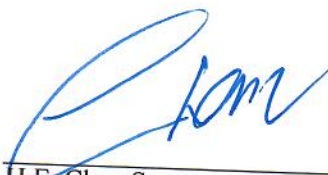


MINUTES OF THE MEETING
OF
THE SIXTH JOINT COORDINATING COMMITTEE
OF
THE PROJECT ON GENDER MAINSTREAMING
FOR WOMEN'S ECONOMIC EMPOWERMENT (PGM-WEE)

The sixth Joint Coordinating Committee (JCC) of the Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE) was held on 16th December 2022 in order to 1) share the overview of the project completion report and way forward proposed by MOWA, 2) share lessons learnt and recommendations based on the experiences from PGM-WEE, 3) report the findings and future plan of the WEE-WGs at the provincial level, and 4) propose the expectations after the project completion from JICA.

As a result of the discussion, Ministry of Women's Affairs (MOWA), Japan International Cooperation Agency (JICA) and PGM-WEE agreed upon the matters referred to in the documents attached hereto.

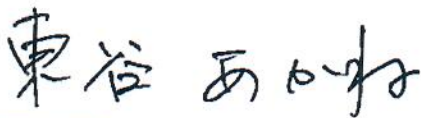
Phnom Penh, 16th December 2022



H.E. Chan Sorey
Secretary of State
Ministry of Women's Affairs



Haruko KAMEI
Chief Representative
Japan International Cooperation Agency
Cambodia Office



Akane TOTANI
Chief Advisor, PGM-WEE

With the participation of members of JCC and representatives from the concerned parties (refer to Appendix 1), the JCC meeting was conducted according to the given agenda. (Refer to Appendix 2).

1. Overview of Project Completion Report and Way forward

Ms. Te Vouchlim, Director of Planning and Statistics Dept. of MOWA (Project Manager of PGM-WEE) presented the overview of the Project Completion Report which consists of the following contents. (Refer to Appendix 3)

- Basic information of the project
- Result of the project
- Result of joint evaluation
- For the achievement of overall goals after project completion

In the end of the presentation, she represented the following issues as way forward.

- Conduct technical training for PDWA in the non-target provinces by modifying the contents of PGM workshop with the program budget
- Confirm the integration of gender perspectives and WEE aspects in the PDWA's annual plan
- Follow up the progress and facilitate the discussion on how an appropriate gender mainstreaming mechanism should be formalized at the provincial level in coordination with Ministry of Interior and starts to install the mechanism in non-target provinces
- Monitor the status of gender mainstreaming in GMAP or sector plan through the GMAG meeting at least once a year
- Share the progress of WEE promotion at provincial level in the TWG-G WEE meeting which is supposed to be held regularly
- PDWA advocates and coordinates with the PDs to integrate gender perspectives and WEE aspects into the plans/projects, and monitor the progress in the regular WEE-WG meeting

2. Lessons learnt from PGM-WEE and recommendations

Ms. Akane Totani, Chief Advisor of PGM-WEE presented lessons learnt from PGM-WEE and recommendations. (Refer to Appendix 4)

- A cross-sectoral approach for promoting WEE was effective to produce concrete results in terms of both increase in income and women's empowerment by using existing skills and knowledge of the PDs.
- Implementation tools which were developed and testified through the pilot activities in PGM-WEE were significantly useful tips on "gender responsive project cycle management" for promoting not only WEE but also gender mainstreaming in general.
- The content of gender training on "the concept of WEE" was exclusively effective for bringing changes of target women's and men's mind-sets and behavior.
- As long as any types of income generating activities and small business of rural women are appropriately supported with clearly addressing women's needs and gender issues, WEE can be promoted in broader sense, which can contribute to achieve gender equality.
- The content of gender training on "the concept of WEE" was exclusively effective for bringing changes of target women's and men's mind-sets and behavior.

- Although the budget is still limited, several PDs showed that there is a possibility to utilize the experiences of PGM-WEE in several ways.
- Comprehensive capacity building of PDs is highly required for enhancing gender mainstreaming at the provincial level.

In the end of the presentation, she represented the following issues as recommendations.

- In order to ensure planning and implementation of gender-responsive WEE activities at the provincial level, it is important that MOWA and line ministries discuss with the Ministry of Economy and Finance (MEF) to allocate necessary budget or negotiate with the other Development Partners to gain more financial supports for promoting WEE.
- In order to enhance gender mainstreaming in all the sectors, RGC and the line ministries need to consider the integration of gender perspectives into the ordinal sector policy and plans rather than planning separate activities in the GMAP. Related to it, MEF needs to examine the introduction of gender budgeting so that budget allocation for gender-responsive projects/activities can be ensured.

3. Way Forward from 5 Target Provinces

- KPC: H.E. Anheng Leakhena (Chair of WCCC) (WEE-WG Chair)
 - Project activities in KPC were successful. All the PDs understand the importance of gender mainstreaming and each element of WEE.
 - H. E. Provincial Governor in KPC had already approved to maintain the function of WEE-WG under the existing WCCC. WEE-WG will work as the same as it does during the project period. 1 or 2 officers of each PD, front line officer, from each PD would be involved with WEE-WG which leads to most of the WCCC members being WEE-WG members.
 - In 2023, KPC would call the 1st WEE-WG meeting. When some issues to be dealt with WEE-WG, we would call a WEE-WG but when no issues to be shared, we would have a join meeting with WCCC depending on actual needs.
 - Although it might be for a short period, continuous supports will be provided with the target village.
 - KPC would like to say thank you so much for PGM-WEE project for supporting and hope to work together again. Thanks for establishing Agricultural Cooperative (AC) for KPC.
- KPT: H.E. Lum Kuntheary (Provincial Deputy Governor) (WEE-WG Chair)
 - KPT would like to maintain the function of WEE-WG under the WCCC. In late December 2022, a WCCC meeting is to be called and it will be shared with all the PDs that the function of WEE-WG will be continued.
 - During the WCCC meeting in late December, 8 PDs would make a request to department directors to get financial support to conduct gender training for the officers in the departments. It is also expected to receive necessary supports from the line ministries.

- TBK: H.E Ny Chanthya (Provincial Deputy Governor)
 - As H.E Provincial Governor approved, TBK would maintain the function of WEE-WG under the existing WCCC. TBK would like to scale up the WEE related activities and the budget for commune level increased from 17,000 million Riel in 2022 to 20,000 million Riel in 2023; however, disbursement of the budget from MEF has been too slow. MEF should allocate more budget to keep implementation of WEE-WG activity.
 - TBK would like to still request MOWA and JICA to continue the technical supports for promoting gender mainstreaming and WEE at the provincial level.
 - TBK would like to say thank you so much to the Japanese Prime Minister and people for providing a budget to support the TBK and please continue to support TBK.

- SRP: H.E. You Sophear (Provincial Deputy Governor) (WEE-WG Chair)
 - SRP would maintain the function of WEE-WG under the administrative body of the SRP province.
 - WEE-WG meeting would be called at the end of February 2023 to disseminate the outcome of PGM-WEE including the gender statistical booklet to all the related PDs especially for the local governors.
 - WEE-WG would develop an action plan to continue the WEE related activities.
 - Participation of new members to WEE-WG is being planned to make the WEE-WG's function stronger.
 - A major challenge is budget limitation. Although we included some of the related activities in our 3-year plan, it was deducted by MEF because they think that this work should be provided priority to MOWA as gender or women activity and social affairs budget cannot be used as well. We would request MOWA to assist the provincial departments to get the necessary budgets to implement the activities.
 - Request to line ministries to strengthen and support this activity by allowing to include in PB.

- KCH: H.E. Pal Yuern (Member of Provincial Councilor) (WEE-WG Chair)
 - KCH would like to request JICA to scale up the project to all the 25 provinces.
 - KCH would like to maintain the function of WEE-WG under WCCC. H.E. Chair of WEE recommended to include PDOC and PDIST as a member of WCCC to share information among PDs in an efficient and effective manner.
 - KCH will set meetings in every month and report to WCCC and Provincial Administrative Body.
 - WEE-WG would have a distinct action plan with corroboration with all departments, however, no budget is a crucial challenge. We request MEF to increase the amount of budget for WCCC and PDs. Commune/Sangkat budget is so large, so some of the budget should be allocated for gender mainstreaming and WEE activity.
 - In addition, we request National Committee for Sub-National Democratic Development (NCDD) that the function of WEE-WG under the WCCC must be acknowledge by NCDD.
 - PDOC and PDIST would prepare a program to implement advocate training, gender mainstreaming training and technical training of vegetable growing in the communities.

- PDLVT would continue to disseminate and mainstreaming gender into the administrative system at all garment factories.
- PDAFF would continue to support target groups through Agricultural Services Programme for Innovation, Resilience and Extension (ASPIRE) project and extended to other village.

4. Future expectation

Ms. Yaeko Shikata JICA HQ expressed JICA's expectation that all the stakeholders continue and expand this momentum to achieve the overall goal after the completion of the project. She also underscored that MOWA is expected to monitor the activities utilizing outcome of PGM-WEE and/or any other means to promote WEE after the completion of the project in both central and provincial level and compile information on its progress and results in order to review sustainability and dissemination of the project results in the ex-post evaluation. Finally, she mentioned that JICA requested MOWA, PDWA and PDs of target provinces to submit the implementation plan for promoting WEE in 2023 to JICA by the end of January 2023. (Refer to Appendix 5-1 and 5-2)

5. Conclusion

H.E. Chan Sorey concluded that MOWA and target provinces would utilize experience and lessons learnt from the PGM-WEE after the project completion. A concrete action plan at sub-national level was mentioned necessary to implement WEE-WG activities.

List of Appendices

Appendix 1: Participant List

Appendix 2: Agenda of the 6th JCC Meeting

Appendix 3: Presentation (Overview of Project Completion Report and Way Forward)

Appendix 4: Presentation (Lessons learnt from PGM-WEE and Recommendations)

Appendix 5-1: Implementation plan after the completion of PGM-WEE (central level)

Appendix 5-2: Implementation plan after the completion of PGM-WEE (provincial level)

**6th Meeting of the Joint Coordinating Committee of
the Project on Gender Mainstreaming for Women's Economic Empowerment
Agenda**

Date: Friday, 16 December 2022

Venue: Dara Airport Hotel (Phnom Penh)

MC: Ms. Chea Socheata

Time	Item	Person in Charge
8:30-9:00	Registration	MOWA
9:00-9:30	Opening remarks <ul style="list-style-type: none"> • Ms. Haruko Kamei, JICA Representative • H.E. Chan Sorey, Secretary of State 	JICA Cambodia Office MOWA
9:30-9:45	Photo shooting	
9:45-10:00	Break	
10:00-10:30	Presentation (1): Overview of Project Completion Report and Way forward (MOWA)	Vouchlim Te Director of Planning and Statistics Dept.
10:30-10:40	Presentation (2): Lessons Learned from PGM-WEE and Recommendations	Akane Totani Chief Advisor, PGM-WEE
10:40-11:30	Way Forward from Target Province (10 min. for each province)	Chair of WEE-WG 5 Target Provinces
11:30-11:40	Recommendation from JICA Headquarters	JICA Headquarters
11:40-12:20	Discussions	H. E. Chan Sorey MOWA
12:20-12:30	Closing remarks	H. E. Chan Sorey MOWA
12:30	Closing	

Handouts:

1. Agenda
2. Presentation material (1) Overview of Project Completion Report and Way forward (MOWA)
3. Presentation material (2) Lessons Learned from PGM-WEE and Recommendations

* All the documents are prepared both in English/Khmer.

Overview of Project Completion Report (PCR) and Way Forward

Te Vouchlim
Director of Planning & Statistics Department, MOWA

1. Project Completion Reports (PCR)

- Project completion report (PCR) is a document to externally indicate the results of initiatives as published information until the time of project completion.
- PCR is a major document to be referred to in the ex-post evaluation (three years after completion).
- PCR is to summarize the project, be approved in the last JCC, and be submitted to JICA at project completion.

2. Contents of PCR

I. Basic information of the project

1. Country
2. Title of the project
3. Duration of the project
4. Background
5. Overall goal and project purpose
6. Implementing agency

2. Contents of PCR (cont.)

II. Results of the project

1. Results of the project
 - 1-1. Input by the Japanese side
 - 1-2. Input by the Cambodian side
 - 1-3. Activities
2. Achievement of the project
 - 2-1. **Outputs and indicators**
 - 2-2. **Project purpose and indicators**
3. History of PDM modification
4. Others

2. Contents of PCR (cont.)

III. Results of Joint Review

1. Results of review based on DAC evaluation criteria (Relevance, Coherence, Effectiveness, Efficiency, Impact, Sustainability)
2. Key factors affecting implementation and outcomes
3. Evaluation on the results of the project risk management
4. Lessons Learnt
5. Performance
6. Additional activity/support

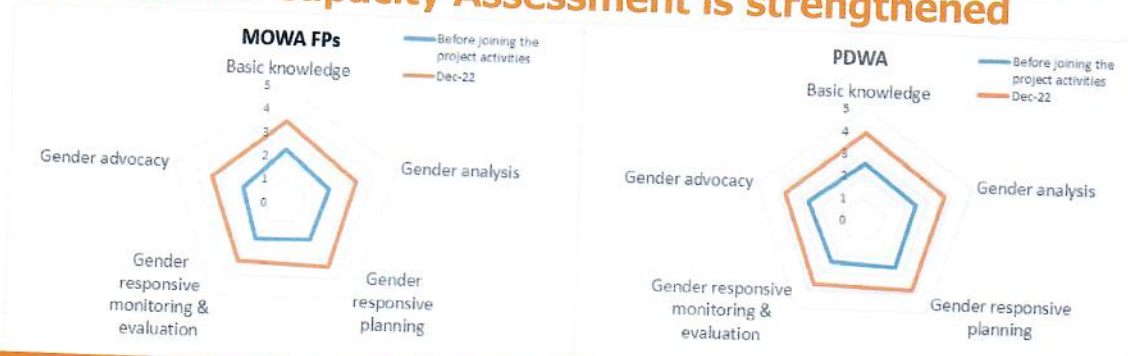
2. Contents of PCR (cont.)

IV. For the achievement of overall goals after project completion

1. Prospects to achieve overall goal
2. Plan of operation and implementation structure of the Cambodian side to achieve the overall goal
3. Recommendations for the Cambodian side
4. Monitoring plan from the end of the project to ex-post evaluation

3. Achievement of the project (output)

Output 1. Capacity of the counterparts of MOWA/PDWA in advocacy and coordination which will be defined in the Gender Capacity Assessment is strengthened



3. Achievement of the project (output)

Output 2-1. Implementing tools for promoting WEE at the sub-national level are acquired by the counterparts of MOWA/PDWA and the partner PDs

Key tools were acquired by the counterparts of MOWA/PDWA and the partner provincial departments through the technical meetings (before the implementation of pilot activities), on-the-job activity in the target villages and supplementary trainings (e.g. gender training, retreat program, gender mainstreaming workshop).

3. Achievement of the project (output)

Output 2-2. Role of WEE-WG in the Project is institutionalized and included in the updated WEE Guideline

- Based on the discussion among the WEE-WG members in the target provinces, it was approved by H.E. Provincial Governor to institutionalize the function of WEE-WG under the WCCC in KPC, KCH, KPT and TBK and the provincial administrative body in SRP.
- Function of WEE-WG is compiled in the WEE Guideline.

3. Achievement of the project (output)

Output 3. Recommendations (tips and lessons learned) are acknowledged by the partner line ministries, NCDD gender team and partner provincial departments

- Recommendations were compiled and acknowledged by the partner line ministries, NCDD gender team and partner provincial departments in the retreat program in July 2022.
- Partner line ministries confirmed the importance of applying the tips and lessons learned for promoting WEE in the existing project/activities through the GMAG dialogue in November 2022.

4. Achievement of the project (project purpose)

1. MOWA/PDWA advocates and coordinates with line ministries and partner PDs for planning and implementing gender-responsive programs and projects

- It was found that PDWA and some PDs started to discuss and coordinate to integrate gender perspectives or WEE aspects into the existing projects/activities (e.g. Project on Accelerating Inclusive Markets for Smallholders (AIMS) and Agricultural Service Programme for Innovation Resilience and Extension (ASPIRE) supported by IFAD/MOAF, and One Village One Product (OVOP) project of PDISTI.
- Findings and lessons learned from the PGM-WEE were shared in the TWG-G WEE meeting which was conducted in Oct. 2022.

4. Achievement of the project (project purpose)

2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in all target provinces

- It was found that PDWA and some PDs started to discuss and coordinate to integrate gender perspectives or WEE aspects into the existing projects/activities (e.g. Project on Accelerating Inclusive Markets for Smallholders (AIMS) and Agricultural Service Programme for Innovation Resilience and Extension (ASPIRE) supported by IFAD/MOAF, and One Village One Product (OVOP) project of PDISTI.

4. Achievement of the project (project purpose)

3. The updated WEE Guideline is approved by MOWA

- WEE Guideline was updated and approved by MOWA in December 2022.

4. Partner line ministries and NCDD gender team integrate at least 1 implementation tool or recommendation for promoting WEE into their projects and activities.

- MAFF and MOC acknowledge and support the provincial department to integrate implementation tool for gender training into the project funded by the other DPs (e.g. IFAD, ADB).

4. Achievement of the project (project purpose)

- MOT and MOWA signed a joint action plan for gender-responsive ecotourism policy with implementation tools and tips of PGM-WEE and agreed to prepare an MOU. They also agreed to include MOWA in the secretariate of the national committee for management and development of community tourism and eco-tourism.
- MORD, MOLVT and MISTI acknowledge and support the provincial department to apply gender perspectives and WEE aspects into the existing project and administrative service for making them more gender responsive.

5. Results of review based on DAC evaluation criteria

Value judgement based on six (6) criteria for ODA evaluation



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5. Results of review based on DAC evaluation criteria (cont.)

1. Relevance: High
2. Coherence: High
3. Effectiveness: Relatively High
4. Efficiency: Moderate
5. Impact: Moderate
6. Sustainability: **Moderate** (←Fair)

6. Prospects to achieve overall goal

1. Gender-responsive programs and projects are planned and implemented for promoting WEE based on the updated WEE Guideline and the PGM Method Guideline in target and non-target provinces

- As of October 2022, it was already found that some of the provincial departments started to integrate gender perspectives and/or WEE aspects which were learned from PGM-WEE into the ordinary plan (e.g. annual plan and 3-year investment plan) and existing project/activities (e.g. agribusiness, vocational training, administrative guidance for garment factories, women's leadership at village level) funded by the program budget.
- However, it is also required for the non-target provinces to get technical supports from MOWA and the relevant line ministries periodically.

6. Prospects to achieve overall goal (cont.)

2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in non-target provinces

- Since it was just decided that the function of WEE-WG was institutionalized in the target provinces at the time of project completion, it is difficult to prospect whether the function of WEE-WG is established and functioned well in the other non-target provinces.

6. Prospects to achieve overall goal (cont.)

3. All the partner line ministries and NCDD integrate at least 1 recommendation into their sector policies/plans or NCDD Gender Policy/plan and implement gender-responsive programs and projects for promoting WEE at the sub-national level

- All the partner line ministries had already expressed their interests to integrate the recommendations and tips from the PGM-WEE into their policy, plan and projects. However, it largely depends on the budget condition of RGC and how MOWA can effectively advocate and coordinate with MEF and the other line ministries to secure necessary budget for the implementation. Continuous advocacy and facilitation should also be required to be done by MOWA, especially by the Gender Equality Department.

7. Way forward (MOWA & PDWA)

- Conduct technical training for PDWA in the non-target provinces by modifying the contents of PGM workshop with the program budget
- Confirm the integration of gender perspectives and WEE aspects in the PDWA's annual plan
- Follow up the progress and facilitate the discussion on how an appropriate gender mainstreaming mechanism should be formalized at the provincial level in coordination with Ministry of Interior and starts to install the mechanism in non-target provinces
- Monitor the status of gender mainstreaming in GMAP or sector plan through the GMAG meeting at least once a year
- Share the progress of WEE promotion at provincial level in the TWG-G WEE meeting which is supposed to be held regularly
- [PDWA] Advocate and coordinate with the PDs to integrate gender perspectives and WEE aspects into the plans/projects, and monitor the progress in the regular WEE-WG meeting

Lessons Learned from PGM-WEE and Recommendations

Akane Totani
Chief Advisor, PGM-WEE

1. Lessons Learned

- A **cross-sectoral approach** for promoting WEE was effective to produce concrete results in terms of both increase in income and women's empowerment by using existing skills and knowledge of the PDs.
- Implementation tools which were developed and testified through the pilot activities in PGM-WEE were significantly useful tips on "**gender responsive project cycle management**" for promoting not only WEE but also gender mainstreaming in general.

1. Lessons Learned (cont.)

- The content of gender training on “**the concept of WEE**” was exclusively effective for bringing changes of target women’s and men’s mind-sets and behavior.
- As long as any types of income generating activities and small business of rural women are appropriately supported with clearly addressing **women’s needs and gender issues**, WEE can be promoted in broader sense, which can contribute to achieve gender equality.

