1 Goal	Year 2 Goal

3.2   RECRUITMENT STRATEGY AND INCENTIVES

What is the high-level strategy to persuade financial institutions to sign on? What incentives will be in place to persuade them?

Incentives include the likes of access to financing guarantees and/or technical assistance from development finance ecosystem partners, awards from regulators or associations, etc.

3.3   SIGNATORY ONBOARDING

How will signatories officially commit to the Code and what will the onboarding process look like?

If available, fill out Table 3 in the Annex (5.4) with more details on the three core commitments made by signatories: accountability mechanisms, reporting timeframes, and support they will receive in the form of technical assistance, peer learning programs, guidance documents, etc.

4.0   DATA COLLECTION AND REPORTING PROCESS

4.1   ROLE OF THE NATIONAL AGGREGATOR(S)

Which institution will act as the national aggregator for each signatory type? What is their role?

For example, they may lead the Data Working Group for FSPs in their sector, draft or approve reporting templates, provide signatories with reporting guidance, follow up with signatories to collect data within the reporting timeframe, check and verify data, etc.

4.2   REPORTING PROCESSES: WMSME DATA

Which aggregator will collect data from a given type of signatory? Who will the aggregator report data to, and in what format? What existing capabilities do they bring to this role, and/or what assistance or resources will they receive to support them?

It may also be useful to visualize the reporting process – how data and information will flow from FSPs to the aggregator to the national Code leadership the global Code aggregators. An example reporting process map can be found in the Annex (5.5).

Table 4: Data Aggregation Processes

Data Aggregator:	Collecting Data From: (e.g. commercial banks, Fintechs, MFIs, VC Funds, Angel syndicates, etc).	Reporting Data to (e.g. National Coordinator, OECD, etc.)	Reporting Format (e.g. cleaned anonymized data, aggregate data, analytical report with examples, etc.)	Capabilities, Resources and Support (e.g. existing data collection mechanisms, support from development finance partner, local consultancies, etc.)

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4.3 REPORTING PROCESSES: ACTIONS TO SUPPORT WMSMES

What institution will collect information on incremental actions to support WMSMEs, and how will this be used at the national level?

Table 5: Information on

Institution Tracking Incremental Actions Taken to Support WMSMEs	Collecting Information From: (e.g. commercial banks, Fintechs, MFIs, VC Funds, Angel syndicates, etc).	Reporting To: (e.g. National Coordinator, WE Finance Code global team, etc.)	Reporting Format (e.g. analytical report, list of examples, case studies, etc.)	Capabilities, Resources and Support (e.g. annual survey of FSPs, support from development finance partner, local consultancies, etc.)

4.4 DEFINITIONS

What national WMSME definition will be set for Code reporting? If not established yet, what is the process to decide it? Or if the definition will not be standardized, how will definitions be validated?

5.0 ANNEX

5.1 NATIONAL CODE SIGNATORIES

List all Code signatories as of the document date.

Institution Name	Institution Type (e.g. government body, commercial bank, association, development bank, etc.)	Role in Code (FSP Signatory, Ecosystem Partner, or Implementation Partner)	Name of Senior Leader Dedicated to Supporting WMSMEs	Additional Information/Notes

Use or adapt this framework to create your own high-level plan for Code implementation in Year 1.