1. Lessons Learned (cont.)

- Although the budget is still limited, several PDs showed that there is **a possibility to utilize the experiences of PGM-WEE** in several ways.
- Comprehensive **capacity building of PDs** is highly required for enhancing gender mainstreaming at the provincial level.

2. Recommendations

- **[For promoting WEE at provincial level]**
In order to ensuring planning and implementation of gender-responsive WEE activities at the provincial level, it is important that MOWA and line ministries discusses with the Ministry of Economy and Finance (MEF) to allocate necessary budget or negotiate with the other Development Partners to gain more financial supports for promoting WEE.

2. Recommendations (cont.)

- **[For ensuring gender mainstreaming]**
In order to enhance gender mainstreaming in all the sectors, RGC and the line ministries need to consider the integration of gender perspectives into the ordinal sector policy and plans rather than planning separate activities in the GMAP. Related to it, MEF needs to examine the introduction of gender budgeting so that budget allocation for gender-responsive projects/activities can be ensured.

**Implementation plan for promoting WEE after completion of the
PGM-WEE (Central level)**

1. TWG-G WEE

(1) Members:

(2) TOR:

(3) Number of meetings and its holding period in 2023:

2. MoWA's activity plan for promoting WEE in 2023

Activity	Target Province	Non-target Province

**Implementation plan for promoting WEE after completion of the
PGM-WEE (provincial level)**

1. WEE-WG

(1) Members:

(2) Number of meetings and its holding period in 2023:

2. PDWA's Activity plan for promoting WEE in 2023

-
-

3. Other PD's Activity plan for promoting WEE in 2023

TO: CR of JICA Cambodia

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 4 (Term: September 2018 – February 2019)
Name: Te Vouchlim, Director, Planning and Statistics Department, Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date: 29 March 2019

I. Summary

1 Progress

1-1 Progress of Inputs (for details, see Attachment)

Japanese side

- Six Japanese experts¹ were dispatched. Some modifications were made in the timing and length of the dispatch for the timely implementation of project activities.
- From the second batch of the Project, two Japanese experts, Ms. Akane Totani (chief advisor/gender mainstreaming) and Ms. Rie Fusamae (institutional development/governance), were newly assigned.
- Operational costs for project implementation including the procurement of equipment² and hiring five local staff members (a Senior Coordinator, a Senior Field Coordinator, a Field Coordinator, an Assistant Coordinator and a Driver) were disbursed.

Cambodian side

- Some of the Counterparts (C/Ps) of MOWA³ were replaced from the second batch of the Project. Twelve C/Ps of MOWA were assigned as Focal Points (hereinafter refer to as F/Ps) in charge of provincial-level activities.⁴
- While some of the members of the Women's Economic Empowerment Working Group (WEE-WG) in Kampong Chhnang Province⁵ were replaced from the second batch of the Project, there is no change in the WEE-WG members in Siem Reap Province.⁶ In addition, WEE-WG members in both Kampong Thom⁷ and Tboung Khmum⁸ Provinces were newly assigned as of January 2019 and December 2018 respectively.

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 8 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

⁷ See Attachment 6 List of WEE Working Group Members in Kampong Thom Province.

⁸ See Attachment 7 List of WEE Working Group Members in Tboung Khmum Province.

1-2 Progress of Activities

Preparation of the supporting setup at the national level

Activity 1-1. (Resumption of TWG-G Sub-group on WEE)

- After a series of discussions with the Director and the Deputy Director of the General Directorate for Gender Equality and Economic Development, the Director of the Economic Development Department (EDD), and the director of the Planning and Statistics Department (PSD) in the first batch of the Project, it was reconfirmed at the start of the second batch that the meetings of the TWG-G Sub-group on WEE (hereinafter referred to as TWG-G WEE) were to be called on an ad hoc basis according to the results-based approach rather than on a regular basis. Finally, the newly assigned Director of the General Directorate for Gender Equality and Economic Development and PGM-WEE (hereinafter referred to as the Project) agreed that the outputs, best practices and lessons learned that would be obtained from the project activities of the PGM-WEE should be shared in a timely fashion with the relevant stakeholders, including private sectors in the TWG-G WEE, although the Project does not directly support MOWA to revitalize the TWG-G WEE itself. The Project will decide on the timing of holding TWG-G WEE meetings, agendas, and expected attendees in consultation with the Director of the EDD, once useful findings are extracted from the scale-up and pilot activities (e.g. baseline and field surveys).

Activity 1-3. (Participation of the members of TWG-G Sub-group on WEE in project activities)

- All the partner line ministries attended the consultation meeting on the Gender Terminology Booklet and exchanged views on 19 September and 3 December 2018, respectively.
- Her Excellency Ms. Ourng Heng, Advisor, Ministry of Agriculture, Forestry and Fisheries (MAFF) attended the kick-off meetings in Kampong Thom and Tbong Khmum provinces and made a presentation on the MAFF's gender policy and its relevance to the chicken-raising activities in the PGM-WEE (6 and 7 December 2018).

Preparation of tools

Activity 1-4. (Gender Terminology Booklet)

- A consultancy agreement on producing a Gender Terminology Booklet was made between the PGM-WEE and a local consultant at the beginning of the second batch of the Project.
- In the first consultation meeting (of the second batch) on 19 September 2018, 35 participants (from MOWA, partner line ministries, other relevant ministries and donor organisations) selected 60 words to be in the terminology and discussed how to translate them into Khmer. After the meeting, the Director of the PSD proposed adding some words in order to cover broader issues in the booklet. Taking the allocated budget into consideration, the Director of the PSD and the PGM-WEE agreed

to add 45 words and have a total of 105 words in the booklet. An additional 45 words were proposed in the second consultation meeting on 3 December 2018 and were finally approved by the stakeholders in the following meeting on 25 December 2018.

- As of the end of February 2019, 105 terms were initially defined in English and the first 60 words were translated into Khmer. This was done to check and revise the English definitions of all 105 words and to subsequently translate the remaining 45 words.
- According to the agreement with the Deputy Director of the General Directorate for Gender Equality and Economic Development in the first batch of the Project, the publication and distribution of the Booklet were planned to take place as part of the new Cambodia Gender Assessment (CGA) which meant to be published in January 2019. However, because the finalising process of both the Booklet and CGA has been delayed, the necessary adjustments and coordination are required in consultation with the Director of the PSD.

Activity 1-5. (Gender Statistics Leaflet)

Completed during the first batch of the Project.

Activity 1-6. (Provincial Gender Statistics)

- The first provincial gender statistics workshops are planned in Kampong Thom province from 25 to 26 March 2019 and in Tbong Khmum province from 28 to 29 March 2019. The necessary coordination and preparation will be done by the F/Ps of MOWA with the necessary support from the PGM-WEE.

Preparation of tools based on the achievements of PGM2

Activity 2-1. ~ 2-6. (Socio-economic impact analysis, value chain analysis, monitoring plan, follow-up activities, etc. in Kampong Cham province)

Completed during the first batch of the Project.

Activity 2-7. (Revision of monitoring guideline)

- The draft of the monitoring guideline for scale-up activities was developed and shared with MOWA counterparts and WEE-WG members in Kampong Chhnang province. The specific purposes of monitoring have been understood and agreed upon the stakeholders.
 - Tracking the target farmers' situations in their application of the knowledge and techniques in the training with special attention being paid to female farmers;
 - Identifying any difficulties and constraints faced by female farmers or gender inequality promoted during the course of project implementation; and
 - Defining countermeasures to solve or mitigate the identified problems in the monitoring process.

Activity 2-8. (Gender-responsive marketing manual on chicken raising)

Completed during the first batch of the Project.

Preparation of the implementation of scale-up activities**Activity 2-9. (Implementation plans for scale-up activities)**

Completed during the first batch of the Project.

Activity 2-10. (Selection of the target province for chicken-raising)

Completed during the first batch of the Project.

Activity 2-11 (WEE-WG establishment in the target provinces)

- The WEE-WG of Kampong Chhnang province was established in the first batch of the Project.
- The WEE-WG of Kampong Thom province was officially established based on the Decision of the Provincial Governor dated 8 January 2019.⁹
- The WEE-WG of Tbong Khmum province was officially established based on the Decision of the Provincial Governor dated 19 December 2018.¹⁰

Planning of the scale-up activities

PGM-WEE is currently rolling out scale-up activities only in Kampong Chhnang province. The activities in Kampong Thom and Tbong Khmum provinces are to start in late 2019.

Activity 2-12 (Policy analysis and gender analysis: PGM method step 1-4)

- Although the analysis had already taken place in Kampong Chhnang province in the first batch of the Project, the socio-economic baseline data were collected through the baseline survey conducted in January 2019. The MOWA counterparts and PGM-WEE are compiling and analysing the data and information collected in the baseline survey. The report will be finalised in early April 2019.

Activity 2-13 (A gender-responsive value chain analysis)

Completed during the first batch of the Project.

Activity 2-14 (Scale-up project planning: PGM method step 5)

- The PDM for the scale-up activity in Kampong Chhnang province, which was prepared in the first batch of the Project, was revised according to the change of the schedule.

⁹ See Attachment 6. WEE Working Group of Kampong Thom Province.

¹⁰ See Attachment 7. WEE Working Group of Tbong Khmum Province.

Implementation and monitoring of the scale-up activities

PGM-WEE is currently rolling out scale-up activities only in Kampong Chhnang province. The activities in Kampong Thom and Tbong Khmum provinces are to start in late 2019.

Activity 2-15 (Implementation of the scale-up activities)

- After the revised PO was approved in the WEE-WG meeting on 21 September 2018, TOT training was conducted for the WEE-WG members of Kampong Chhnang province on 28–30 November 2018. The three trainers (officers of PDWA, PDAFF and PDOC) from Kompong Cham province prepared and facilitated the training. The main topics of the TOT training are as follows:
 - 1st day (PDWA):
concept of gender, facilitation skills, how to enhance behavioural change of farmers, and how to ensure active participation of farmers in training sessions
 - 2nd day (PDAFF):
gender-friendly chicken-raising techniques (division of labour, successful cases)
 - 3rd day (PDOC):
concept of micro-entrepreneurship, market information, marketing, business planning, and business matching.
- After the TOT training, an introductory workshop and the first registration were done on 4 and 5 December 2018 in the following four target villages: Thnal, Tang Krong, Khna Tay Mouk, and Thlok Roleung. In the workshop, with the support of two trainers (PDWA and PDAFF) from Kompong Cham province, the WEE-WG members of Kampong Chhnang province described the objectives and content of the project activities. Out of the 145 farmers (75 women and 71 men) who participated in the introduction workshop, 78 (29 women and 49 men) were eventually registered as target farmers of the Project.
- After a pre-survey and the revision of the questionnaire, the baseline survey was conducted on 14–17 January 2019. As some of the expected respondents were not available because they were occupied with work in such places as a garment factory, an additional survey was conducted in the following weekend of 19–20 January 2019. The total number of respondents who were interviewed in four villages was 73 (31 women and 42 men). As mentioned above, the MOWA counterparts and PGM-WEE are compiling and analysing the data and information collected in the baseline survey. The report will be finalised in early April 2019.
- On 28–29 January 2019, PDAFF and PDOC conducted the 1st technical training on chicken raising (building a shelter) and market information. On 12–13 February 2019, PDRD and PDLVT conducted the 2nd technical training on business planning and business capital.

<1st Technical Training on 28 and 29 January 2019>

Target Village	No. of registered farmers		No. of registered farmers who participated in the training		Participation Rate		No. of non-registered farmers who participated in the training	
	Women	Men	Women	Men	Women	Men	Women	Men
Tang Krong	6	9	3	6	50.0%	66.7%	3	17
Thnal	5	12	3	9	60.0%	75.0%	10	15
Thlork Roleung	12	11	6	8	50.0%	72.7%	10	17
Khma Tay Mouk	8	10	5	5	62.5%	50.0%	17	9
Total	31	42	17	28	54.8%	66.7%	40	58

<2nd Technical Training on 12 and 13 February 2019>

Target Village	No. of registered farmers		No. of registered farmers who participated in the training		Participation Rate		No. of non-registered farmers who participated in the training	
	Women	Men	Women	Men	Women	Men	Women	Men
Tang Krong	6	9	5	7	83.3%	77.8%	2	1
Thnal	5	12	2	10	40.0%	83.3%	4	2
Thlork Roleung	12	11	5	6	41.7%	54.6%	4	4
Khma Tay Mouk	8	10	4	3	50.0%	30.0%	7	5
Total	31	42	16	26	53.8%	61.4%	17	12

Prepare the setup to implement the pilot project in the tourism industry**Activity 3-1 (WEE Working Group establishment in the pilot province)**

Completed during the first batch of the Project.

Planning of the pilot projects in tourism industries**Activity 3-2 (Policy analysis and gender analysis: PGM method step 1-4)**

Completed during the first batch of the Project.

Activity 3-3 (Value chain analysis)

Completed during the first batch of the Project.

Activity 3-4. (Pilot project planning: PGM method step 5)

Completed during the first batch of the Project.

Activity 3-5. (Socio-economic baseline survey including information collection about the gender issues, identification of target industries and areas of the pilot projects)

- A set of information for identifying target activities and areas was collected through telephone interviews conducted by three MOWA counterparts in October and November 2018, and a field survey was conducted by the PDWA and PDs in five Community-Based Tourism Organisations (hereinafter referred to as CBT) on 16 and 17 January 2019.
- Taking both the following seven selection criteria and the other issues such as the possibility of duplication with the other donor's support in the same site and a variety of target activities into account, Kompong Phluk CBT and Knar Por CBT were selected out of the five candidate sites and approved by the WEE-WG in Siem Reap province on 20 February 2019.
 - Structure of a CBT committee;
 - Collaboration with local authorities, competent authorities, and CSOs;
 - Women's participation in community activities;
 - Linkage of CBT activities in the commune development plan, etc.;
 - Linkage of the needs of target groups with a multi-sector approach;
 - Work effectiveness, and the needs and challenges of the CBT; and
 - The number of customers/tourists.
- Some socio-economic data (e.g. income) and information on gender issues will be collected in the workshop which will be conducted at the beginning of the pilot activities in each CBT site.

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MoWA and PDWA for WEE promotion)

- Since both list up of the 105 words and preliminary definition in English have been done, it can be said that 30% of the Indicator 1-2 (Gender Terminology Booklet is updated) was achieved.
- Through the implementation of scale-up and pilot projects, the FPs of MOWA are learning how to support PDWA and PDs to plan, implement, and monitor the activities with gender perspectives. While some of the CPs who had been involved in the chicken-raising activities in Kampong Cham province in PGM 2 have better understanding as well as coordination and facilitation skills, the others were newly assigned as FPs for PGM-WEE. Furthermore, it is found that most of the FPs need comprehensive capacity building on gender and WEE. As recognized in the first batch of the project, it is necessary to plan MOWA's capacity development to promote WEE in coordination with the MOWA management, especially the relevant departments such as the EDD and the GED, and other programmes such as the Leading the Way for Gender Equality Program of UNDP as part of MOWA's overall capacity development plan.

- In Kampong Chhnang and Shem Reap provinces, the PDWA director and personnel are highly motivated and actively involved in coordination and facilitation for smooth implementation of the project activities among the PDs with the support of the FPs of MOWA. However, their knowledge and practical skills for advocating the integration of necessary gender perspectives in the projects and activities of the other PDs should be strengthened through the workshops and discussions on gender perspectives in project planning, implementation, and monitoring.

Output 2 (Gender mainstreaming mechanism (agriculture) strengthened)

- Although the scale-up activity is implemented only in Kampong Chhnang province, it can be said that about 10% of each Indicator 2-2 and 2-3 were achieved.
- WEE-WG was established in Tbong Khmum province in December 2018 and in Kampong Thom in January 2019, and started planning and coordination for scale-up activities.
- Three PD officials (PDWA, PDAFF and PDOC) were invited from Kampong Cham province to share their experiences in PGM 2 in the TOT training of Kampong Chhnang province. Their practical and sound inputs and guidance helped PDs understand the important points to share in the introduction workshop.
- In January 2019, with the logistical and technical support from MOWA and PGM-WEE, PDs prepared and conducted the baseline survey in Kampong Chhnang province. The results will be compiled and shared in April 2019.
- Two training sessions were conducted in collaboration with several PDs such as PDAFF, PDOC, PDRD and PDLVT in the four target villages in Kampong Chhnang province.
- A draft monitoring guideline for chicken-raising activities in Kampong Chhnang province was developed and agreed by the FPs of MOWA.

Output 3 (Gender mainstreaming mechanism (tourism) established)

- Since the selection of target area for pilot activity has been done in Siem Reap province, it can be said that 10% of Indicator 3-1 was achieved.
- After collecting necessary information through a telephone interview and a field survey by the F/Ps of MOWA, PDWA and PDs, two pilot sites were selected and approved by WEE-WG in Siem Reap province.

1-4 Achievement of the Project Purpose

- Planned activities for achieving the Project Purpose have been implemented as planned; however, at the present stage it is too early to measure the achievements by two indicators set in the PDM.
- To establish and strengthen a gender mainstreaming mechanism at the sub-national level, PGM-WEE has just started implementing scale-up activities in Kampong Chhnang province and the site selection for the pilot activities in Siem Reap province. Thus, it is still too early to assess the achievement level of the Project Purpose. Nonetheless, the preparation for scale-up and pilot activities is ongoing as planned, and the second batch is expected to show concrete progress towards achieving the Project Purpose.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
It is necessary to confirm carefully the commitment of the GMAG members to PGM-WEE and their concrete needs for a gender mainstreaming mechanism and collaboration with MOWA.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentrating processes

The legal basis for promoting gender mainstreaming in the decentralisation and deconcentration (D&D) process should be updated. Furthermore, a consensus on promoting gender mainstreaming on WEE with the initiative of MOWA and PDWA should be confirmed with partner line ministries, departments and other relevant stakeholders such as the Ministry of Interior and the Ministry of Finance.

1-6 Progress of Actions undertaken by JICA

None

1-7 Progress of Actions undertaken by Government of Cambodia

MOWA, PDWA, and PDs in Kampong Chhnang Province, and Siem Reap Province provided human resources and technical inputs to the project activities described in Section 1-2 'Progress of Activities' above.

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen gender mainstreaming mechanism in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None

2 Delay of Work Schedule and/or Problems (if any)

Because of the delay in starting the second batch, the schedule of the project activities especially the scale-up activities in Kampong Chhnang province was revised.

3 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO)

At the beginning of the second batch, the timing of providing inputs and implementing some activities as well as the monitoring plan in the PO were revised as attached. The modified parts are shown in blue in the revised PO (PM Form 3-3) as attached.

3-2 Other modifications on detailed implementation plan

Few parts of PDM were modified on the basis of the actual project implementation. The modified parts are shown in red in the revised PDM (PM Form 3-2) as attached.

4 Preparations Done by the Government of Cambodia toward after completion of the Project

MOWA and PGM-WEE will continue to discuss necessary measures and preparation to undertake for ensuring the internalisation and continuous use of outputs obtained of the project activities after the project completion.