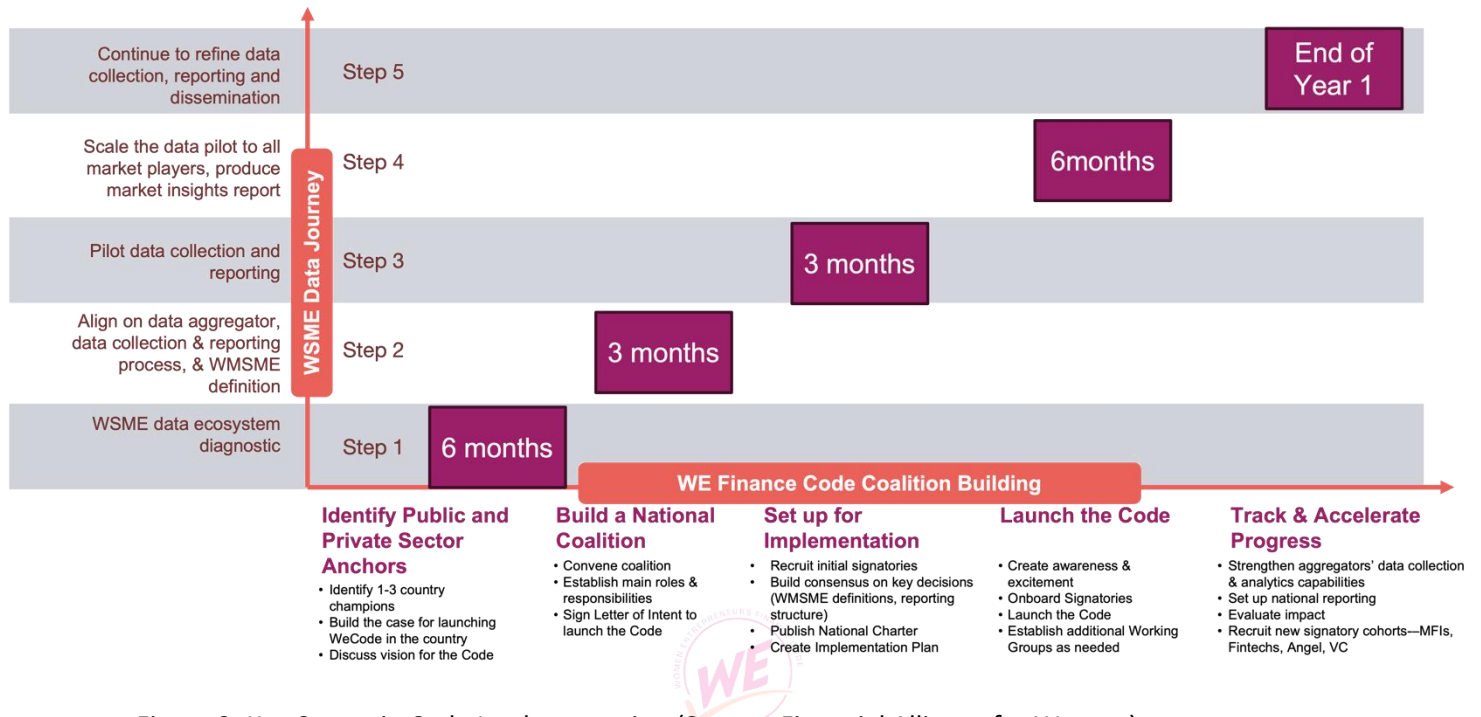*HIGH-LEVEL IMPLEMENTATION PLAN:*

Key Stages In Code Implementation

Figure 2: Key Stages in Code Implementation (Source: Financial Alliance for Women)

Download the WE Finance Code Action Plan
(Source: Financial Alliance for Women, developed for the WE Code Community of Champions)

Explore the WE Code Workshop in a Box
(Source: https://www.we-fi.org/we-finance-code)

5.3   IMPLEMENTATION WORK PLAN

Create a detailed workstream/action plan to track progress towards milestones in Year 1 of implementation (you may also adapt the attached Excel file).

EXAMPLE WORKPLAN:

Workstream
National WE Finance Code
Date Updated: [DATE]

LEGEND
| Progess |
| Planned completion |
| Actual completion |

Milestone	Assigned To	Progress
Governance & Design		
Charter drafted + approved	Coordinator	100%
Coalition formed	Coalition	100%
Stakeholder consultations held		50%
Reporting process approved		100%
Terms of Reference signed		0%
Implementation Planning		
Data Working Group set up		0%
NFS Working Group set up		0%
CVP Working Group set up		0%
Definition set by Data WG		0%
KPIS approved by Data WG		0%
Reporting template finalized		0%
Recommedations from Working Groups integrated		0%
Signatory Recruitment		
Commitment letter posted online		0%
Onboarding materials published		0%
Target # Y1 signatories reached		0%
Reporting		
KPIs collected from signatories		0%
Data validated	Aggregator	0%
Data reported to OECD	Aggregator	0%
Y1 national report published		0%