II. Project Monitoring Sheet I & II *as Attached*

Project Monitoring Sheet (Revision of Project Design Matrix)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)

Implementing Agency: Ministry of Women's Affairs (MOWA)

Target Group: [Direct Target]
Officers of MoWA (national) and PDWA (sub-national)

[Indirect Target]

Women and men in the target provinces, Gender Mainstreaming Action Groups (GMAGs) and Gender Focal Points (both at the national and sub-national levels) of Partner Line Ministries: Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MIH), Ministry of Commerce (MOC), Ministry of Rural Development (MRD), Ministry of Labor and Vocational Training (MLVT), Ministry of Tourism (MOT)

Period of Project: February 2017 – July 2018 (First Batch) September 2018 – February 2022 (Second Batch)

Project Site: Phnom Penh and 4 selected provinces (Kampong Chhnang, Kampong Thom, Tbong Khmum and Siem Reap)


Model Site: Kampong Cham

Version: 4

Date: 29 March 2019

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
<p>Overall Goal</p> <p>Women's economic empowerment (WEE) is promoted through gender-responsive programs and projects implemented by line ministries/departments through advocacy and coordination by MOWA/PDWA in all the 25 capital and provinces in Cambodia.</p>	<p>Gender-responsive programs and projects are planned and implemented by line ministries through improved PGM Methods workshops facilitated by MOWA/PDWA in all the 25 capital and provinces.</p>	<p>1. Report about PGM Methods Workshops</p> <p>2. Annual reports of WCCC</p>			<p>It should be re-examined how the project can involve WCCC into the project activities.</p>
<p>Project Purpose</p> <p>Gender mainstreaming mechanisms are strengthened to promote women's economic empowerment (WEE) at the sub-national levels by the partner line ministries/departments through advocacy and coordination by MOWA/PDWA.</p>	<p>1. The "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" are authorized and distributed.</p> <p>2. The scaling-up plans of gender mainstreaming mechanisms are integrated into the annual plan or Neary Rattanak (the Five Year Strategic Plan) of MOWA.</p>	<p>1. Published "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels"</p> <p>2. Annual plans and 5th Neary Rettanak of MOWA</p>	<p>Decentralization and deconcentration processes is continuously gender-responsive.</p>		<p>It should be re-examined what elements of gender mainstreaming mechanisms are aimed to be strengthened and scaled up.</p>
<p>Outputs 1</p> <p>The capacity of MOWA/PDWA is strengthened to promote women's economic empowerment (WEE) at the sub-national levels through gender mainstreaming mechanisms.</p>	<p>1-1. Networking among the stakeholders at the national and sub-national levels is established to promote WEE through TWG-G Sub-group on WEE.</p> <p>1-2. 'Gender Terminology Booklet' is updated.</p> <p>1-3. 'Gender Statistics Leaflet' is updated and provincial gender statistics is developed in the target provinces.</p> <p>1-4. Revised PGM Methods Guidelines is developed to integrate gender-responsive value chain analysis.</p> <p>1-5. 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' is developed.</p> <p>1-6. The partner line ministries/departments integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects through the promotion by MOWA/PDWA.</p> <p>1-7. The scaling-up plans of the gender mainstreaming mechanisms for WEE at the sub-national levels is developed by MOWA during the Project period for their implementation after the termination of the Project in the provinces which are not targeted by the Project, which target the provinces other than the target provinces of the Project.</p>	<p>1-1. Minutes of meetings and reports of TWG-G Sub-group on WEE</p> <p>1-2. Updated Gender Terminology Booklet</p> <p>1-3. Updated 'Gender Statistics Leaflet', Developed provincial gender statistics</p> <p>1-4. Revised PGM Method Guidelines</p> <p>1-5. Developed "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels"</p> <p>1-6. Revised GMAPs and annual action plans of partner line ministries, annual plans of WCCC of the target provinces</p> <p>1-7. Developed scaling-up plan</p>	<p>GMAG members at the national and sub-national levels cooperate and participate in the Project activities.</p>	<p>1-1. It was agreed to share outputs and lessons learned with GMAG of partner ministries in the existing TWG-G WEE meeting with the Director of General Directorate for Gender Equality and Economic Development.</p> <p>1-2. After selecting 105 words through the consultation meetings with stakeholders, definition and translation works have been done.</p> <p>1-3. Preparation for developing provincial gender statistics for KPT and TBK provinces has been started.</p>	

<p>Outputs 2</p> <p>Gender mainstreaming mechanisms established by PGM2 is strengthened to promote women's economic empowerment (WEE) with market orientation in agriculture (chicken raising) at the sub-national levels in preparation for nation-wide diffusion and scaling-up.</p>	<p>2-1. The tools for the scaling-up activities on agriculture (chicken raising) is prepared based on the results of the gender-responsive socio-economic impact analysis of PGM2 and value chain analysis</p> <p>2-2. Scaling-up activities are planned, implemented, monitored and evaluated by PDWA and partner provincial departments in the three provinces (Kampong Chhnang Province, Kampong Thom Province, Tbong Khmum Province) selected based on the criteria decided by PDWA</p> <p>2-3. Scaling-up activities are coordinated and monitored through the WEE-WGworking-groups-on-WEE in the target provinces.</p> <p>2-4. Activities to maintain and expand the achievements of the scaling-up activities are integrated into the policies and activity plans of the partner line ministries/departments.</p>	<p>2-1. Developed tools (i.e. developed marketing manual on chicken raising)</p> <p>2-2. Developed activity plan of MOWA, Reports about PGM Methods workshops</p> <p>2-3. Minute of meetings and reports of working groups on WEE</p> <p>2-4. Annual plans and/or GMAPs of partner line ministries, Annual plans of WCCC of the target provinces</p>		<p>2-2. After revising the plan, scale-up activity has started to implement in Kampong Chhnang province.</p> <p>2-3. WEE-WG has been re-started and discussed the plan of scale-up activity in Kampong Chhnang province. Also, WEE-WG were newly established in Kampong Thom and Tboung Khmum provinces.</p>	
<p>Outputs 3</p> <p>Gender mainstreaming mechanisms are established to promote women's economic empowerment (WEE) in tourism industries with market orientation at the sub-national levels through implementation of pilot projects.</p>	<p>3-1. The pilot project activities are planned, implemented, monitored and evaluated by PDWA and partner provincial departments in the selected province (Siem Reap Province)</p> <p>3-2. Networking between public and private sectors are established to strengthen marketing of the pilot projects through WEE-WGworking-group-on-WEE.</p> <p>3-3. Results of various researches and studies on marketing are compiled, and tools are developed to strengthen marketing of the pilot projects.</p> <p>3-4. Socio-economic status of women engaged in tourism industries is improved. Indicators will be decided based on the baseline survey conducted by the Project.</p> <p>3-5. Activities to maintain and expand the achievements of the pilot projects are integrated into the policies and activity plans of the partner line ministries/departments.</p>	<p>3-1. Reports about PGM Methods workshops</p> <p>3-2. Minute of meetings and reports of WEE-WGworking-group-on-WEE</p> <p>3-3. Reports of marketing research, Developed tools</p> <p>3-4. Results of baseline and end-line survey</p> <p>3-5. Annual plans and/or GMAPs of partner line ministries, Annual plans of WCCC of the target province</p>		<p>3-1. Site selection was done based on the selection criteria agreed in the WEE-WG and the collected information.</p>	

Activities	Inputs		Pre-Conditions
	The Japanese Side	The Cambodian Side	
<p>(Preparation of the supporting setup at the national level)</p> <p>1-1. The Project encourages the stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate more actively in TWG-G Sub-group on WEE. The MOWA may establish an advisory board for WEE under TWG-G Sub-group on WEE, which is mainly consisted of stakeholders in the private sectors.</p> <p>1-2. The stakeholders of the scaling-up activities and pilot projects at the sub-national levels (i.e. the chairs of WEE-WGworking-groups-on-WEE) share the achievements and challenges of the Project activities in the meeting of TWG-G Sub-group on WEE and receive advices from the members.</p> <p>1-3. The members of the TWG-G Sub-group on WEE participate in the workshops, seminars and exchange visits related to the pilot projects and scaling-up activities at the sub-national levels.</p> <p>(Preparation of tools)</p> <p>1-4. The MOWA updates 'Gender Terminology Booklet'</p> <p>1-5. The MOWA updates 'Gender Statistics Leaflet'.</p> <p>1-6. Provincial gender statistics of the target provinces are developed based on the achievements of Output 2 and Output 3 by MOWA/PDWA with the support from MOP/PDOP.</p> <p>1-7. The PGM Methods Guidelines are revised integrating the gender-responsive value chain analysis method based on the achievements of the Output 2 and Output 3.</p> <p>1-8. The Project develops the 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' as improved comprehensive guidelines based on the achievements of the Output 2 and Outputs 3 by using the "Comprehensive Guidelines for WEE in Rural Areas" developed by PGM2 as reference.</p> <p>(The partner line ministries/departments)</p> <p>1-9. The MOWA provides technical support to update and implement the GMAPs of partner line ministries as necessary.</p> <p>1-10. The Project hold workshops on gender budgeting to the stakeholders of the partner line ministries.</p> <p>1-11. The Project encourages the partner line ministries/departments to integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects.</p> <p>(Development of the scaling-up plans)</p> <p>1-12. The MOWA develops the scaling-up plans of the gender mainstreaming mechanisms for WEE at the sub-national levels for their implementation after the termination of the Project, which target the provinces other than the target provinces of the project.</p> <p>1-13. The Project organizes a seminar to share the achievements, outcomes, best practices and lessons learned of the Project with all the stakeholders before the termination of the Project.</p> <p>1-14. The Project organizes a regional seminar to share the achievements, outcomes, best practices and lessons learned of the Project with the ASEAN countries at an appropriate timing.</p>	<p>1. JICA Experts</p> <ul style="list-style-type: none"> - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management <p>2. Seminars, workshops and trainings</p> <p>3. Necessary equipment for the project activities</p>	<p>1. Counterparts (C/P)</p> <p>2. Office space and facilities</p> <p>3. Local Cost</p>	<p style="text-align: center;"></p> <p><Issues and countermeasures></p>
<p>(Preparation of tools based on the achievements of PGM2)</p> <p>2-1. The Project conducts gender-responsive socio-economic impact analysis of the chicken raising pilot project of PGM2 in Kampong Cham province.</p> <p>2-2. The Project implements gender-responsive value chain analysis of chicken raising in Kampong Cham and compiles the methodology of the analysis.</p> <p>2-3. The PDWA and partner provincial departments develop a monitoring plan of the chicken raising pilot project of PGM2 based on the result of 2-1 and 2-2, and restart monitoring of the activities.</p> <p>2-4. The Project implements supplementary activities to follow-up the chicken raising pilot project of PGM2 based on the results of analysis conducted in 2-1 and 2-2 and monitoring conducted in 2-3.</p> <p>2-5. A working group to coordinate and monitor the activities for WEE implemented by PDWA and the partner provincial departments (possibly called as 'WEE-WGworking-group-on-WEE') is established in collaboration with Women Children Consultative Committee (WCCC). The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate in the WEE-WGworking-group-on-WEE.</p> <p>2-6. The results of the monitoring conducted by PDWA and partner provincial departments in 2-3 are periodically shared to coordinate activities and discuss about the possible solutions at the meetings of the WEE-WGworking-group-on-WEE.</p> <p>2-7. The Project revises the 'Monitoring Guidelines of Pilot Project' developed by PGM2 based on the monitoring activities conducted by PDWA and partner provincial departments under the coordination of WEE-WGworking-groups-on-WEE based on the activities of 2-5 and 2-6.</p> <p>2-8. The Project develops a gender-responsive marketing manual on chicken raising targeting farmers based on the achievement of 2-1, 2-2, 2-3 and 2-4, which is complementary with the 'Technical Manual on Agricultural Production (chicken raising)' developed by PGM2.</p> <p>(Preparation of the implementation of scaling-up activities)</p> <p>2-9. The MOWA develops implementation plans for scaling-up activities which specify the target, schedule, budget and human resources during the Project period.</p> <p>2-10. The MOWA defines the selection criteria for the target provinces of the scaling-up activities, and selects the target provinces accordingly. During the process of the selection, MOWA collects baseline data about the capacity of PDWA and partner provincial departments on gender mainstreaming in each target province.</p> <p>2-11. The working groups on WEE are established in the selected provinces under WCCC. The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institution) to participate in the WEE-WGworking-group-on-WEE as members. The action plans of WEE-WGworking-groups-on-WEE are developed and integrated into the WCCC annual plans and provincial development plans.</p>			

<p>(Planning of the scaling-up activities)</p> <p>2-12. The PDWA and partner provincial departments conduct policy analysis and gender analysis based on the steps of PGM Methods (from step1 to step4) through PGM Methods workshops facilitated by MOWA/PDWA. The socio-economic baseline data is collected on the female/male farmers and their gender issues are identified in the target areas of the scaling-up activities.</p> <p>2-13. The PDWA and partner provincial departments conduct gender-responsive value chain analysis based on the methodology developed in 2-2 through PGM Method workshop, which is considered as a complementary step to the PGM Methods.</p> <p>2-14. The PDWA and partner provincial departments develop plans for scaling-up activities on agriculture (chicken raising) through PGM Methods workshop (step5) facilitated by MOWA/PDWA.</p> <p>(Implementation and monitoring of the scaling-up activities)</p> <p>2-15. The PDWA and partner provincial departments implement activities in respective sector based on the plans developed in 2-14.</p> <p>2-16. The scaling-up activities are monitored based on the monitoring guidelines developed in 2-7 by PDWA and partner provincial departments. The results of the monitoring are periodically shared for coordinating activities and discussing about the possible solutions at the meetings of the WEE-WGworking groups-on-WEE. The results of the meetings of WEE-WGthe-working-groups-on-WEE are also shared in the monthly meetings of WCCC.</p> <p>(Feedback of the evaluation result of scaling-up activities)</p> <p>2-17. The PDWA and partner provincial departments conduct evaluation study on the scaling-up activities, including gender impact analysis based on the baseline data collected in 2-12 through PGM Methods workshop (step8) facilitated by MOWA/PDWA.</p> <p>2-18. The PDWA and partner provincial departments develop policy recommendations based on the results of evaluation study conducted in 2-17 through PGM Methods workshop (step9) facilitated by MOWA/PDWA.</p> <p>2-19. The partner provincial departments share the policy recommendations developed in 2-18 with WCCC and TWG-G Sub-group on WEE and propose them to be integrated into their policies and plans. The MOWA/PDWA provide them with necessary information about resource mobilization and gender budgeting.</p>			
<p>(Prepare the setup to implement the pilot projects in tourism industries)</p> <p>3-1. The WEE-WGworking-group-on-WEE is established in the selected province. The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate in the WEE-WGworking-group-on-WEE as members. The action plans of WEE-WGworking-groups-on-WEE are developed and integrated into the WCCC annual plans and provincial development plans.</p> <p>(Planning of the pilot projects in tourism industries)</p> <p>3-2. The PDWA and partner provincial departments conduct policy analysis and gender analysis based on the steps of PGM Methods (from step1 to step4) through PGM Method.</p> <p>3-3. The PDWA and partner provincial departments conduct gender-responsive value chain analysis on tourism industries based on the methodology developed in 2-2 through PGM Method workshop facilitated by MOWA/PDWA. Information collection and analysis about marketing are also conducted for the pilot projects, including exploring and utilizing of the local resources.</p> <p>3-4. The PDWA and partner provincial departments develop plans for pilot projects on tourism industries through PGM Methods workshop (step5) facilitated by MOWA/PDWA.</p> <p>3-5. The gender-responsive socio-economic baseline survey, including information collection about the gender issues, is conducted about the target industries and areas of the pilot projects decided in 3-4. The results of the survey are compiled to a report.</p> <p>(Implementation and monitoring of the pilot projects on tourism industries)</p> <p>3-6. The PDWA and partner provincial departments implement activities in respective sector based on the plans developed in 3-4.</p> <p>3-7. The pilot project activities are monitored based on the monitoring guidelines developed in 2-7 by PDWA and partner provincial departments. The results of the monitoring are periodically shared for coordinating pilot project activities and discussing about the possible solutions at the meetings of the WEE-WGworking-group-on-WEE. The results of the meetings of the WEE-WGworking-groups-on-WEE are also shared in the monthly meetings of WCCC.</p> <p>3-8. The Project implements gender-responsive marketing activities in tourism industries and develops and defuse hands-on tools for marketing in tourism industries targeting stakeholders at the grassroots levels.</p> <p>(Feedback of the evaluation result of pilot projects)</p> <p>3-9. The PDWA and partner provincial departments conduct evaluation study on the pilot projects, including gender impact analysis based on the baseline data collected in 3-5 through PGM Methods workshop facilitated by MOWA/PDWA. The Project compiles the results of the evaluation study as end-line</p> <p>3-10. The PDWA and partner provincial departments develop policy recommendations based on the results of the evaluation study conducted in 3-9 through PGM Methods workshop facilitated by MOWA/PDWA.</p> <p>3-11. The partner provincial departments share the policy recommendations developed in 3-10 with WCCC and TWG-G Sub-group on WEE and propose them to be integrated into their policies and plans. The MOWA/PDWA provide them with necessary information about resource mobilization and gender budgeting.</p>			

1. List of Japanese Experts

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming	Akane Nakamura	2.53 / 14.00 0.0 / 0.3 (in Japan)
Deputy Chief Advisor/ Gender Mainstreaming	Michiko Tsurumine	0.43 / 8.17
Institutional Development/ Governance	Rie Fusamae	1.83 / 11.50
Women's Economic Empowerment	Yasuko Yagi	2.37 / 12.83
Market and Business Development	Naoko Ogawa	1.57 / 13.33
Coordinator/Training Management	Mirei Sakamoto	1.17 / 14.70 0.0 / 0.5 (in Japan)

As of 28th February 2019

2. List of Counterparts (Ministry of Women's Affairs: MoWA)

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Hou Nirmitta	Director	Gender Equality (GED)
5	Ms. Soth Sithan	Directors	Economic Development (EDD)
6	Mr. Tim Phiyary	Deputy Director	PSD
7	Ms. Nith Sreya	Deputy Director	PSD
8	Ms. Khim Sovanny	Chief Office	PSD
9	Ms. Te Tevy	Chief Office	PSD
10	Ms. Chan Vanny	Chief Office	GED
11	Ms. Meach Sotheary	Chief Office	GED
12	Ms. Chhi Ratta	Official	Cabinet of Minister
13	Mr. Sok Chheng	Chief Office	EDD
14	Mr. Meas Chiwut	Vice Chief Office	GED
15	Ms. Ouk Kosomakesey	Vice Chief Office	PSD
16	Ms. Chea Socheata	Vice Chief Office	PSD
17	Ms. Somthun Chanchariya	Vice Chief Office	PSD
18	Mr. Pin Soksratum	Vice Chief Office	PSD
19	Mr. Ham Siphath	Vice Chief Office	EDD
20	Ms. Chea Chanvanny	Officer	EDD
21	Ms. Heng Samphos	Officer	PSD

3. List of Focal Points of MoWA in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Vice Chief Office	GED
	Ms. Chan Vanny	Chief Office	GED
	Mr. Sok Chheng	Chief Office	EDD
Kampong Thom	Ms. Chea Socheata	Vice Chief Office	PSD
	Ms. Ouk Kosomakesey	Vice Chief Office	
	Ms. Somthun Chanchakriya	Vice Chief Office	
Tbong Khmum	Ms. Te Tevy	Chief Office	PSD
	Mr. Ham Siphath	Vice Chief Office	EDD
	Ms. Heng Samphos	Officer	PSD
Siem Reap	Ms. Nith Sreya	Deputy Director	PSD
	Ms. Chea Chanvanny	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Vice Governor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Lay Nareth	Deputy Director PDOP	Member
4	Him Sochetta	Deputy Director PDIH	Member
5	Soam Sinath	Deputy Director PDLVT	Member
6	Kay Sokchea	Deputy Director PDRD	Member
7	Hy Ratana	Chief Office, PDOC	Member
8	Sun Kimsean	Vice Chief Office, PDRD	Member
9	Nhim Sokha	PDLVT	Member
10	Chhin Kanha	PDAFF	Member
11	Thaurnk Kim Chheang	Vice Chief Office, PDAFF	Member
12	Ith Sophany	PDOWA	Member
13	Ven Sreyleak	PDIH	Member
14	Seung Channy	PDOP	Member
15	Yin Chenda	PDOP	Member
16	Tim Chi	PDRD	Member
17	Khiev Pros	PDLVT	Member
18	Seung Pisen	PDOC	Member
19	Ouk Sokha	PDOC	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Vice Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Lay Aun	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Deputy Director, PDWA	Chair
2	Hok Sovila	PDOT	Deputy
3	Bun Chrib	Deputy Director, PDLVT	Member
4	Srey Sokun	Deputy Director, PDOP	Member
5	Sar Reune	Deputy Director, PDAFF	Member
6	Seur Siharith	Deputy Director, PDRD	Member
7	Tob Thoeun	Deputy Director, PDIH	Member
8	Team Phally	Deputy Director, PDOC	Member
9	Phoeun Sokna	PDIH	Member
10	Chhun Sophoan	PDWA	Member
11	Luy Ratana	PDWA	Member
12	Morm Simorn	PDOP	Member
13	Sab San	PDOP	Member
14	Lim Hong	PDOC	Member
15	Roeun Oeuy	Provincial Council	Member
16	Luch Kunthea	PDWA	Member
17	Nan Mao	PDWA	Member
18	Sorn Sidalin	PDOT	Member
19	Nhornh Makara	PDWA	Member
20	Prum Sophea	PDAFF	Member
21	Khean Seryvuth	PDRD	Member
22	Pot Saroeut	PDRD	Member
23	Say Sothol	PDLVT	Member
24	Bor Bun	PDAFF	Member
25	Hieng Putheara	PDLVT	Member
26	Long Somavattay	PDIH	Member
27	Cheim Soram	PDLVT	Member
28	Sou Pola	PDOC	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Vice Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDIH	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Sear Longthearoth	Deputy Director, PDOC	Member

7	Seng Cheasok	Deputy Director, PDRD	Member
8	Hiev Chanry	PDWA	Member
9	Hun Sam At	PDWA	Member
10	Sou Pharin	PDWA	Member
11	Huon Chenda	PDWA	Member
12	Men Chanthoeun	PDAFF	Member
13	Hun Kotal	PDAFF	Member
14	Neang Sopheak	PDLVT	Member
15	Yin Ryong	PDLVT	Member
16	Ros Kimchaey	PDIH	Member
17	Hun Somnang	PDIH	Member
18	Piev Theary	PDOC	Member
19	Sa Vorn	PDOC	Member
20	Oem Sokleng	PDOP	Member
21	Vann Sarong	PDOP	Member
22	Tann Molika	PDRD	Member
23	Tann Saimeng	PDRD	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Vice Governor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Ros Sopheak	Provincial Council	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Sreur Engly	Deputy Director, PDLVT	Member
6	Cheng Chhunny	Deputy Director, PDIH	Member
7	Kheur Vannthach	Deputy Director, PDOP	Member
8	Meas Sambath	Deputy Director, PDRD	Member
9	Son Sarat	Deputy Director, PDAFF	Member
10	Ching Chun	PDLVT	Member
11	Pech Chordaphea	PDWA	Member
12	Phorn Lanita	PDWA	Member
13	Hor Lenghong	PDOC	Member
14	An Darika	PDOC	Member
15	Chea Kimhong	PDIH	Member
16	Keo Viriya	PDRD	Member
17	Cham Chanraksmey	PDRD	Member
18	Choam Sreymao	PDAFF	Member
19	Chroeng Sothea	PDAFF	Member
20	Ny Sokheann	PDOP	Member
21	Ret Rotana	PDOP	Member

8. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
3	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)

TO: CR of JICA Cambodia

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 5 (Term: March 2019 – August 2019)
Name: Te Vouchlim, Director, Planning and Statistics Department,
 Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date: 31 October 2019

I. Summary

1 Progress

1-1 Progress of Inputs (for details, see Attachment)

Japanese side

- Six Japanese experts¹ were dispatched. Some modifications were made in the timing and length of the dispatch for the timely implementation of project activities.
- Operational costs for project implementation including the procurement of equipment² and hiring five local staff members (a Senior Coordinator, a Senior Field Coordinator, a Field Coordinator, an Assistant Coordinator and a Driver) were disbursed.

Cambodian side

- Although some of the Counterparts (C/Ps) of MOWA³ were replaced, Twelve C/Ps of MOWA have been assigned as Focal Points (hereinafter refer to as F/Ps) in charge of provincial-level activities as of the end of August 2019.⁴
- The members of the Women's Economic Empowerment Working Group (WEE-WG) have not been changed so far in four provinces (Kampong Chhnang Province,⁵ Siem Reap Province,⁶ Kampong Thom Province⁷ and Tboung Khmum Province⁸).

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 8 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

⁷ See Attachment 6 List of WEE Working Group Members in Kampong Thom Province.

⁸ See Attachment 7 List of WEE Working Group Members in Tboung Khmum Province.

1-2 Progress of Activities

Preparation of the supporting setup at the national level

Activity 1-1. (Resumption of TWG-G Sub-group on WEE)

Activity 1-2. (Sharing the achievements and challenges of the project activities in TWG-G Sub-group on WEE)

- Because it is too early to share the outputs and identify findings from the implementation of the scaling-up activities and pilot activities, no relevant activities have been done to the Technical Working Group on Gender (TWG-G) sub-group on WEE (hereinafter referred to as 'TWG-G WEE'). However, during the Project Advisory Mission in July 2019, MOWA and JICA agreed that the Project would use TWG-G WEE meetings on an ad-hoc basis as well as semester and annual meetings of Gender Mainstreaming Action Groups (GMAGs) to share information and encourage stakeholders such as line ministries to discuss the progress, outputs, and lessons learned from the project activities.

Activity 1-3. (Participation of the members of TWG-G Sub-group on WEE in project activities)

- H E They Kheam, Director of Demographic, Statistics, Census and Survey Department, Ministry of Planning, presented an overview of statistics in the workshops for preparing provincial statistical booklet in Kampong Thom and Tbong Khmum provinces (1st workshop on 25-26 (Kampong Thom province) and 28-29 March (Tbong Khmum province), 2nd workshop on 26-27 June (Tbong Khmum province) and 3-4 July (Kampong Thom province)).

Preparation of tools

Activity 1-4. (Gender Terminology Booklet)

- All the 105 terms had been translated into Khmer and checked by the Senior Coordinator of the Project. Once they are approved in the consultation meeting among the counterparts of MOWA and the relevant line ministries, the Project will start preparations for editing and printing. It is still necessary to follow up on the dissemination schedule of Cambodia Gender Assessment (CGA), which is to be distributed in a few months, and examine whether the booklet can be published and distributed as part of CGA.

Activity 1-5. (Gender Statistics Leaflet)

Completed during the first batch of the Project.

Activity 1-6. (Provincial Gender Statistics)

- Through discussions among the concerned PDs in the two workshops and consultation with the other PDs, provincial gender statistics have been drafted in TBK and KPT respectively.

Activity 1-7. (Revising the PGM Methods Guidelines)

Activity 1-8. (Developing the WEE Guideline)

Will be taken up later.

Supports for the partner line ministries/departments

Activity 1-9. (Technical support to update and implement the GMAPs)

Activity 1-10. (Workshops on gender budgeting)

Activity 1-11. (Integration of activities and advices in the policy recommendations)

Will be taken up later.

Development of the scaling-up plans

Activity 1-12. (Development of the scaling-up plans)

Activity 1-13. (A seminar to share the achievements, outcome, best practices, etc.)

Activity 1-14. (A regional seminar to share the achievements, outcomes, best practices, etc.)

Will be taken up later.

Preparation of tools based on the achievements of PGM2

Activity 2-1. ~ 2-6. (Socio-economic impact analysis, value chain analysis, monitoring plan, follow-up activities, etc. in Kampong Cham province)

Activity 2-7. (Revision of the monitoring guidelines for pilot project)

Activity 2-8. (Gender-responsive marketing manual on chicken raising)

Completed during the first batch of the Project.

Preparation of the implementation of scale-up activities

Activity 2-9. (Implementation plans for scale-up activities)

Activity 2-10. (Selection of the target province for chicken-raising)

Completed during the first batch of the Project.

Activity 2-11 (WEE-WG establishment in the target provinces)

- The WEE-WGs had already been established in Kampong Chhnang, Kampong Thom, and Tbong Khmum provinces.

Planning of the scale-up activities

PGM-WEE is currently rolling out scale-up activities only in Kampong Chhnang province. The activities in Kampong Thom and Tbong Khmum provinces are to start in late 2019.

Activity 2-12 (Policy analysis and gender analysis: PGM method step 1-4)

- The report on the baseline survey in Kampong Chhnang province, which was conducted in January 2019, was to be finalized in August 2019. However, as it has taken more time to coordinate with the MOWA counterparts than expected, it will be finalized by the end of 2019.

Activity 2-13 (A gender-responsive value chain analysis)

Completed during the first batch of the Project.

Activity 2-14 (Scale-up project planning: PGM method step 5)

Completed.

Implementation and monitoring of the scale-up activities

PGM-WEE is currently rolling out scale-up activities only in Kampong Chhnang province. The activities in Kampong Thom and Tbong Khmum provinces are to start in late 2019.

Activity 2-15 (Implementation of the scale-up activities)

- Six technical training sessions, two gender ones and site visit were conducted in Kampong Chhnang province. WEE-WG requested the village chiefs to notify all villagers of the training schedule in advance. However, the numbers of both female and male participants in the training gradually decreased during the rainy season because they were busy with rice farming. To increase the participation of women who work at the garment factory in the training, MOWA and the project conducted a series of gender training on weekends. This resulted in more women participating in the two gender training sessions than the other training sessions on weekdays.

No	Topic of the Training and the Site-Visit	Date	No. of Participants	
			Women	Men
1	Chicken raising (Building a Shelter), Market information	28-29 Jan. 19	57	86
2	Business planning, Business capital	12-13 Feb. 19	33	38
3	5S, Chicken raising (Chicken breeding)	27-28 Mar. 19	46	34
4	Chicken raising (Feeding), 5S	8-9 Apr. 19	38	45
5	Chicken raising (Care to chicken)	16-17 May 19	31	42
6	Chicken raising (Vaccination)	20-21 Jun. 19	22	27
7	Gender training (1) Concept of WEE	30 Jun. 19	53	19
8	Gender training (2) Critical things for promoting WEE	14 Jul. 19	49	16
9	Business planning	25-26 Jul. 19	26	22
10	Learning from the Successful Chicken Farmers	8 Aug. 19	12	15
11	Record keeping, Business capital	22-23 Aug. 19	21	20

- To comprehend the level of the participants' understanding by gender, pre-tests and post-tests were conducted in every session. The tests confirmed differences between men and women in the

percentages of questions answered correctly.

- Because most of the women participating in the training were illiterate, it was difficult to have them clearly understand the content of the training. Accordingly, the training used visual aids such as flip charts and plastic posters to show important points in photos and illustrations instead of written descriptions as much as possible.
- Reactions of the training participants made it clear that it was more effective to conduct practical training than to teach only theories through facilitation by PDs. Business training had not only the facilitation by PDs but also group work by the participants. The two methods helped both men and women understand clearly how to make business plans and keep records. It was also confirmed that the use of cards with pictures is very effective when some of the participants are illiterate.
- To make chicken raising business a success, it is critical to reduce chicken mortality. Thus, PDAFF carefully explained to all the participants how to diagnose chicken lesions, how to use vaccines, and the benefits of vaccines. PDAFF also demonstrated to the participants how to vaccinate chicks. As a result, both men and women understood the benefits of vaccines and participated actively in the training. However, it was the first time for many participants to learn about vaccination for chickens, and few farmers vaccinated chicks after the training. Accordingly, PDAFF had to follow up on the participants several times to ensure that they applied vaccines.
- Targeting those who want to start chicken raising as a business, PDAFF planned to visit successful poultry farmers in Bra Sneb commune, Rolea B'ier district in Kampong Chhnang province. The purpose of the field visit was to share experiences, such as how the successful farmers addressed challenges in starting chicken raising, and changes in their lives brought by income from chicken raising.
- Gender training was prepared with the following three topics: (1) concept of WEE, (2) critical elements for promoting WEE, and (3) importance and impacts of WEE. Bearing in mind that many people in the target villages are illiterate, the MOWA counterparts, PDWA, and Japanese experts strived to devise means to deliver key messages in a way that the villagers can understand and keep them motivated to learn gender issues.
- In gender training (1), the gender division of labour with regard to household chores, economic activities and community work was assessed by using the gender analytical tool of 'activity profile'. Then, the purpose of the project (PGM-WEE) was explained to support women to gain more opportunities to take part in economic activities and promote more equitable division of labour between women and men. It was reported that both women and men shared their ideas in group discussions and clearly understood the concept of WEE.
- In gender training (2), a group discussion was held to examine to what extent women and men are satisfied with the current situation by assessing the status of women's empowerment in the aspects of opportunity, sharing information, sharing roles, income control, and decision making. Most of the participants were satisfied with the tools, i.e. checklist and rating analysis, that were used for group

discussion. The results of the group discussion showed that most of the participants, both women and men, were also happy with the current situation. However, a few participants were unhappy, especially with the status in income control and decision making. It was also found that most participants felt they understood the gender roles, but thought women and men were not yet equal in family decision making and controlling family income.

Activity 2-16 (Monitoring of the scale-up activities)

- Monitoring of the scale-up project in Kampong Chhnang province was conducted in April–May 2019 and August 2019 for: 1) tracking how target villagers were applying the knowledge and techniques they acquired; 2) identifying any difficulties that female farmers faced; and 3) defining countermeasures against those difficulties.
- In the first monitoring, WEE-WG members collected data through interviews with target farmers, analysed collected data, and proposed countermeasures against identified problems. In the light of the lessons learnt from the monitoring designing workshop, tools such as a work sheet for data analysis were prepared to help WEE-WG members incorporate a gender perspective better in their analysis. MOWA counterparts also simulated data analysis prior to the monitoring. WEE-WG members analysed aggregated data first to identify issues in farmers' application of the knowledge and techniques that they acquired in the training sessions. Then they analysed gender-disaggregated data to find out difficulties and constraints female farmers are facing in terms of: a) application of knowledge and techniques; b) participation in training sessions; c) sharing of acquired knowledge and techniques with their spouse; and d) negative changes on women and gender relations as a result of the project implementation.
- The major issues and countermeasures are as follows: (1) Many of the target farmers did not construct chicken shelters and co-ops because of a lack of materials and financial resources. In the subsequent training sessions, it is necessary to explain to the farmers where they can obtain necessary materials at a low or no cost; (2) Few target farmers prepared a business plan or kept records on chicken raising. It is necessary to present to the target farmers easier methods with a visual aid and through exercises rather than lectures. For illiterate women, their family members should be invited to the training; and (3) With regard to gender relations in the family, no notable issues were found. In fact, the monitoring results shows that the vast majority of the target female villagers had few or no problems with regard to sharing of household chores, information sharing, and workload in chicken raising.
- The second monitoring was conducted in the same way as the first monitoring. WEE-WG members revised the first-monitoring questionnaires to include questions to track the target farmers' situation concerning training topics taken after the first monitoring. The sample size was smaller than the first monitoring because a few target farmers had to be excluded. The WEE-WG members did not find notable differences between issues facing men and women.

- The major issues and proposed countermeasures are as follows: (1) Most of the farmers who participated in the chicken vaccination training did not vaccinate their chickens. Animal health workers of the District Agriculture Office should follow up on the farmers and conduct refresher training; (2) The target villagers still do not understand how to select good chicks. Follow-up activities or refresher training would be required; and (3) Many of the farmers still do not apply the knowledge and techniques on construction of chicken shelters. Support should be provided through follow-up activities.
- As in the first monitoring, no notable issues were identified with regard to gender relations in the family, although some women answered that their family members do not help them with household chores much. It should be noted that the majority of the male and female interviewees in the second monitoring answered that, after the first and second gender training sessions, they took action to change the sharing of roles with their spouse in household chores, decision making on chicken raising activities, and income control.

Feedback of the evaluation result of scaling-up activities

Activity 2-17 (Evaluation study on the scaling-up activities)

Activity 2-18 (Policy recommendations based on the results of evaluation)

Activity 2-19 (Sharing the policy recommendations with WCCC and TWG-G Sub-group on WEE)

Will be taken up later.

Prepare the setup to implement the pilot project in the tourism industry

Activity 3-1 (WEE Working Group establishment in the pilot province)

Completed during the first batch of the Project.

Planning of the pilot projects in tourism industries

Activity 3-2 (Policy analysis and gender analysis: PGM method step 1-4)

Activity 3-3 (Value chain analysis)

Completed during the first batch of the Project.

Activity 3-4. (Pilot project planning: PGM method step 5)

- In the first batch of the project, the plan for the pilot activities was developed, and the two Community-Based Tourism (CBT) sites were selected. However, the project and the MOWA counterparts decided to re-examine the contents of the pilot activities because most of the selected target groups were unable to bear the initial costs for starting or expanding business. Therefore, through discussions with PDWA and the PDs, the contents were re-arranged as a series of training sessions targeting rural women and aiming to have them obtain basic skills for starting or expanding

business. This scheme was named Village Business School.

Activity 3-5. (Socio-economic baseline survey)

- As mentioned above, because the project decided to offer training opportunities rather than direct support for business start-up and expansion, it was hard for the project to contribute directly to improving the socio-economic status of women in the target sites as planned (set as Indicator 3-4). However, as it was still useful to collect relevant information on gender issues in the target sites, a session was held to analyse the gender gap in accessing and controlling available resources and expected benefits from business (see Activity 3-6 below).

Implementation and monitoring of the pilot projects in tourism industries

Activity 3-6 (Implementation of the pilot activities)

- During this period, an orientation for registration was held twice in each target site. At the end of the orientation, the number of tentative registrants was 50 (including 36 women) in Knar Por CBT site and 68 (including 47 women) in Kampong Phluk CBT site.
- Following the orientations, three sessions each (introduction, gender analysis and 4P analysis) were conducted in the two target sites. At the end of the introduction session, the number of final registrants was 30 (including 23 women) in Knar Por CBT site and 30 (including 28 women) in Kampong Phluk CBT site.

No	Topic of the Session	Date	No. of Participants	
			Women	Men
1	Introduction	25-26 Jun. 19	51	9
2	Gender Analysis	10-11 Jul. 19	102	26
3	Business Analysis	16-17 Jul. 19	46	2

- In each target site, a gender analysis session was conducted to have the participants realize the gender gap in access and control of both available resources for starting and expanding business and expected benefits from business. The session's tool was the 'access & control analysis framework'. It is also important for PDWA and PDs to collect relevant information on gender relations in business and households in the target sites, and identify gender issues and needs with regard to access and control of resources and benefits as a possible bottleneck, especially for women, in starting and expanding business.
- Because most of the participants are in both CBT sites were illiterate just like Kampong Chhnang province, the contents of the session and the mode of facilitation were made as simple as possible. Because of PDs' solid support to the participants, the group work went smoothly with active discussions and sharing of experiences. The group work revealed some gender gaps, especially in training opportunities, access to necessary information, and financial management.

- In the business analysis session, based on the 4P (Product, Price, Promotion, Place) analytical framework, the participants examined the results of several undertakings to improve the goods or the services that they had provided. The analysis revealed that the objective of improving the goods or the services was not clear and efforts with regard to price, promotion and place tended to be left to others. Furthermore, the analysis confirmed the importance of understanding the customer's needs and learning systematically the process for improving business. Based on those analyses, the PDWA and PDs will provide technical training programs to acquire practical business skills.

Activity 3-7 (Monitoring of the pilot activities)

Activity 3-8 (Gender-responsive marketing activities)

Will be taken up later.

Feedback of the evaluation result of pilot projects

Activity 3-9 (Evaluation study on the pilot activities)

Activity 3-10 (Policy recommendations based on the results of evaluation)

Activity 3-11 (Sharing the policy recommendations with WCCC and TWG-G Sub-group on WEE)

Will be taken up later.

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MOWA and PDWA for WEE promotion)

- The scaling-up and pilot activities in Kampong Chhnang and Shem Reap provinces have just started. Thus, it is too early to share the achievements, outcomes, best practices and lessons learned from the project activities with the line ministries in the TWG-G Sub-group on WEE.
- It is fair to say that 60% of Indicator 1-2 ('Gender Terminology Booklet is updated') was achieved because all the 105 terms were translated into Khmer and checked by the project senior coordinator.
- It has already been recognized that a capacity development plan for MOWA and PDWA counterparts to strengthen advocacy and coordination ability as well as to acquire necessary knowledge and skills for promoting WEE at the sub-national level should be prepared in coordination with the MOWA management, especially the relevant departments such as the EDD and the GED. However, it is still difficult to identify and define the necessary capacities for the project to strengthen on the basis of the needs of MOWA and PDWA counterparts. In the project advisory mission in July 2019, it was also agreed that the project would strengthen the counterparts' capacity in line with the Terms of Reference (TOR) of three MOWA departments based on MOWA's capacity-building framework that elaborates capacities that MOWA department officials need to

acquire. Necessary measures will be taken in the next period.

Output 2 (Gender mainstreaming mechanism (agriculture) strengthened)

- In Kampong Chhnang province, six technical training sessions, two gender ones and site visit) and two monitoring sessions were held in cooperation with PDWA and several PDs such as PDAFF, PDOC, PDRD and PDLVT in the four target villages. As two thirds of the scaling-up activities in Kampong Chhnang province had been completed, it is fair to say that about 20% of Indicators 2-2 and 2-3 were achieved.
- It is also planned that the scaling-up activities in Kampong Thom and Tbong Khmum provinces will start after the development of provincial gender statistics is completed.

Output 3 (Gender mainstreaming mechanism (tourism) established)

- It is fair to say that 15% of Indicator 3-1 was achieved because the registration and the introductory and analytical sessions were conducted in the selected target sites in Siem Reap province.
- As mentioned above, because the project offers training opportunities rather than direct support to business start-up and expansion, it is hard for the project to contribute directly to improving the socio-economic status of women in the target sites as planned. However, through the gender analysis session in July 2019, necessary information was collected for analysing the gender gap in accessing and controlling available resources and expected benefits from business.

1-4 Achievement of the Project Purpose

- Planned activities for achieving the Project Purpose have been implemented as planned; however, at the present stage it is too early to measure the achievements by two indicators set in the PDM.
- Regarding the Project Purpose, in the advisory mission in July 2019, MOWA and JICA agreed that the project would aim to strengthen the gender mainstreaming mechanism with regard to the following three elements: 1) recommendations for policy implementation, 2) institutional arrangements and methods, and 3) adequate advocacy and coordination capacity of officials of MOWA and PDWA. Therefore, the project must emphasize the achievement of outputs and activities in response to these three elements.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
It is important to strengthen relationships among the GMAG members and MOWA to reinforce a forum for promoting WEE at the sub-national level. Such forum would help the GMAG members and MOWA

share information including progress and achievements of the project activities in the TWG-G Sub-group on WEE and the GMAG meeting. It would also invite officials who would take part in the project activities especially at the sub-national level.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentrating processes

The new NCDD's policy on promotion of gender equality for sub-national democratic development was endorsed in May 2019. Thus, it is fair to say that the policy basis for promoting gender mainstreaming in the decentralisation and deconcentration (D&D) process was set. In the advisory mission in July 2017, MOWA and JICA also agreed that the project framework, goals, outputs and activities would be re-organized from the perspective of maximizing policy implications identified from the activities on the ground, in close alignment with the NCDD's policy.

1-6 Progress of Actions undertaken by JICA

From 22 to 26 July 2019, the project advisory mission was dispatched from the JICA headquarters to discuss with MOWA the progress and achievement of the project. In the mission, JICA and MOWA agreed to revise the framework of the project taking into consideration the following points: 1) emphasizing policy-level recommendations on WEE, 2) re-definition of the strengthening of the gender mainstreaming mechanism, 3) scope of WEE, 4) institutional arrangements, and 5) use of the WEE guideline. Following the mission, the mid-term evaluation survey was held in September 2019, and the revised policy framework will be proposed and discussed in the next JCC by the end of 2019.