(Timeline columns span 2024: Jan–Dec and 2025: Jan–Dec)
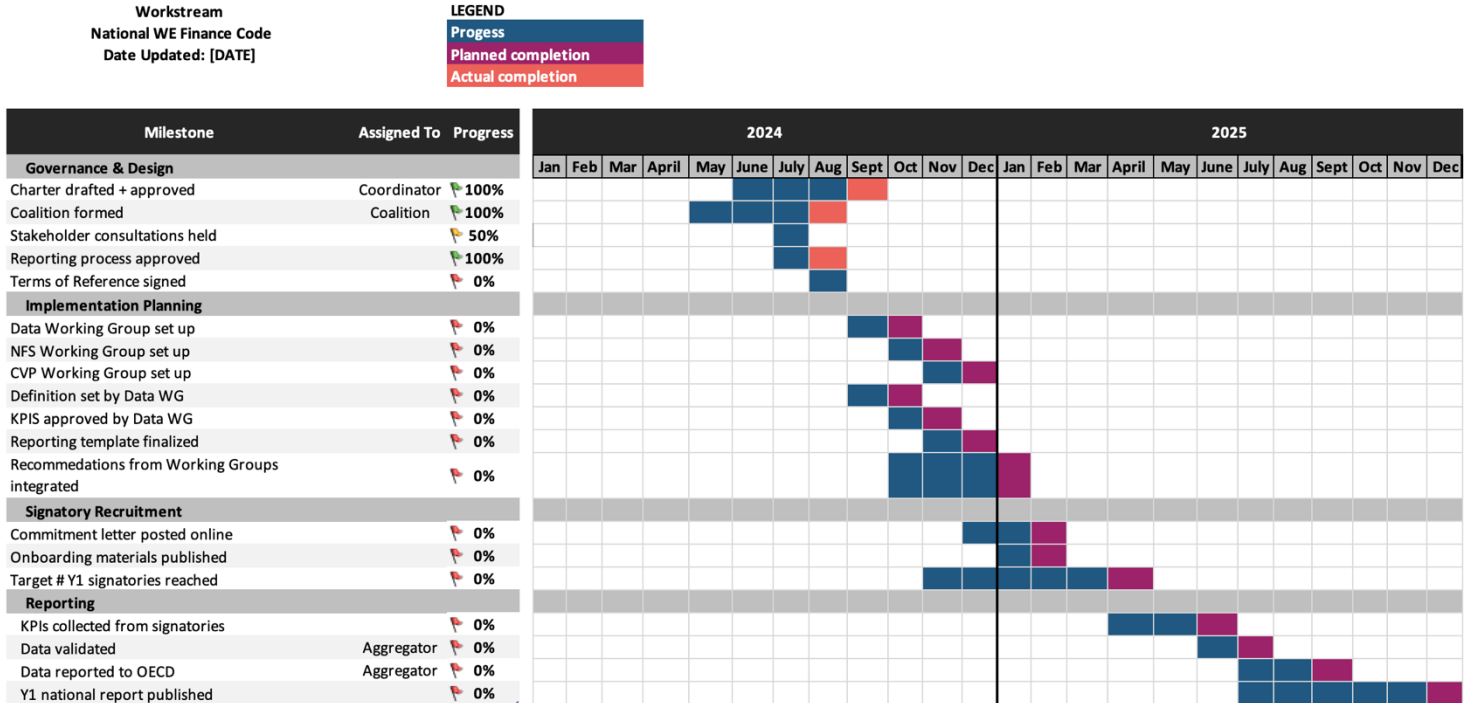
Figure 3: Example workplan (Source: Financial Alliance for Women)

DOWNLOAD SAMPLE Code Implementation Workstream
(Source: Financial Alliance for Women)

5.4   ADDITIONAL GUIDANCE ON CODE COMMITMENTS

	Commitment 1: Senior leader to drive support of women-led businesses	Commitment 2: Actions to increase WMSME lending	Commitment 3: Sex-disaggregated data to be reported
Commitment details	*Specify management level here:*	*Specify potential actions here:*	*Specify core indicators here:*
Accountability mechanisms	*Share how follow-through on commitment will be tracked at the national level:*	*Share how follow-through on commitment will be tracked at the national level:*	*Share how follow-through on commitment will be tracked at the national level:*
Expected timeline	*Detail when the signatories are expected to name the senior leader driving support for women-led businesses (e.g. in their commitment letter, or within one month of signing, etc.):*	*Detail when the signatories are expected to report on actions taken (e.g. within one year):*	*Detail when the signatories are expected to report on required indicators (e.g. within two years):*
Support provided	*Share what support will be provided to follow through on commitment (e.g. trainings or launch event for Senior Leaders)*	*Share what support will be provided to follow through on commitment (e.g. menu of actions with guidance and best practice examples):*	*Share what support will be provided to follow through on commitment (e.g. technical assistance for X# of FIs with low capacity to report):*

5.5   EXAMPLE REPORTING PROCESS MAP

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│        ┌──────────────────┐              ┌──────────────────┐        │
│        │       OECD       │              │      WE-Fi        │        │
│        └──────────────────┘              └──────────────────┘        │
└─────────────────────────────────────────────────────────────────────┘
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Reports national data to the global aggregator (OECD)

Reports on key actions, milestones, and impact to WE-Fi

National Coordinator

Report cleaned, anonymized data to the National

| National Aggregator (Commercial Banks) | National Aggregator (MFIs) | National Aggregator (Fintechs) |

Report on key indicators to respective Aggregators

| Commercial Banks | Microfinance Institutions | Fintechs |

Report on key actions to National Coordinator