1-7 Progress of Actions undertaken by Government of Cambodia

Nothing in particular

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen gender mainstreaming mechanism in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None

2 Delay of Work Schedule and/or Problems (if any)

- Baseline survey report in KCH province
- Gender terminology booklet
- Gender statistics booklet in KPT and TBK provinces

3 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO)

No modification was made on the revised PO in the previous monitoring sheet. (see. PM Form 3-3)

3-2 Other modifications on detailed implementation plan

No modification was made on the revised PDM in the previous monitoring sheet. (see. PM Form 3-2)

4 Preparations Done by the Government of Cambodia toward after completion of the Project

As mentioned above, it is crucial to make sure that the project is closely aligned with the NCDD policy.

II. Project Monitoring Sheet I & II *as Attached*

Project Monitoring Sheet (Revision of Project Design Matrix)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)

Implementing Agency: Ministry of Women's Affairs (MOWA)

Target Group: [Direct Target]
Officers of MoWA (national) and PDWA (sub-national)

[Indirect Target]

Women and men in the target provinces, Gender Mainstreaming Action Groups (GMAGs) and Gender Focal Points (both at the national and sub-national levels) of Partner Line Ministries: Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MIH), Ministry of Commerce (MOC), Ministry of Rural Development (MRD), Ministry of Labor and Vocational Training (MLVT), Ministry of Tourism (MOT)

Period of Project: February 2017 – July 2018 (First Batch) September 2018 – February 2022 (Second Batch)

Version: 0

Project Site: Phnom Penh and 4 selected provinces (Kampong Chhnang, Kampong Thom, Tbong Khmum and Siem Reap)

Model Site: Kampong Cham

Date: 31 August 2019

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
<p>Overall Goal Women's economic empowerment (WEE) is promoted through gender-responsive programs and projects implemented by line ministries/departments through advocacy and coordination by MOWA/PDWA in all the 25 capital and provinces in Cambodia.</p>	<p>Gender-responsive programs and projects are planned and implemented by line ministries through improved PGM Methods workshops facilitated by MOWA/PDWA in all the 25 capital and provinces.</p>	<p>1. Report about PGM Methods Workshops 2. Annual reports of WCCC</p>			<p>It should be re-examined how the project can involve WCCC into the project activities.</p>
<p>Project Purpose Gender mainstreaming mechanisms are strengthened to promote women's economic empowerment (WEE) at the sub-national levels by the partner line ministries/departments through advocacy and coordination by MOWA/PDWA.</p>	<p>1. The "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" are authorized and distributed. 2. The scaling-up plans of gender mainstreaming mechanisms are integrated into the annual plan or Neary Rattanak (the Five Year Strategic Plan) of MOWA.</p>	<p>1. Published "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" 2. Annual plans and 5th Neary Rattanak of MOWA</p>	<p>Decentralization and deconcentration processes is continuously gender-responsive.</p>		<p>It should be re-examined what elements of gender mainstreaming mechanisms are aimed to be strengthened and scaled up.</p>
<p>Outputs 1 The capacity of MOWA/PDWA is strengthened to promote women's economic empowerment (WEE) at the sub-national levels through gender mainstreaming mechanisms.</p>	<p>1-1. Networking among the stakeholders at the national and sub-national levels is established to promote WEE through TWG-G Sub-group on WEE. 1-2. 'Gender Terminology Booklet' is updated. 1-3. 'Gender Statistics Leaflet' is updated and provincial gender statistics is developed in the target provinces. 1-4. Revised PGM Methods Guidelines is developed to integrate gender-responsive value chain analysis. 1-5. 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' is developed. 1-6. The partner line ministries/departments integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects through the promotion by MOWA/PDWA. 1-7. The scaling-up plans of the gender mainstreaming mechanisms for WEE at the sub-national levels is developed by MOWA during the Project period for their implementation after the termination of the Project in the provinces which are not targeted by the Project, which target the provinces other than the target provinces of the Project.</p>	<p>1-1. Minutes of meetings and reports of TWG-G Sub-group on WEE 1-2. Updated Gender Terminology Booklet 1-3. Updated 'Gender Statistics Leaflet', Developed provincial gender statistics 1-4. Revised PGM Method Guidelines 1-5. Developed "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" 1-6. Revised GMAPs and annual action plans of partner line ministries, annual plans of WCCC of the target provinces 1-7. Developed scaling-up plan</p>	<p>GMAG members at the national and sub-national levels cooperate and participate in the Project activities.</p>	<p>1-1. It was agreed to share outputs and lessons learned with GMAG of partner ministries in the existing TWG-G WEE meeting with the Director of General Directorate for Gender Equality and Economic Development. 1-2. After selecting 105 words through the consultation meetings with stakeholders, definition and translation works have been done. 1-3. Preparation for developing provincial gender statistics for KPT and TBK provinces has been started.</p>	

<p>Outputs 2 Gender mainstreaming mechanisms established by PGM2 is strengthened to promote women's economic empowerment (WEE) with market orientation in agriculture (chicken raising) at the sub-national levels in preparation for nation-wide diffusion and scaling-up.</p>	<p>2-1. The tools for the scaling-up activities on agriculture (chicken raising) is prepared based on the results of the gender-responsive socio-economic impact analysis of PGM2 and value chain analysis</p> <p>2-2. Scaling-up activities are planned, implemented, monitored and evaluated by PDWA and partner provincial departments in the three provinces (Kampong Chhnang Province, Kampong Thom Province, Tbong Khmum Province) selected based on the criteria decided by PDWA</p> <p>2-3. Scaling-up activities are coordinated and monitored through the WEE-WG working groups on WEE in the target provinces.</p> <p>2-4. Activities to maintain and expand the achievements of the scaling-up activities are integrated into the policies and activity plans of the partner line ministries/departments.</p>	<p>2-1. Developed tools (i.e. developed marketing manual on chicken raising)</p> <p>2-2. Developed activity plan of MOWA, Reports about PGM Methods workshops</p> <p>2-3. Minute of meetings and reports of working groups on WEE</p> <p>2-4. Annual plans and/or GMAPs of partner line ministries, Annual plans of WCCC of the target provinces</p>		<p>2-2. After revising the plan, scale-up activity has started to implement in Kampong Chhnang province.</p> <p>2-3. WEE-WG has been re-started and discussed the plan of scale-up activity in Kampong Chhnang province. Also, WEE-WG were newly established in Kampong Thom and Tbong Khmum provinces.</p>	
<p>Outputs 3 Gender mainstreaming mechanisms are established to promote women's economic empowerment (WEE) in tourism industries with market orientation at the sub-national levels through implementation of pilot projects.</p>	<p>3-1. The pilot project activities are planned, implemented, monitored and evaluated by PDWA and partner provincial departments in the selected province (Siem Reap Province)</p> <p>3-2. Networking between public and private sectors are established to strengthen marketing of the pilot projects through WEE-WG working group on WEE.</p> <p>3-3. Results of various researches and studies on marketing are compiled, and tools are developed to strengthen marketing of the pilot projects.</p> <p>3-4. Socio-economic status of women engaged in tourism industries is improved. Indicators will be decided based on the baseline survey conducted by the Project.</p> <p>3-5. Activities to maintain and expand the achievements of the pilot projects are integrated into the policies and activity plans of the partner line ministries/departments.</p>	<p>3-1. Reports about PGM Methods workshops</p> <p>3-2. Minute of meetings and reports of WEE-WG working group on WEE</p> <p>3-3. Reports of marketing research, Developed tools</p> <p>3-4. Results of baseline and end-line survey</p> <p>3-5. Annual plans and/or GMAPs of partner line ministries, Annual plans of WCCC of the target province</p>		<p>3-1. Site selection was done based on the selection criteria agreed in the WEE-WG and the collected information.</p>	

Activities	Inputs		Pre-Conditions
	The Japanese Side	The Cambodian Side	
<p>(Preparation of the supporting setup at the national level)</p> <p>1-1. The Project encourages the stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate more actively in TWG-G Sub-group on WEE. The MOWA may establish an advisory board for WEE under TWG-G Sub-group on WEE, which is mainly consisted of stakeholders in the private sectors.</p> <p>1-2. The stakeholders of the scaling-up activities and pilot projects at the sub-national levels (i.e. the chairs of WEE-WG working groups on WEE) share the achievements and challenges of the Project activities in the meeting of TWG-G Sub-group on WEE and receive advices from the members.</p> <p>1-3. The members of the TWG-G Sub-group on WEE participate in the workshops, seminars and exchange visits related to the pilot projects and scaling-up activities at the sub-national levels.</p> <p>(Preparation of tools)</p> <p>1-4. The MOWA updates 'Gender Terminology Booklet'</p> <p>1-5. The MOWA updates 'Gender Statistics Leaflet'.</p> <p>1-6. Provincial gender statistics of the target provinces are developed based on the achievements of Output 2 and Output 3 by MOWA/PDWA with the support from MOP/PDOP.</p> <p>1-7. The PGM Methods Guidelines are revised integrating the gender-responsive value chain analysis method based on the achievements of the Output 2 and Output 3.</p> <p>1-8. The Project develops the 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' as improved comprehensive guidelines based on the achievements of the Output 2 and Outputs 3 by using the "Comprehensive Guidelines for WEE in Rural Areas" developed by PGM2 as reference.</p> <p>(The partner line ministries/departments)</p> <p>1-9. The MOWA provides technical support to update and implement the GMAPs of partner line ministries as necessary.</p> <p>1-10. The Project hold workshops on gender budgeting to the stakeholders of the partner line ministries.</p> <p>1-11. The Project encourages the partner line ministries/departments to integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects.</p> <p>(Development of the scaling-up plans)</p> <p>1-12. The MOWA develops the scale ing-up plans of the gender mainstreaming mechanisms for WEE at the sub-national levels for their implementation after the termination of the Project, which target the provinces other than the target provinces of the project.</p> <p>1-13. The Project organizes a seminar to share the achievements, outcomes, best practices and lessons learned of the Project with all the stakeholders before the termination of the Project.</p> <p>1-14. The Project organizes a regional seminar to share the achievements, outcomes, best practices and lessons learned of the Project with the ASEAN countries at an appropriate timing.</p>	<p>1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management</p> <p>2. Seminars, workshops and trainings</p> <p>3. Necessary equipment for the project activities</p>	<p>1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost</p>	<div style="text-align: center;">  </div> <p><Issues and countermeasures></p>
<p>(Preparation of tools based on the achievements of PGM2)</p> <p>2-1. The Project conducts gender-responsive socio-economic impact analysis of the chicken raising pilot project of PGM2 in Kampong Cham province.</p> <p>2-2. The Project implements gender-responsive value chain analysis of chicken raising in Kampong Cham and compiles the methodology of the analysis.</p> <p>2-3. The PDWA and partner provincial departments develop a monitoring plan of the chicken raising pilot project of PGM2 based on the result of 2-1 and 2-2, and restart monitoring of the activities.</p> <p>2-4. The Project implements supplementary activities to follow-up the chicken raising pilot project of PGM2 based on the results of analysis conducted in 2-1 and 2-2 and monitoring conducted in 2-3.</p> <p>2-5. A working group to coordinate and monitor the activities for WEE implemented by PDWA and the partner provincial departments (possibly called as 'WEE-WG working group on WEE') is established in collaboration with Women Children Consultative Committee (WCCC). The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate in the WEE-WG working group on WEE.</p> <p>2-6. The results of the monitoring conducted by PDWA and partner provincial departments in 2-3 are periodically shared to coordinate activities and discuss about the possible solutions at the meetings of the WEE-WG working group on WEE.</p> <p>2-7. The Project revises the 'Monitoring Guidelines of Pilot Project' developed by PGM2 based on the monitoring activities conducted by PDWA and partner provincial departments under the coordination of WEE-WG working groups on WEE based on the activities of 2-5 and 2-6.</p> <p>2-8. The Project develops a gender-responsive marketing manual on chicken raising targeting farmers based on the achievement of 2-1, 2-2, 2-3 and 2-4, which is complementary with the 'Technical Manual on Agricultural Production (chicken raising)' developed by PGM2.</p> <p>(Preparation of the implementation of scale ing-up activities)</p> <p>2-9. The MOWA develops implementation plans for scale ing-up activities which specify the target, schedule, budget and human resources during the Project period.</p> <p>2-10. The MOWA defines the selection criteria for the target provinces of the scale ing-up activities, and selects the target provinces accordingly. During the process of the selection, MOWA collects baseline data about the capacity of PDWA and partner provincial departments on gender mainstreaming in each target province.</p> <p>2-11. The working groups on WEE are established in the selected provinces under WCCC. The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institution) to participate in the WEE-WG working group on WEE as members. The action plans of WEE-WG working groups on WEE are developed and integrated into the WCCC annual plans and provincial development plans.</p>			

(Planning of the scaling-up activities)

- 2-12. The PDWA and partner provincial departments conduct policy analysis and gender analysis based on the steps of PGM Methods (from step1 to step4) through PGM Methods workshops facilitated by MOWA/PDWA. The socio-economic baseline data is collected on the female/male farmers and their gender issues are identified in the target areas of the scaling-up activities.
- 2-13. The PDWA and partner provincial departments conduct gender-responsive value chain analysis based on the methodology developed in 2-2 through PGM Method workshop, which is considered as a complementary step to the PGM Methods.
- 2-14. The PDWA and partner provincial departments develop plans for scaling-up activities on agriculture (chicken raising) through PGM Methods workshop (step5) facilitated by MOWA/PDWA.

(Implementation and monitoring of the scaling-up activities)

- 2-15. The PDWA and partner provincial departments implement activities in respective sector based on the plans developed in 2-14.
- 2-16. The scaling-up activities are monitored based on the monitoring guidelines developed in 2-7 by PDWA and partner provincial departments. The results of the monitoring are periodically shared for coordinating activities and discussing about the possible solutions at the meetings of the WEE-WG working groups on WEE. The results of the meetings of WEE-WG the working groups on WEE are also shared in the monthly meetings of WCCC.

(Feedback of the evaluation result of scaling-up activities)

- 2-17. The PDWA and partner provincial departments conduct evaluation study on the scaling-up activities, including gender impact analysis based on the baseline data collected in 2-12 through PGM Methods workshop (step8) facilitated by MOWA/PDWA.
- 2-18. The PDWA and partner provincial departments develop policy recommendations based on the results of evaluation study conducted in 2-17 through PGM Methods workshop (step9) facilitated by MOWA/PDWA.
- 2-19. The partner provincial departments share the policy recommendations developed in 2-18 with WCCC and TWG-G Sub-group on WEE and propose them to be integrated into their policies and plans. The MOWA/PDWA provide them with necessary information about resource mobilization and gender budgeting.

(Prepare the setup to implement the pilot projects in tourism industries)

- 3-1. The WEE-WG working group on WEE is established in the selected province. The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate in the WEE-WG working group on WEE as members. The action plans of WEE-WG working groups on WEE are developed and integrated into the WCCC annual plans and provincial development plans.

(Planning of the pilot projects in tourism industries)

- 3-2. The PDWA and partner provincial departments conduct policy analysis and gender analysis based on the steps of PGM Methods (from step1 to step4) through PGM Method.
- 3-3. The PDWA and partner provincial departments conduct gender-responsive value chain analysis on tourism industries based on the methodology developed in 2-2 through PGM Method workshop facilitated by MOWA/PDWA. Information collection and analysis about marketing are also conducted for the pilot projects, including exploring and utilizing of the local resources.
- 3-4. The PDWA and partner provincial departments develop plans for pilot projects on tourism industries through PGM Methods workshop (step5) facilitated by MOWA/PDWA.
- 3-5. The gender-responsive socio-economic baseline survey, including information collection about the gender issues, is conducted about the target industries and areas of the pilot projects decided in 3-4. The results of the survey are compiled to a report.

(Implementation and monitoring of the pilot projects on tourism industries)

- 3-6. The PDWA and partner provincial departments implement activities in respective sector based on the plans developed in 3-4.
- 3-7. The pilot project activities are monitored based on the monitoring guidelines developed in 2-7 by PDWA and partner provincial departments. The results of the monitoring are periodically shared for coordinating pilot project activities and discussing about the possible solutions at the meetings of the WEE-WG working group on WEE. The results of the meetings of the WEE-WG working groups on WEE are also shared in the monthly meetings of WCCC.
- 3-8. The Project implements gender-responsive marketing activities in tourism industries and develops and defuse hands-on tools for marketing in tourism industries targeting stakeholders at the grassroots levels.

(Feedback of the evaluation result of pilot projects)

- 3-9. The PDWA and partner provincial departments conduct evaluation study on the pilot projects, including gender impact analysis based on the baseline data collected in 3-5 through PGM Methods workshop facilitated by MOWA/PDWA. The Project compiles the results of the evaluation study as end-line
- 3-10. The PDWA and partner provincial departments develop policy recommendations based on the results of the evaluation study conducted in 3-9 through PGM Methods workshop facilitated by MOWA/PDWA.
- 3-11. The partner provincial departments share the policy recommendations developed in 3-10 with WCCC and TWG-G Sub-group on WEE and propose them to be integrated into their policies and plans. The MOWA/PDWA provide them with necessary information about resource mobilization and gender budgeting.

1. List of Japanese Experts

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming	Akane Nakamura	4.70 / 14.00 0.0 / 0.3 (in Japan)
Deputy Chief Advisor/ Gender Mainstreaming	Michiko Tsurumine	2.30 / 8.17
Institutional Development/ Governance	Rie Fusamae	3.57 / 11.50
Women's Economic Empowerment	Yasuko Yagi	4.37 / 12.83
Market and Business Development	Naoko Ogawa	2.13 / 13.33
Coordinator/Training Management	Mirei Sakamoto	3.63 / 14.70 0.0 / 0.5 (in Japan)

As of 31 August 2019

2. List of Counterparts (Ministry of Women's Affairs: MoWA)

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Hou Nirmitta	Director	Gender Equality (GED)
5	Ms. Soth Sithan	Directors	Economic Development (EDD)
6	Mr. Tim Phiyary	Deputy Director	PSD
7	Ms. Nith Sreya	Deputy Director	PSD
8	Ms. Khim Sovanny	Chief Office	PSD
9	Ms. Te Tevy	Chief Office	PSD
10	Ms. Chan Vanny	Chief Office	GED
11	Ms. Meach Sotheary	Chief Office	GED
12	Ms. Chhi Ratta	Official	Cabinet of Minister
13	Mr. Sok Chheng	Chief Office	EDD
14	Mr. Meas Chiwut	Vice Chief Office	GED
15	Ms. Ouk Kosomakesey	Vice Chief Office	PSD
16	Ms. Chea Socheata	Vice Chief Office	PSD
17	Ms. Somthun Chanchariya	Vice Chief Office	PSD
18	Mr. Pin Soksratum	Vice Chief Office	PSD
19	Mr. Ham Siphath	Vice Chief Office	EDD
20	Ms. Chea Chanvanny	Officer	EDD
21	Ms. Heng Samphos	Officer	PSD
22	Ms. Meng Dina	Vice Chief Office	PSD
23	Ms. Set Channarath	Officer	GED

* Ms. Nith Sreya (No.7) and Ms. Chan Vanny (No. 10) resigned, since they were promoted in August. Ms. Dina (No. 22) and Ms. Narath (No. 23) were newly assigned as the counterparts.

3. List of Focal Points of MoWA in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Vice Chief Office	GED
	Ms. Chan Vanny	Chief Office	GED
	Mr. Sok Chheng	Chief Office	EDD
Kampong Thom	Ms. Chea Socheata	Vice Chief Office	PSD
	Ms. Ouk Kosomakesey	Vice Chief Office	
	Ms. Somthun Chanchakriya	Vice Chief Office	
Tbong Khmum	Ms. Te Tevy	Chief Office	PSD
	Mr. Ham Siphath	Vice Chief Office	EDD
	Ms. Heng Samphos	Officer	PSD
Siem Reap	Ms. Nith Sreya	Deputy Director	PSD
	Ms. Chea Chanvanny	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD

* Since Ms. Nith Sreya (Siem Reap) and Ms. Chan Vanny (Kampong Chhnang) resigned as of August, it was decided to replace them with the other MOWA officials and reorganize the focal points for each province.

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Vice Governor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Lay Nareth	Deputy Director PDOP	Member
4	Him Sochetta	Deputy Director PDIH	Member
5	Soam Sinath	Deputy Director PDLVT	Member
6	Kay Sokchea	Deputy Director PDRD	Member
7	Hy Ratana	Chief Office, PDOC	Member
8	Sun Kimsean	Vice Chief Office, PDRD	Member
9	Nhim Sokha	PDLVT	Member
10	Chhin Kanha	PDAFF	Member
11	Thaurnk Kim Chheang	Vice Chief Office, PDAFF	Member
12	Ith Sophany	PDOWA	Member
13	Ven Sreyleak	PDIH	Member
14	Seung Channy	PDOP	Member
15	Yin Chenda	PDOP	Member
16	Tim Chi	PDRD	Member
17	Khiev Pros	PDLVT	Member
18	Seung Pisen	PDOC	Member
19	Ouk Sokha	PDOC	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Vice Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Lay Aun	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Deputy Director, PDWA	Chair
2	Hok Sovila	PDOT	Deputy
3	Bun Chrib	Deputy Director, PDLVT	Member
4	Srey Sokun	Deputy Director, PDOP	Member
5	Sar Reune	Deputy Director, PDAFF	Member
6	Seur Siharith	Deputy Director, PDRD	Member
7	Tob Thoeun	Deputy Director, PDIH	Member
8	Team Phally	Deputy Director, PDOC	Member
9	Phoeun Sokna	PDIH	Member
10	Chhun Sophoan	PDWA	Member
11	Luy Ratana	PDWA	Member
12	Morm Simorn	PDOP	Member
13	Sab San	PDOP	Member
14	Lim Hong	PDOC	Member
15	Roeun Oeuy	Provincial Council	Member
16	Luch Kunthea	PDWA	Member
17	Nan Mao	PDWA	Member
18	Sorn Sidalin	PDOT	Member
19	Nhornh Makara	PDWA	Member
20	Prum Sophea	PDAFF	Member
21	Khean Seryvuth	PDRD	Member
22	Pot Saroeut	PDRD	Member
23	Say Sothol	PDLVT	Member
24	Bor Bun	PDAFF	Member
25	Hieng Putheara	PDLVT	Member
26	Long Somavattay	PDIH	Member
27	Cheim Soram	PDLVT	Member
28	Sou Pola	PDOC	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Vice Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDIH	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Sear Longthearoth	Deputy Director, PDOC	Member

7	Seng Cheasok	Deputy Director, PDRD	Member
8	Hiev Chanry	PDWA	Member
9	Hun Sam At	PDWA	Member
10	Sou Pharin	PDWA	Member
11	Huon Chenda	PDWA	Member
12	Men Chanthoeun	PDAFF	Member
13	Hun Kotal	PDAFF	Member
14	Neang Sopheak	PDLVT	Member
15	Yin Ryong	PDLVT	Member
16	Ros Kimchaey	PDIH	Member
17	Hun Somnang	PDIH	Member
18	Piev Theary	PDOC	Member
19	Sa Vorn	PDOC	Member
20	Oem Sokleng	PDOP	Member
21	Vann Sarong	PDOP	Member
22	Tann Molika	PDRD	Member
23	Tann Saimeng	PDRD	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Vice Governor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Ros Sopheak	Provincial Council	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Sreur Engly	Deputy Director, PDLVT	Member
6	Cheng Chhunny	Deputy Director, PDIH	Member
7	Kheur Vannthach	Deputy Director, PDOP	Member
8	Meas Sambath	Deputy Director, PDRD	Member
9	Son Sarat	Deputy Director, PDAFF	Member
10	Ching Chun	PDLVT	Member
11	Pech Chordaphea	PDWA	Member
12	Phorn Lanita	PDWA	Member
13	Hor Lenghong	PDOC	Member
14	An Darika	PDOC	Member
15	Chea Kimhong	PDIH	Member
16	Keo Viriya	PDRD	Member
17	Cham Chanraksmeay	PDRD	Member
18	Choam Sreymao	PDAFF	Member
19	Chroeng Sothea	PDAFF	Member
20	Ny Sokheann	PDOP	Member
21	Ret Rotana	PDOP	Member

8. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Laptop	NB ASUS A442UQ-FA044T 3F Red	690	2019/7/29	PDWA (Siem Reap)
3	Laptop	NB ASUS VivoBook S ultrathin S530FN-BQ117T	859	2019/7/29	PDWA (Siem Reap Project office)

9. List of Office Equipment (Consumable)

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
2	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)
3	Air conditioner	Panasonic	240	2019/2/8	PDWA (Kampong Chhnang) *Disposed July 3, 2019 due to malfunction
4	Air conditioner	Panasonic	325	2019/6/10	PDWA (Kampong Chhnang)
5	Printer	HP LaserJet Pro M203	195	2019/7/16	PDWA (Siem Reap)
6	Office Cabinet (tall)	-	130	2019/7/16	PDWA (Siem Reap)
7	Office Cabinet (short)	-	110	2019/7/16	PDWA (Siem Reap)
8	Desk with drawer	-	125	2019/7/16	PDWA (Siem Reap)
9	Desk without drawer	-	75	2019/7/16	PDWA (Siem Reap)

TO: CR of JICA Cambodia

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 6 (Term: September 2019 – February 2020)
Name: Te Vouchlim, Director, Planning and Statistics Department, Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date: 20 April 2020

I. Summary**1 Progress****1-1 Progress of Inputs** (for details, see Attachment)Japanese side

- Six Japanese experts¹ were dispatched. Some modifications were made in the timing and length of the dispatch for the timely implementation of project activities.
- Operational costs for project implementation including the procurement of equipment² and hiring six local staff members (a Senior Coordinator, a Senior Field Coordinator, two Field Coordinators, an Assistant Coordinator and a Driver) were disbursed. A new Field Coordinator for Siem Reap Province started to work since September 2019 and officially be employed since December 2019.

Cambodian side

- Twelve Counterparts (C/Ps) of MOWA³ who were assigned as Focal Points (hereinafter refer to as F/Ps) in charge of pilot activities in each province have not been changed after the replacement in the end of August 2019.⁴
- The members of the Women's Economic Empowerment Working Group (WEE-WG) have not been changed in four provinces (Kampong Chhnang Province,⁵ Siem Reap Province,⁶ Kampong Thom Province⁷ and Tboung Khmum Province⁸). According to the agreement in the 3rd JCC (as of December 2019) that the Project continuously supports Kampong Cham Province, it is necessary to start a discussion with the counterparts in Kampong Cham Province how to revitalize the WEE-WG based on the Pilot Project Coordination Committee (PPCC) which was established in the previous PGM 2 project.

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 8 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

⁷ See Attachment 6 List of WEE Working Group Members in Kampong Thom Province.

⁸ See Attachment 7 List of WEE Working Group Members in Tboung Khmum Province.

1-2 Progress of Activities

Preparation of the supporting setup at the national level

Activity 1-1. (Resumption of TWG-G Sub-group on WEE)

Activity 1-2. (Sharing the achievements and challenges of the project activities in TWG-G Sub-group on WEE)

- Based on the agreement between MOWA and JICA during the Project Advisory Mission in July 2019, it was agreed in the 3rd JCC in December 2019 that the Project would use Technical Working Group on Gender (TWG-G) sub-group on WEE (hereinafter referred to as 'TWG-G WEE') meetings on an ad-hoc basis as well as semester and annual meetings of Gender Mainstreaming Action Groups (GMAGs) to share information and encourage stakeholders such as line ministries to discuss the progress, outputs, and lessons learned from the project activities.
- Although it is still early to share the outputs and identify findings from the implementation of the scaling-up activities and pilot activities, necessary coordination has been made with the Director of EDD. It was also announced that the TWG-G WEE would be held on regular basis as with the other two sub-groups.

Activity 1-3. (Participation of the members of TWG-G Sub-group on WEE in project activities)

Considering the recommendation made in the 3rd JCC in December 2019 into account, the Project has encouraged the members of TWG-G WEE to be involved in several project activities as follows.

- H E Minister of Women's Affairs and officials from the partner line ministries such as Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry, Science, Technology and Innovation (MOISTI, former Ministry of Industry and Handicraft (MOIH)), Ministry of Economy and Finance (MOEF), Ministry of Labour and Vocational Training (MLVT), Ministry of Tourism (MOT), Ministry of Rural Development (MORD), Ministry of Planning (MOP), Ministry of Commerce (MOC) and the Council for the Development of Cambodia (CDC) visited two project sites in Siem Ream Province on 14 January 2020. Through the site visit, it was fully recognized that the Project has implemented the pilot activities (village business school) smoothly and effectively in close collaboration with the provincial government and target communes in Siem Reap province.
- Seven officials from MAFF, MORD, MOT, MOP, MOC, MLVT and MOISTI attended the joint gender training held on 30-31 January 2020 in Phnom Penh.
- 5 officials from MAFF, MOT, MOP, MOC and MLVT were involved in the rapid feasibility study in Kampong Thom province in February 2020.

Preparation of tools**Activity 1-4. (Gender Terminology Booklet)**

- The final draft of the gender terminology booklet with 105 terms was approved by MOWA. However, as H E Director General suggested to conduct a consultation meeting with CSOs to make a consensus, several comments including adding new terms, deletion of less necessary terms and modification were collected from the CSOs in the meeting held in February 2020. MOWA and the Project agreed that the Project will examine the CSO's comments and propose an idea on how to modify the draft to MOWA as soon as possible.

Activity 1-5. (Gender Statistics Leaflet)

Completed during the first batch of the Project.

Activity 1-6. (Provincial Gender Statistics)

- In Tbong Khmum province, the draft of provincial gender statistics was finalized. The printing process will be started soon.
- In Kampong Thom province, the draft of provincial gender statistics has been modified according to the comments from the Japanese expert by the concerned PDs.
- In Kampong Chhnang province, first draft of provincial gender statistics has been prepared by the concerned PDs.

Activity 1-7. (Revising the PGM Methods Guidelines)**Activity 1-8. (Developing the WEE Guideline)**

Will be taken up later.

Supports for the partner line ministries/departments**Activity 1-9. (Technical support to update and implement the GMAPs)****Activity 1-10. (Workshops on gender budgeting)****Activity 1-11. (Integration of activities and advices in the policy recommendations)**

Will be taken up later.

Development of the scaling-up plans**Activity 1-12. (Development of the scaling-up plans)****Activity 1-13. (A seminar to share the achievements, outcome, best practices, etc.)****Activity 1-14. (A regional seminar to share the achievements, outcomes, best practices, etc.)**

Will be taken up later.

Preparation of tools based on the achievements of PGM2

Activity 2-1. ~ 2-6. (Socio-economic impact analysis, value chain analysis, monitoring plan, follow-up activities, etc. in Kampong Cham province)

Activity 2-7. (Revision of the monitoring guidelines for pilot project)

Activity 2-8. (Gender-responsive marketing manual on chicken raising)

Completed during the first batch of the Project.

Preparation of the implementation of scale-up activities

Activity 2-9. (Implementation plans for scale-up activities)

Activity 2-10. (Selection of the target province for chicken-raising)

Completed during the first batch of the Project.

Activity 2-11 (WEE-WG establishment in the target provinces)

- The WEE-WGs had already been established in Kampong Chhnang, Kampong Thom, and Tbong Khmum provinces.
- Since it was agreed in the 3rd JCC that the Project will continue to support Kampong Cham province, it was agreed among the authorities in Kampong Cham province, MOWA and the Project to conduct a meeting for discussing how to revitalize the WEE-WG.

Planning of the scale-up activities

The implementation of scale-up activities in Kampong Chhnang province was completed in October 2019. The procedure for site selection for the activities in Kampong Thom and Tbong Khmum provinces was started from October 2019.

Activity 2-12 (Policy analysis and gender analysis: PGM method step 1-4)

- In Kampong Thom and Tbong Khmum provinces, gender analysis was done based on data and information which were collected through the site visit by the PDs in February 2020. However, since relevant gender issues within household and on business could not be identified enough through the analysis, it was found more information should be collected through the rapid feasibility study. While the study was done in Kampong Thom province in February 2020, it will be done in Tbong Khmum province in March 2020. A set of data and information collected through the study in Kampong Thom province have been aggregated and analysed to be used for site selection.

Activity 2-13 (A gender-responsive value chain analysis)

- In Kampong Thom province, a set of questions relevant to gender issues on business (especially within each value chain) were asked in the focus group discussion with women and men under the rapid feasibility study. As with gender analysis (Activity 2-12), A set of data and information collected

through the study have been aggregated and analysed to be used for site selection. It is planned to conduct similar focus group discussion in Tbong Khmum province in March 2020.

Activity 2-14 (Scale-up project planning: PGM method step 5)

Completed in Kampong Chhnang province and will be taken up later in Kampong Thom and Tbong Khmum provinces.

Implementation and monitoring of the scale-up activities

PGM-WEE is currently rolling out scale-up activities only in Kampong Chhnang province. The activities in Kampong Thom and Tbong Khmum provinces are to start after April 2020.

Activity 2-15 (Implementation of the scale-up activities)

- In Kampong Chhnang province, a gender session and two technical sessions (activities) were conducted as shown below.

No	Topic of the Training and the Site-Visit	Date	No. of Participants	
			Women	Men
12	Gender training (3) 5 elements of WEE	8 Sep. 19	28	16
13	Follow-up activity	16-17 Oct. 19	29 households	
14	Business matching	30-31 Oct. 19	-	-

- In gender training (3), a group discussion was held to understand the importance of WEE by examining the difference between the situation of woman who are enough empowered and less empowered. Taking the existence of illiterate participants into account, picture cards which visually show different situations of women and her family are used for the discussion. The participants were divided into two groups: one group for discussing the impact of WEE on woman and her family, the other group for discussing what happens to woman and her family if the woman is not enough empowered. The participants were actively involved in the activity with adequate facilitation of PDWA and supports from the partner PDs. The results of the group discussion showed that there are several positive impacts and benefits of WEE on woman herself and her family. It should be seriously noted that two target women started to share their experiences of domestic violence during the group discussion. It clearly shows the importance of connection to the individual experiences as a useful tool to encourage participants to fully understand existing gender issues.
- As a follow-up activity, individual technical advices (e.g. chick procurement, hygiene control, vaccine and chicken coop) were provided with the 29 households which have already started chicken raising as business.
- In business matching, relevant stakeholders such as an owner of hatching farm, distributors of vaccine and feed were introduced to the target villagers. Simplified manual for chicken raising and a poster for indicating three kinds of inoculation method of vaccine were also prepared by PDAFF and provided with the villagers.

Activity 2-16 (Monitoring of the scale-up activities)

- In Kampong Chhnang province, a case study session was conducted for 1) collecting information on successful experiences in promoting WEE through the pilot activity; and 2) identifying any success factors which can be applied to the other projects and activities which are implemented by the partner PDs. Successful experiences were defined as (a) improvement of women's economic power (income control, economic decision making), (b) improvement of other gender relations (general decision making, division of labour within household, domestic violence), and (c) sharing information and labours through the chicken raising activity.
- WEE-WG members were divided into the small groups (consisting of 2-3 members) and collected necessary information through the individual interview with the six selected participants (5 women and 1 man). The gathered information was classified according to the topics (e.g. successful situations, causal correlation with income generating activity, the other possible successful factors) in the worksheet which was prepared by the Project. Finally, each group compiled the case based on the classified information and basic information.
- As a result, four successful cases (1 each for type (a) and (b), and 2 for type (c)) were identified. Although the number of identified successful cases was a few, it seems that the understanding of the PDs on the concept of WEE was well enhanced through the activity.

Feedback of the evaluation result of scaling-up activities**Activity 2-17 (Evaluation study on the scaling-up activities)**

In Kampong Chhnang province, an end-line survey was conducted in February 2020. The collected data and information will be analysed and compiled in the report.

Activity 2-18 (Policy recommendations based on the results of evaluation)**Activity 2-19 (Sharing the policy recommendations with WCCC and TWG-G Sub-group on WEE)**

Will be taken up later.

Prepare the setup to implement the pilot project in the tourism industry**Activity 3-1 (WEE Working Group establishment in the pilot province)**

Completed during the first batch of the Project.

Planning of the pilot projects in tourism industries**Activity 3-2 (Policy analysis and gender analysis: PGM method step 1-4)****Activity 3-3 (Value chain analysis)**

Completed during the first batch of the Project.

Activity 3-4. (Pilot project planning: PGM method step 5)

Completed during the first batch of the Project and the previous period.

Activity 3-5. (Socio-economic baseline survey)

- As reported in the previous monitoring sheet, gender analysis was conducted to collect relevant information on gender issues in terms of gender gap in access and control of resources and assets in the target sites. However, it was observed that the level of awareness of the participants and the PDs are not enough high to analyse the current gender relations and identify the existing gender issues. Therefore, it was decided to conduct gender analysis again in the end of training sessions in order to confirm the existence of gender issues within household and on business.

Implementation and monitoring of the pilot projects in tourism industries**Activity 3-6 (Implementation of the pilot activities)**

- Following to the three sessions (introduction, gender analysis and business analysis), five technical sessions and a gender session were conducted as shown below. Corresponding to the request from the Kampong Phluk CBT, it was decided to postpone all the sessions in Kampong Phluk CBT site until January 2020 because of the fishing season. Therefore, Session 5-7 were conducted only in Knar Por CBT site. The sessions in Kampong Phluk CBT site will be conducted after March 2020.

No	Topic of the Session	Date	No. of Participants	
			Women	Men
4	Cash Flow Analysis	11-12 Sep. 19	21	10
5	Customer Analysis	1 Nov. 19	12	7
6	Production Planning	29 Nov. 19	5	8
7	Business Environment Analysis (1)	25 Dec. 19	6	7
	Business Environment Analysis (2)	26 Dec. 19	11	11
8	Gender Anaysis (2)	14-15 Jan. 20	40	11
9	Business Stakeholder Analysis	13-14 Feb. 20	38	12

- In cash flow analysis (session 4), the participants learned how to calculate balance of income (sales) and expenditure (costs) by using the balance sheet with picture cards indicating the items of sales and costs. Based on the result of balance calculation, several ideas were exchanged among the target villagers and the PDs.
- In customer analysis (session 5), the participants identified possible customers according to the business type (homestay, oxcart, vegetable farming, livestock raising and bloom-making). The identified customers were classified into the segmentations such as tourists, middlemen, distributors, individual customers and crosschecked by sex, nationality and age-group. Lastly, the participants discussed the reason why the customers purchase the products/services and identified the customer's needs for each business activity.

- In production planning (session 6), based on the customer's needs identified in the previous session 5, the following issues were examined in the group discussions:
 - a) How to improve the products/services;
 - b) To whom they sell the improved products/services; and
 - c) When they start to sell the improved products/services.

After the discussion, the participants did a business simulation by examining the expected production volume and costs for production and marketing in the production plan format.
- Business environment analysis was divided into two sessions: session 7-1 on clean environment and nature conservation and session 7-2 on hospitality, traditional culture and harassment. In session 7-1, the concept of 5S (sorting, setting-in-order, shining, standardizing and sustaining the discipline) was introduced for considering how to keep clean environment and protect natural environment which were the crucial assets for the CBT site. In session 7-2, while it was found that the CBT has already taken measures to provide warm hospitality for the customers, the participants discussed several ideas on how to utilize their traditional culture for attracting customers and how to prevent any forms of harassment on the site.
- In gender analysis session (session 8), through the group discussion using the picture cards of possible positive impacts of women being empowered and negative impacts of women being less empowered, the participants clearly understood the importance of WEE by comparing the cases of well empowered women and less empowered women. It was also confirmed that the objective of our project pilot activity is not income generation itself but promotion of WEE.
- In business stakeholder analysis (session 9), the participants discussed the issues to be tackled for improving each business such as lack of financial resources, low price, difficulty in material procurement in the small group. Following to the above-mentioned discussion, the participants also identified the business stakeholders who could support them (e.g. private actors, government organizations, NGOs) and examined how to get necessary supports from them.

Activity 3-7 (Monitoring of the pilot activities)

Activity 3-8 (Gender-responsive marketing activities)

Will be taken up later.

Feedback of the evaluation result of pilot projects

Activity 3-9 (Evaluation study on the pilot activities)

Activity 3-10 (Policy recommendations based on the results of evaluation)

Activity 3-11 (Sharing the policy recommendations with WCCC and TWG-G Sub-group on WEE)

Will be taken up later.

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MOWA and PDWA for WEE promotion)

- (Indicator 1-1) The scaling-up and pilot activities in Kampong Chhnang and Shem Reap provinces have just started. Thus, it is too early to share the achievements, outcomes, best practices and lessons learned from the project activities with the line ministries in the TWG-G Sub-group on WEE.
- (Indicator 1-2) It is fair to say that 75% was achieved because more modifications are required according to the comments from the CSOs.
- (Indicator 1-3) It is fair to say that 50% was achieved because the gender statistics leaflet was updated in the first batch of the Project and the provincial gender statistics have been developed in Kampong Thom and Tbong Khmum provinces.

Output 2 (Gender mainstreaming mechanism (agriculture) strengthened)

- (Indicator 2-1) It is fair to say that 80% was achieved because the tools were prepared in the first batch of the Project. However, some modifications are still required.
- (Indicator 2-2) In Kampong Chhnang province, all the technical sessions (both training and activity) and gender sessions as well as the monitoring, the case study session and end-line survey had been completed. Since the analysis of the end-line survey has not been done, it is fair to say that about 90% of Indicators 2-2 were achieved. In Kampong Thom and Tbong Khmum provinces, as the planning process has just started, it is fair to say that about 5% of Indicators 2-2 were achieved.
- (Indicator 2-3) In Kampong Chhnang province, as all the planned WEE-WGs except one for sharing the results of end-line survey, it is fair to say that about 90% of Indicators 2-3 were achieved. In Kampong Thom and Tbong Khmum provinces, as the planning process has just started, it is fair to say that about 5% of Indicators 2-2 were achieved.

Output 3 (Gender mainstreaming mechanism (tourism) established)

- (Indicator 3-1) It is fair to say that 25% was achieved because the registration and the introductory and analytical sessions were conducted in the selected target sites.
- (Indicator 3-4) As mentioned above, because the project offers training opportunities rather than direct support to business start-up and expansion, it is hard for the project to contribute directly to improving the socio-economic status of women in the target sites as planned.

1-4 Achievement of the Project Purpose

- Planned activities for achieving the Project Purpose have been implemented as planned; however, at the present stage it is too early to measure the achievements by two indicators set in the PDM.

- Regarding the Project Purpose, based on the discussion with the advisory mission in July 2019, it was agreed in the 3rd JCC in December 2019 that the project would aim to strengthen the gender mainstreaming mechanism with regard to the following three elements: 1) recommendations for policy implementation, 2) institutional arrangements and methods, and 3) adequate advocacy and coordination capacity of officials of MOWA and PDWA. Therefore, the project must emphasize the achievement of outputs and activities in response to these three elements.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
Since it was agreed in the 3rd JCC that the relationships among the GMAG members, MOWA and the Project should be more strengthened, it can be said that the risk regarding cooperation of the GMAG members is not so high.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentrating processes

Although the alignment of the Project on the new NCDD policy on promotion of gender equality for sub-national democratic development which was endorsed in May 2019 was agreed in the 3rd JCC, it is still necessary to follow the decentralisation and deconcentration (D&D) process in order to minimize the risks which could affect the achievement of the Project Purpose.

1-6 Progress of Actions undertaken by JICA

Following to the discussions with the project advisory mission which was dispatched from the JICA headquarters in July 2019 and the mid-term review mission in September 2019, the revision of PDM was officially approved in the 3rd JCC in December 2019.

1-7 Progress of Actions undertaken by Government of Cambodia

Nothing in particular

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen gender mainstreaming mechanism in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None

2 Delay of Work Schedule and/or Problems (if any)

- Baseline survey report in KCH province
- Gender terminology booklet
- Gender statistics booklet in KPT and TBK provinces

3 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO)

A few modifications in terms of schedule of Japanese experts' dispatch and activity schedule were made on the PO. (see. PM Form 3-3) In addition, since the revision of PDM was officially approved in the 3rd JCC in December 2019 and the revised Record of Discussion (R/D) was exchanged and signed by the both governments, next monitoring sheet will be prepared according to the modified PDM and PO.

3-2 Other modifications on detailed implementation plan

No.

4 Preparations Done by the Government of Cambodia toward after completion of the Project

- To examine necessary legislative measures and coordination for integrating functions of WEE-WGs into the existing structure of Women and Children's Consultative Committees (WCCC) at provincial level
- To facilitate active discussions on WEE among the concerned stakeholders by using the opportunity of TWG-G WEE on regular basis

II. Project Monitoring Sheet I & II *as Attached*

Project Monitoring Sheet (Revision of Project Design Matrix)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)

Implementing Agency: Ministry of Women's Affairs (MOWA)

Target Group: [Direct Target]
Officers of MoWA (national) and PDWA (sub-national)

[Indirect Target]

Women and men in the target provinces, Gender Mainstreaming Action Groups (GMAGs) and Gender Focal Points (both at the national and sub-national levels) of Partner Line Ministries: Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MIH), Ministry of Commerce (MOC), Ministry of Rural Development (MRD), Ministry of Labor and Vocational Training (MLVT), Ministry of Tourism (MOT)

Period of Project: February 2017 – July 2018 (First Batch) September 2018 – February 2022 (Second Batch)

Version: 0

Project Site: Phnom Penh and 4 selected provinces (Kampong Chhnang, Kampong Thom, Tbong Khmum and Siem Reap)

Model Site: Kampong Cham

Date: 31 August 2019

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
<p>Overall Goal Women's economic empowerment (WEE) is promoted through gender-responsive programs and projects implemented by line ministries/departments through advocacy and coordination by MOWA/PDWA in all the 25 capital and provinces in Cambodia.</p>	<p>Gender-responsive programs and projects are planned and implemented by line ministries through improved PGM Methods workshops facilitated by MOWA/PDWA in all the 25 capital and provinces.</p>	<p>1. Report about PGM Methods Workshops 2. Annual reports of WCCC</p>			<p>It should be re-examined how the project can involve WCCC into the project activities.</p>
<p>Project Purpose Gender mainstreaming mechanisms are strengthened to promote women's economic empowerment (WEE) at the sub-national levels by the partner line ministries/departments through advocacy and coordination by MOWA/PDWA.</p>	<p>1. The "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" are authorized and distributed. 2. The scaling-up plans of gender mainstreaming mechanisms are integrated into the annual plan or Neary Rattanak (the Five Year Strategic Plan) of MOWA.</p>	<p>1. Published "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" 2. Annual plans and 5th Neary Rattanak of MOWA</p>	<p>Decentralization and deconcentration processes is continuously gender-responsive.</p>		<p>It should be re-examined what elements of gender mainstreaming mechanisms are aimed to be strengthened and scaled up.</p>
<p>Outputs 1 The capacity of MOWA/PDWA is strengthened to promote women's economic empowerment (WEE) at the sub-national levels through gender mainstreaming mechanisms.</p>	<p>1-1. Networking among the stakeholders at the national and sub-national levels is established to promote WEE through TWG-G Sub-group on WEE. 1-2. 'Gender Terminology Booklet' is updated. 1-3. 'Gender Statistics Leaflet' is updated and provincial gender statistics is developed in the target provinces. 1-4. Revised PGM Methods Guidelines is developed to integrate gender-responsive value chain analysis. 1-5. 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' is developed. 1-6. The partner line ministries/departments integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects through the promotion by MOWA/PDWA. 1-7. The scaling-up plans of the gender mainstreaming mechanisms for WEE at the sub-national levels is developed by MOWA during the Project period for their implementation after the termination of the Project in the provinces which are not targeted by the Project, which target the provinces other than the target provinces of the Project.</p>	<p>1-1. Minutes of meetings and reports of TWG-G Sub-group on WEE 1-2. Updated Gender Terminology Booklet 1-3. Updated 'Gender Statistics Leaflet', Developed provincial gender statistics 1-4. Revised PGM Method Guidelines 1-5. Developed "WEE Guidelines through Gender Mainstreaming at the Sub-national Levels" 1-6. Revised GMAPs and annual action plans of partner line ministries, annual plans of WCCC of the target provinces 1-7. Developed scaling-up plan</p>	<p>GMAG members at the national and sub-national levels cooperate and participate in the Project activities.</p>	<p>1-1. It was agreed to share outputs and lessons learned with GMAG of partner ministries in the existing TWG-G WEE meeting with the Director of General Directorate for Gender Equality and Economic Development. 1-2. After selecting 105 words through the consultation meetings with stakeholders, definition and translation works have been done. 1-3. Preparation for developing provincial gender statistics for KPT and TBK provinces has been started.</p>	

<p>Outputs 2 Gender mainstreaming mechanisms established by PGM2 is strengthened to promote women's economic empowerment (WEE) with market orientation in agriculture (chicken raising) at the sub-national levels in preparation for nation-wide diffusion and scaling-up.</p>	<p>2-1. The tools for the scaling-up activities on agriculture (chicken raising) is prepared based on the results of the gender-responsive socio-economic impact analysis of PGM2 and value chain analysis</p> <p>2-2. Scaling-up activities are planned, implemented, monitored and evaluated by PDWA and partner provincial departments in the three provinces (Kampong Chhnang Province, Kampong Thom Province, Tbong Khmum Province) selected based on the criteria decided by PDWA</p> <p>2-3. Scaling-up activities are coordinated and monitored through the WEE-WG working groups on WEE in the target provinces.</p> <p>2-4. Activities to maintain and expand the achievements of the scaling-up activities are integrated into the policies and activity plans of the partner line ministries/departments.</p>	<p>2-1. Developed tools (i.e. developed marketing manual on chicken raising)</p> <p>2-2. Developed activity plan of MOWA, Reports about PGM Methods workshops</p> <p>2-3. Minute of meetings and reports of working groups on WEE</p> <p>2-4. Annual plans and/or GMAPs of partner line ministries, Annual plans of WCCC of the target provinces</p>		<p>2-2. After revising the plan, scale-up activity has started to implement in Kampong Chhnang province.</p> <p>2-3. WEE-WG has been re-started and discussed the plan of scale-up activity in Kampong Chhnang province. Also, WEE-WG were newly established in Kampong Thom and Tbong Khmum provinces.</p>	
<p>Outputs 3 Gender mainstreaming mechanisms are established to promote women's economic empowerment (WEE) in tourism industries with market orientation at the sub-national levels through implementation of pilot projects.</p>	<p>3-1. The pilot project activities are planned, implemented, monitored and evaluated by PDWA and partner provincial departments in the selected province (Siem Reap Province)</p> <p>3-2. Networking between public and private sectors are established to strengthen marketing of the pilot projects through WEE-WG working group on WEE.</p> <p>3-3. Results of various researches and studies on marketing are compiled, and tools are developed to strengthen marketing of the pilot projects.</p> <p>3-4. Socio-economic status of women engaged in tourism industries is improved. Indicators will be decided based on the baseline survey conducted by the Project.</p> <p>3-5. Activities to maintain and expand the achievements of the pilot projects are integrated into the policies and activity plans of the partner line ministries/departments.</p>	<p>3-1. Reports about PGM Methods workshops</p> <p>3-2. Minute of meetings and reports of WEE-WG working group on WEE</p> <p>3-3. Reports of marketing research, Developed tools</p> <p>3-4. Results of baseline and end-line survey</p> <p>3-5. Annual plans and/or GMAPs of partner line ministries, Annual plans of WCCC of the target province</p>		<p>3-1. Site selection was done based on the selection criteria agreed in the WEE-WG and the collected information.</p>	

Activities	Inputs		Pre-Conditions
	The Japanese Side	The Cambodian Side	
<p>(Preparation of the supporting setup at the national level)</p> <p>1-1. The Project encourages the stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate more actively in TWG-G Sub-group on WEE. The MOWA may establish an advisory board for WEE under TWG-G Sub-group on WEE, which is mainly consisted of stakeholders in the private sectors.</p> <p>1-2. The stakeholders of the scaling-up activities and pilot projects at the sub-national levels (i.e. the chairs of WEE-WG working groups on WEE) share the achievements and challenges of the Project activities in the meeting of TWG-G Sub-group on WEE and receive advices from the members.</p> <p>1-3. The members of the TWG-G Sub-group on WEE participate in the workshops, seminars and exchange visits related to the pilot projects and scaling-up activities at the sub-national levels.</p> <p>(Preparation of tools)</p> <p>1-4. The MOWA updates 'Gender Terminology Booklet'</p> <p>1-5. The MOWA updates 'Gender Statistics Leaflet'.</p> <p>1-6. Provincial gender statistics of the target provinces are developed based on the achievements of Output 2 and Output 3 by MOWA/PDWA with the support from MOP/PDOP.</p> <p>1-7. The PGM Methods Guidelines are revised integrating the gender-responsive value chain analysis method based on the achievements of the Output 2 and Output 3.</p> <p>1-8. The Project develops the 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' as improved comprehensive guidelines based on the achievements of the Output 2 and Outputs 3 by using the "Comprehensive Guidelines for WEE in Rural Areas" developed by PGM2 as reference.</p> <p>(The partner line ministries/departments)</p> <p>1-9. The MOWA provides technical support to update and implement the GMAPs of partner line ministries as necessary.</p> <p>1-10. The Project hold workshops on gender budgeting to the stakeholders of the partner line ministries.</p> <p>1-11. The Project encourages the partner line ministries/departments to integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects.</p> <p>(Development of the scaling-up plans)</p> <p>1-12. The MOWA develops the scaling-up plans of the gender mainstreaming mechanisms for WEE at the sub-national levels for their implementation after the termination of the Project, which target the provinces other than the target provinces of the project.</p> <p>1-13. The Project organizes a seminar to share the achievements, outcomes, best practices and lessons learned of the Project with all the stakeholders before the termination of the Project.</p> <p>1-14. The Project organizes a regional seminar to share the achievements, outcomes, best practices and lessons learned of the Project with the ASEAN countries at an appropriate timing.</p>	<p>1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management</p> <p>2. Seminars, workshops and trainings</p> <p>3. Necessary equipment for the project activities</p>	<p>1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost</p>	<div style="text-align: center;">  </div> <p><Issues and countermeasures></p>
<p>(Preparation of tools based on the achievements of PGM2)</p> <p>2-1. The Project conducts gender-responsive socio-economic impact analysis of the chicken raising pilot project of PGM2 in Kampong Cham province.</p> <p>2-2. The Project implements gender-responsive value chain analysis of chicken raising in Kampong Cham and compiles the methodology of the analysis.</p> <p>2-3. The PDWA and partner provincial departments develop a monitoring plan of the chicken raising pilot project of PGM2 based on the result of 2-1 and 2-2, and restart monitoring of the activities.</p> <p>2-4. The Project implements supplementary activities to follow-up the chicken raising pilot project of PGM2 based on the results of analysis conducted in 2-1 and 2-2 and monitoring conducted in 2-3.</p> <p>2-5. A working group to coordinate and monitor the activities for WEE implemented by PDWA and the partner provincial departments (possibly called as 'WEE-WG working group on WEE') is established in collaboration with Women Children Consultative Committee (WCCC). The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate in the WEE-WG working group on WEE.</p> <p>2-6. The results of the monitoring conducted by PDWA and partner provincial departments in 2-3 are periodically shared to coordinate activities and discuss about the possible solutions at the meetings of the WEE-WG working group on WEE.</p> <p>2-7. The Project revises the 'Monitoring Guidelines of Pilot Project' developed by PGM2 based on the monitoring activities conducted by PDWA and partner provincial departments under the coordination of WEE-WG working groups on WEE based on the activities of 2-5 and 2-6.</p> <p>2-8. The Project develops a gender-responsive marketing manual on chicken raising targeting farmers based on the achievement of 2-1, 2-2, 2-3 and 2-4, which is complementary with the 'Technical Manual on Agricultural Production (chicken raising)' developed by PGM2.</p> <p>(Preparation of the implementation of scale ing-up activities)</p> <p>2-9. The MOWA develops implementation plans for scale ing-up activities which specify the target, schedule, budget and human resources during the Project period.</p> <p>2-10. The MOWA defines the selection criteria for the target provinces of the scale ing-up activities, and selects the target provinces accordingly. During the process of the selection, MOWA collects baseline data about the capacity of PDWA and partner provincial departments on gender mainstreaming in each target province.</p> <p>2-11. The working groups on WEE are established in the selected provinces under WCCC. The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institution) to participate in the WEE-WG working group on WEE as members. The action plans of WEE-WG working groups on WEE are developed and integrated into the WCCC annual plans and provincial development plans.</p>			

<p>(Planning of the scaling-up activities)</p> <p>2-12. The PDWA and partner provincial departments conduct policy analysis and gender analysis based on the steps of PGM Methods (from step1 to step4) through PGM Methods workshops facilitated by MOWA/PDWA. The socio-economic baseline data is collected on the female/male farmers and their gender issues are identified in the target areas of the scaling-up activities.</p> <p>2-13. The PDWA and partner provincial departments conduct gender-responsive value chain analysis based on the methodology developed in 2-2 through PGM Method workshop, which is considered as a complementary step to the PGM Methods.</p> <p>2-14. The PDWA and partner provincial departments develop plans for scaling-up activities on agriculture (chicken raising) through PGM Methods workshop (step5) facilitated by MOWA/PDWA.</p> <p>(Implementation and monitoring of the scaling-up activities)</p> <p>2-15. The PDWA and partner provincial departments implement activities in respective sector based on the plans developed in 2-14.</p> <p>2-16. The scaling-up activities are monitored based on the monitoring guidelines developed in 2-7 by PDWA and partner provincial departments. The results of the monitoring are periodically shared for coordinating activities and discussing about the possible solutions at the meetings of the WEE-WG working groups on WEE. The results of the meetings of WEE-WG the working groups on WEE are also shared in the monthly meetings of WCCC.</p> <p>(Feedback of the evaluation result of scaling-up activities)</p> <p>2-17. The PDWA and partner provincial departments conduct evaluation study on the scaling-up activities, including gender impact analysis based on the baseline data collected in 2-12 through PGM Methods workshop (step8) facilitated by MOWA/PDWA.</p> <p>2-18. The PDWA and partner provincial departments develop policy recommendations based on the results of evaluation study conducted in 2-17 through PGM Methods workshop (step9) facilitated by MOWA/PDWA.</p> <p>2-19. The partner provincial departments share the policy recommendations developed in 2-18 with WCCC and TWG-G Sub-group on WEE and propose them to be integrated into their policies and plans. The MOWA/PDWA provide them with necessary information about resource mobilization and gender budgeting.</p>			
<p>(Prepare the setup to implement the pilot projects in tourism industries)</p> <p>3-1. The WEE-WG working group on WEE is established in the selected province. The Project encourages stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate in the WEE-WG working group on WEE as members. The action plans of WEE-WG working groups on WEE are developed and integrated into the WCCC annual plans and provincial development plans.</p> <p>(Planning of the pilot projects in tourism industries)</p> <p>3-2. The PDWA and partner provincial departments conduct policy analysis and gender analysis based on the steps of PGM Methods (from step1 to step4) through PGM Method.</p> <p>3-3. The PDWA and partner provincial departments conduct gender-responsive value chain analysis on tourism industries based on the methodology developed in 2-2 through PGM Method workshop facilitated by MOWA/PDWA. Information collection and analysis about marketing are also conducted for the pilot projects, including exploring and utilizing of the local resources.</p> <p>3-4. The PDWA and partner provincial departments develop plans for pilot projects on tourism industries through PGM Methods workshop (step5) facilitated by MOWA/PDWA.</p> <p>3-5. The gender-responsive socio-economic baseline survey, including information collection about the gender issues, is conducted about the target industries and areas of the pilot projects decided in 3-4. The results of the survey are compiled to a report.</p> <p>(Implementation and monitoring of the pilot projects on tourism industries)</p> <p>3-6. The PDWA and partner provincial departments implement activities in respective sector based on the plans developed in 3-4.</p> <p>3-7. The pilot project activities are monitored based on the monitoring guidelines developed in 2-7 by PDWA and partner provincial departments. The results of the monitoring are periodically shared for coordinating pilot project activities and discussing about the possible solutions at the meetings of the WEE-WG working group on WEE. The results of the meetings of the WEE-WG working groups on WEE are also shared in the monthly meetings of WCCC.</p> <p>3-8. The Project implements gender-responsive marketing activities in tourism industries and develops and defuse hands-on tools for marketing in tourism industries targeting stakeholders at the grassroots levels.</p> <p>(Feedback of the evaluation result of pilot projects)</p> <p>3-9. The PDWA and partner provincial departments conduct evaluation study on the pilot projects, including gender impact analysis based on the baseline data collected in 3-5 through PGM Methods workshop facilitated by MOWA/PDWA. The Project compiles the results of the evaluation study as end-line</p> <p>3-10. The PDWA and partner provincial departments develop policy recommendations based on the results of the evaluation study conducted in 3-9 through PGM Methods workshop facilitated by MOWA/PDWA.</p> <p>3-11. The partner provincial departments share the policy recommendations developed in 3-10 with WCCC and TWG-G Sub-group on WEE and propose them to be integrated into their policies and plans. The MOWA/PDWA provide them with necessary information about resource mobilization and gender budgeting.</p>			

Project Monitoring Sheet IV (Revised PO)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)

		2017				2018				2019				2020				2021				2022				Remarks	Monitoring				
		I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV		Issue	Solution			
Inputs																															
Expert																															
Akane Totani (Chief Advisor/Gender Mainstreaming)	Plan																											Dispatched as planned with some modification			
	Actual																														
Michiko Tsurumine (Deputy Chief Advisor/Gender Mainstreaming)	Plan																											Dispatched as planned with some modification			
	Actual																														
Rie Fusamae (Institutional Development/Governance)	Plan																											Dispatched as planned with some modification			
	Actual																														
Yasuko Yagi (Women's Economic Empowerment)	Plan																											Dispatched as planned with some modification			
	Actual																														
Naoko Ogawa (Market and Business Development)	Plan																											Dispatched as planned with some modification			
	Actual																														
Mirei Sakamoto (Coordinator/Training Management)	Plan																											Dispatched as planned with some modification			
	Actual																														
Equipment																															
Office equipment																															
	Plan																														
	Actual																														
Laptop computers																															
	Plan																														
	Actual																											It was delayed to procure two laptop computers for PDWAs in KPT and TBK provinces according to the delay in pilot activities.	According to the progress of pilot activities in KPT and TBK provinces, the schedule of procurement will be re-examined.		
Training in Japan																															
	Plan																														
	Actual																														
In-country/Third country Training																															
	Plan																														
	Actual																											The third country training was originally planned for learning gender budgeting in Malaysia.	It was found that the need for learning gender budgeting is relatively low than the other topics in relation to WEE.	It was agreed that the third country training was converted as the training in Japan and conducted in JFY 2021 in the 3rd ICC.	
Outputs																															
Activities																															
Output 1: The capacity of MOWA/PDWA is strengthened to promote women's economic empowerment (WEE) at the sub-national levels through gender mainstreaming mechanisms.																															
1.1 The Project encourages the stakeholders in the private sectors (i.e. entrepreneurs networks, universities, research institutions) to participate more actively in TWG-G Sub-group on WEE. The MOWA may establish an advisory board for WEE under TWG-G Sub-group on WEE, which is mainly consisted of stakeholders in the private sectors.	Plan																											JICA	MOWA		
	Revised																														
	Actual																														
1.2 The stakeholders of the scaling-up activities and pilot projects at the sub-national levels (i.e. the chairs o working groups on WEE) share the achievements and challenges of the Project activities in the meeting of TWG-G Sub-group on WEE and receive advices from the members.	Plan																										JICA	MOWA/ PDWA	It is still early to share the outputs and identify findings from the implementation of the scaling-up activities and the pilot activities.		
	Actual																														
1.3 The members of the TWG-G Sub-group on WEE participate in the workshops, seminars and exchange visits related to the pilot projects and scaling-up activities at the sub-national levels.	Plan																										JICA	MOWA/ PDWA	Officials from partner line ministries participated in the site visit program and joint gender training as well as pilot activities.		
	Actual																														
1.4 The MOWA updates 'Gender Terminology Booklet'.	Plan																										JICA	MOWA	Final draft of 105 terms were approved by MOWA. However, according to the suggestion of H E Director General, it should be shared with CSOs to get their comments.	The consultation meeting with CSOs was conducted in February 2020. The project will examine how to modify the draft based on the collected comments and share with	
	Actual																														
1.5 The MOWA updates 'Gender Statistics Leaflet'.	Plan																										JICA	MOWA			
	Revised																														
	Actual																														
1.6 Provincial gender statistics of the target provinces are developed based on the achievements of Output 2 and Output 3 by MOWA/PDWA with the support from MOP/PDOP.	Plan																										JICA	PDWA	While the draft of TBK province was finalized, the draft of KPT province has been modified based on the comments from the project expert. Preparation in KCH province has been started.	After finalizing the draft of KPT province, the printing process will be started soon.	
	Actual																														
1.7 The PGM Methods Guidelines are revised integrating the gender-responsive value chain analysis method based on the achievements of the Output 2 and Output 3.	Plan																										JICA	MOWA			
	Actual																														
1.8 The Project develops the 'WEE Guidelines through Gender Mainstreaming at the Sub-national Levels' a improved comprehensive guidelines based on the achievements of the Output 2 and Outputs 3 by using the 'Comprehensive Guidelines for WEE in Rural Areas' developed by PGM2 as reference.	Plan																										JICA	MOWA/ PDWA			
	Actual																														
1.9 The MOWA provides technical support to update and implement the GMAPs of partner line ministries as necessary.	Plan																										JICA	MOWA			
	Actual																														
1.10 The Project hold workshops on gender budgeting to the stakeholders of the partner line ministries.	Plan																										JICA	MOWA			
	Actual																														
1.11 The Project encourages the partner line ministries/departments to integrate the activities and advices which are proposed in the policy recommendations developed under Output 2 and Output 3 into their programs and projects.	Plan																										JICA	MOWA/ PDWA			
	Actual																														
1.12 The MOWA develops the scaling-up plans of the gender mainstreaming mechanisms for WEE at the sub national levels for their implementation after the termination of the Project, which target the provinces other than the target provinces of the project.	Plan																										JICA	Cambodia			
	Actual																														
1.13 The Project organizes a seminar to share the achievements, outcomes, best practices and lessons learned of the Project with all the stakeholders before the termination of the Project.	Plan																										JICA	MOWA			
	Actual																														
1.14 The Project organizes a regional seminar to share the achievements, outcomes, best practices and lessons learned of the Project with the ASEAN countries at an appropriate timing.	Plan																										JICA	MOWA			
	Actual																														

1. List of Japanese Experts

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming 1	Akane Totani	6.67 / 14.00 0.0 / 0.3 (in Japan)
Deputy Chief Advisor/ Gender Mainstreaming 2	Michiko Tsurumine	3.73 / 8.17
Institutional Development/ Governance	Rie Fusamae	5.03 / 11.50
Women's Economic Empowerment	Yasuko Yagi	7.57 / 12.83
Market and Business Development	Naoko Ogawa	4.70 / 13.33
Coordinator/Training Management	Mirei Sakamoto	5.13 / 14.70 0.0 / 0.5 (in Japan)

As of 29 February 2020

2. List of Counterparts (Ministry of Women's Affairs: MoWA)¹

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Hou Nirmitta	Director	Gender Equality (GED)
5	Ms. Soth Sithan	Directors	Economic Development (EDD)
6	Mr. Tim Phiyary	Deputy Director	PSD
7	Ms. Khim Sovanny	Chief Office	PSD
8	Ms. Te Tevy	Chief Office	PSD
9	Ms. Meach Sotheary	Chief Office	GED
10	Ms. Chhi Ratta	Official	Cabinet of Minister
11	Mr. Sok Chheng	Chief Office	EDD
12	Mr. Meas Chiwut	Vice Chief Office	GED
13	Ms. Ouk Kosomakesey	Vice Chief Office	PSD
14	Ms. Chea Socheata	Vice Chief Office	PSD
15	Ms. Somthun Chanchariya	Vice Chief Office	PSD
16	Mr. Pin Soksratum	Vice Chief Office	PSD
17	Mr. Ham Siphath	Vice Chief Office	EDD
18	Ms. Chea Chanvanny	Officer	EDD
19	Ms. Heng Samphos	Officer	PSD
20	Ms. Meng Dina	Vice Chief Office	PSD
21	Ms. Set Channarath	Officer	GED

¹ Ms. Nith Sreya (deputy director of PSD) and Ms. Chan Vanny (Chief Office of GED) resigned, since they were promoted in August 2019. Instead of them, Ms. Dina (No. 22) and Ms. Narath (No. 23) were newly assigned.

3. List of Focal Points of MoWA in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Vice Chief Office	GED
	Mr. Sok Chheng	Chief Office	EDD
Kampong Thom	Ms. Chea Socheata	Vice Chief Office	PSD
	Ms. Ouk Kosomakesey	Vice Chief Office	PSD
	Ms. Meng Dina	Vice Chief Office	PSD
Tbong Khmum	Mr. Ham Siphath	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD
	Ms. Somthun Chanchakriya	Vice Chief Office	PSD
Siem Reap	Ms. Te Tevy	Chief Office	PSD
	Ms. Chea Chanvanny	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD
	Ms. Seth Channaroth	Vice Chief Office	GED

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Vice Governor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Lay Nareth	Deputy Director PDOP	Member
4	Him Sochetta	Deputy Director PDIH	Member
5	Soam Sinath	Deputy Director PDLVT	Member
6	Kay Sokchea	Deputy Director PDRD	Member
7	Hy Ratana	Chief Office, PDOC	Member
8	Sun Kimsean	Vice Chief Office, PDRD	Member
9	Nhim Sokha	PDLVT	Member
10	Chhin Kanha	PDAFF	Member
11	Thaurnk Kim Chheang	Vice Chief Office, PDAFF	Member
12	Ith Sophany	PDOWA	Member
13	Ven Sreyleak	PDIH	Member
14	Seung Channy	PDOP	Member
15	Yin Chenda	PDOP	Member
16	Tim Chi	PDRD	Member
17	Khiev Pros	PDLVT	Member
18	Seung Pisen	PDOC	Member
19	Ouk Sokha	PDOC	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Vice Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Lay Aun	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Deputy Director, PDWA	Chair
2	Hok Sovila	PDOT	Deputy
3	Bun Chrib	Deputy Director, PDLVT	Member
4	Srey Sokun	Deputy Director, PDOP	Member
5	Sar Reune	Deputy Director, PDAFF	Member
6	Seur Siharith	Deputy Director, PDRD	Member
7	Tob Thoeun	Deputy Director, PDIH	Member
8	Team Phally	Deputy Director, PDOC	Member
9	Phoeun Sokna	PDIH	Member
10	Chhun Sophoan	PDWA	Member
11	Luy Ratana	PDWA	Member
12	Morm Simorn	PDOP	Member
13	Sab San	PDOP	Member
14	Lim Hong	PDOC	Member
15	Roeun Oeuy	Provincial Council	Member
16	Luch Kunthea	PDWA	Member
17	Nan Mao	PDWA	Member
18	Sorn Sidalin	PDOT	Member
19	Nhornh Makara	PDWA	Member
20	Prum Sophea	PDAFF	Member
21	Khean Seryvuth	PDRD	Member
22	Pot Saroeut	PDRD	Member
23	Say Sothol	PDLVT	Member
24	Bor Bun	PDAFF	Member
25	Hieng Putheara	PDLVT	Member
26	Long Somavattay	PDIH	Member
27	Cheim Soram	PDLVT	Member
28	Sou Pola	PDOC	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Vice Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDIH	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Sear Longthearoth	Deputy Director, PDOC	Member

7	Seng Cheasok	Deputy Director, PDRD	Member
8	Hiev Chanry	PDWA	Member
9	Hun Sam At	PDWA	Member
10	Sou Pharin	PDWA	Member
11	Huon Chenda	PDWA	Member
12	Men Chanthoeun	PDAFF	Member
13	Hun Kotal	PDAFF	Member
14	Neang Sopheak	PDLVT	Member
15	Yin Ryong	PDLVT	Member
16	Ros Kimchaey	PDIH	Member
17	Hun Somnang	PDIH	Member
18	Piev Theary	PDOC	Member
19	Sa Vorn	PDOC	Member
20	Oem Sokleng	PDOP	Member
21	Vann Sarong	PDOP	Member
22	Tann Molika	PDRD	Member
23	Tann Saimeng	PDRD	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Vice Governor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Ros Sopheak	Provincial Council	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Sreur Engly	Deputy Director, PDLVT	Member
6	Cheng Chhunny	Deputy Director, PDIH	Member
7	Kheur Vannthach	Deputy Director, PDOP	Member
8	Meas Sambath	Deputy Director, PDRD	Member
9	Son Sarat	Deputy Director, PDAFF	Member
10	Ching Chun	PDLVT	Member
11	Pech Chordaphea	PDWA	Member
12	Phorn Lanita	PDWA	Member
13	Hor Lenghong	PDOC	Member
14	An Darika	PDOC	Member
15	Chea Kimhong	PDIH	Member
16	Keo Viriya	PDRD	Member
17	Cham Chanraksmey	PDRD	Member
18	Choam Sreymao	PDAFF	Member
19	Chroeng Sothea	PDAFF	Member
20	Ny Sokheann	PDOP	Member
21	Ret Rotana	PDOP	Member

8. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Laptop	NB ASUS A442UQ-FA044T 3F Red	690	2019/7/29	PDWA (Siem Reap)
3	Laptop	NB ASUS VivoBook S ultrathin S530FN-BQ117T	859	2019/7/29	PDWA (Siem Reap Project office)

9. List of Office Equipment (Consumable)

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
2	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)
3	Air conditioner	Panasonic	240	2019/2/8	PDWA (Kampong Chhnang) *Disposed July 3, 2019 due to malfunction
4	Air conditioner	Panasonic	325	2019/6/10	PDWA (Kampong Chhnang)
5	Printer	HP LaserJet Pro M203	195	2019/7/16	PDWA (Siem Reap)
6	Office Cabinet (tall)	-	130	2019/7/16	PDWA (Siem Reap)
7	Office Cabinet (short)	-	110	2019/7/16	PDWA (Siem Reap)
8	Desk with drawer	-	125	2019/7/16	PDWA (Siem Reap)
9	Desk without drawer	-	75	2019/7/16	PDWA (Siem Reap)
10	Camera	Canon	359	2019/10/25	PDWA (Siem Reap)
11	Portable wifi	Smart@Home	36	2020/3/4	Project Office (MoWA)

TO: CR of JICA Cambodia

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 7 (Term: March 2020 – August 2020)
Name: Te Vouchlim, Director, Planning and Statistics Department,
 Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date:

I. Summary

1 Progress

1-1 Progress of Inputs (for details, see Attachment)

Japanese side

- Japanese experts¹ were not dispatched as planned because of the travel restrictions to prevent the spread of COVID-19. Some of their man-months for field work in Cambodia were transferred to those for work in Japan, and the experts worked in Japan. Although all communication with MOWA Counterparts (hereinafter referred to as "C/Ps") and project personnel had to be made remotely, proper coordination and preparations were done for implementing project activities.
- As the Expert on Market and Business Development resigned for personal reasons, a new expert was assigned and started working on 5 March 2020. In addition, the division of duties among the Japanese experts was reviewed, and the titles of two posts were modified as follows: Market and Business Development → Market and Business Development/Training Management; and Coordinator/Training Management → Coordinator/Gender Output Analysis.
- Operational costs for project implementation including the procurement of equipment² and hiring six local staff members (a Senior Coordinator, a Senior Field Coordinator, two Field Coordinators, an Assistant Coordinator, and a Driver) were disbursed.

Cambodian side

- Fifteen C/Ps of MOWA³ were assigned as Focal Points (hereinafter referred to as "F/Ps") in charge of pilot activities in each province.⁴
- The members of the Women's Economic Empowerment Working Group (WEE-WG) in the

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 8 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

provinces of Kampong Chhnang,⁵ Siem Reap,⁶ Kampong Thom,⁷ and Tboung Khmum⁸ were changed.

1-2 Progress of Activities

Since the Project Design Matrix (PDM) was revised and agreed upon in the Record of Discussion (RD) on 16 January 2020 between the Cambodian and Japanese sides, progress has been shared on the activities specified in the revised PDM.

Output 1: The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level

Activity 1-1. Gender capacity assessment is conducted

Activity 1-2. According to the results of the assessment, “capacity development plan on WEE” is prepared

- The results of the prior assessment, which was done in the joint gender workshop in January 2020, were compiled and analysed. It was found that PDWAs and PDs in all the five provinces participated in several types of gender training including the one provided by PGM-WEE and were highly interested in gender issues and women’s empowerment. However, the analysis also revealed that most of them were not sufficiently capable of identifying gender issues and implementing effective activities for supporting women because of the lack of practical knowledge and skills on gender analysis and gender perspectives to be integrated in planning and implementation stages..
- After identifying and categorizing necessary aspects of gender capacity to be strengthened through the project activities, an assessment will be designed so that it can measure the outputs and impacts of capacity development by PGM-WEE.

Activity 1-3. A series of workshops and trainings for strengthening MOWA/PDWA’s advocacy and coordination capacities for promoting WEE are planned and conducted

- As part of pilot and other activities, several technical meetings were held, which contributed to strengthening MOWA/PDWA’s capacities with regard to planning and implementing relevant activities for promoting WEE. Details are shown in Activity 1-6, 2-2, 2-3, and 2-4.

Activity 1-4. “Gender terminology booklet” is updated

- After finalizing the first draft with 110 terms, in an internal consultation meeting, MOWA decided to (1) reduce the number of terms by deleting less-prioritized terms such as the ones on the Cambodian governmental system, (2) avoid duplication with the existing terminology by deleting the overlapped terms or rephrasing the terms with the gender perspective, and (3) reflect the

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

⁷ See Attachment 6 List of WEE Working Group Members in Kampong Thom Province.

⁸ See Attachment 7 List of WEE Working Group Members in Tboung Khmum Province.

definitions in Chuon Nath's Khmer Dictionary, the existing Khmer dictionary. Based on the decisions above, the terms in the booklet were sorted out and their definitions were revised by referring to other terms and the dictionary.

Activity 1-5. "Gender statistics leaflet" is updated

Completed during the first batch of the Project.

Activity 1-6. "Provincial gender statistics" are developed in each target province

- On 10 June 2020 in Tbong Khmum province, the official ceremony to announce the completion of the provincial gender statistics booklet was conducted. A total of 1,220 copies of the booklet were disseminated to the provincial departments and other relevant institutions in the province.
- In Kampong Thom province, the draft booklet was finalized, and the printing process started.
- In Kampong Chhnang province, the draft booklet has been modified by the concerned PDs and will be finalized soon.

Activity 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline

- Although the gender responsive value chain analysis method had been developed and tested in Kampong Cham and Kampong Chhnang provinces in the first batch of the project, it has been decided to modify and re-test the model for the pilot activity in Siem Reap province as part of the gender analysis session to be held in October 2020.

Activity 1-8. Technical advices on gender responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level

- As much relevant information as possible on the M&E system at the national and regional levels has been collected to identify the objective of technical advice to be provided by the project.

Activity 1-9. Training on gender mainstreaming and WEE are conducted in Japan

Will be taken up later.

Activity 1-10. Terminal gender capacity assessment is conducted

Will be taken up in the end of the Project.

Output 2: Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments

【Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level】

Activity 2-1. In Kampong Cham province, chicken raising activities supported by PGM2 are monitored and followed up

Completed during the first batch of the Project.

Activity 2-2. In Kampong Chhnang province, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- All the data collected in the end-line survey, which was conducted on 12-14 and 16 February 2020, were compiled. It was found that the data had to be analysed carefully because some of the data were inconsistent with the results of the baseline survey.

Activity 2-3. In Siem Reap, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- On 22-26 June and 13-16 July 2020 in the Kampong Phluk Community-Based Tourism (hereinafter referred to as CBT) site, the following four sessions were conducted: [session 5] customer analysis; [session 6] production plan; [session 7-1] business environment analysis (1) (hospitality); and [session 7-2] business environment analysis (2) (5S) of a series of business training (village business school). It was not possible to conduct those sessions between November and December 2019 because of the busy fishing season.

No	Topic of the Session	Date	No. of Participants	
			Women	Men
5	Customer Analysis	24 Jun. 2020	24	2
6	Production Planning	25 Jun. 2020	26	2
7	Business Environment Analysis (1)	15 Jul. 2020	23	3
	Business Environment Analysis (2)	16 Jul. 2020	22	3

- In both the Khnar Por and Kampong Phluk CBT sites, session 10 (PR strategy) was conducted on 11-13 August 2020.

No	Topic of the Session	Date	No. of Participants			
			Khnar Por		Kampong Phluk	
			Women	Men	Women	Men
10	PR strategy	12-13 Aug. 2020	4	9	18	3

- Training materials for sessions such as session 11 (gender responsive value chain analysis) and session 12 (business plan) were developed, and the Japanese consultants provided technical advice to the F/Ps of MOWA.

【Integration of gender perspectives in the existing programs and projects at the sub-national level】

Activity 2-4. In Tbong Khmum and Kampong Thom, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG

- In Tbong Khmum, the rapid feasibility survey was conducted on 23-25 June 2020. According to the survey results, the Ou Rang Oy Mean Chey Agricultural Cooperative undertaking vegetable cultivation and the Seda Sen Chey Agricultural Cooperative involved in chicken raising and vegetable cultivation were prioritized. These two cooperatives will be discussed in the WEE-WG meeting in September 2020.
- In Kampong Thom, based on the results of the February 2020 rapid feasibility survey, the following two areas were approved as target areas for pilot activities in the WEE-WG meeting on 29 July 2020: Prey Kuy and Prey Kuy I Village involved in vegetable cultivation and chicken raising; and Ou Krou Ker and Kampong Chher Teal Village involved in making rattan products. Furthermore, on 30-31 July 2020, PDWA and PDs identified and analysed women's issues in the two areas with the facilitation of MOWA F/Ps.

Activity 2-5. In Kampong Cham and Kampong Chhnang, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

Will be taken up later.

Activity 2-6 In Siem Reap, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

Will be taken up later.

【Consideration on effective measures for promoting WEE and active women's participation in economic activities】

Activity 2-7 Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline

Will be taken up later.

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA

Activity 3-1 In coordination and collaboration with MOWA, project activities are integrated in the action plan for Nearly Rattanak V and NCDD Gender Policy.

Although an action plan on the NCDD Gender Policy was to be prepared in April 2020, the preparation process has not been clear. It is necessary to follow up on the process for both Nearly Rattanak V and the NCDD Gender Policy.

Activity 3-2 Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level

Will be taken up later.

Activity 3-3 The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts

Will be taken up later.

Activity 3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings

Will be taken up later.

Activity 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans of the partner line ministries and NCDD Gender Policy

Will be taken up later.

Activity 3-6 An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learned of the project activities with line ministries

Will be taken up later.

Activity 3-7 A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among

the ASEAN countries

Will be taken up later.

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MOWA and PDWA for promoting WEE)

- The capacities of MOWA and PDWA have been developed through the project activities. However, it is not possible to indicate the extent of the capacity development in percentages because no capacity assessment has been done. It is necessary at the earliest convenience to conduct capacity assessment and identify the aspects of the capacities that need strengthening with regard to advocacy and coordination for promoting WEE at the sub-national level.

Output 2 (Verification of implementation mechanism and tools for promoting WEE)

- (Indicator 2-1) It is fair to say that 30% of the indicator was achieved because several tools were developed through the implementation of pilot activities. Both the pilot activities in Kampong Thom and Tbong Khmum and the follow-up activities in Kampong Cham and Kampong Chhnang have been prepared but not started.
- (Indicator 2-2) It is fair to say that 30% of the indicator was achieved because the WEE-WG was established and has been active in all the five target provinces. Capacity building of WEE-WG members and institutionalization will be done continuously until the end of the project.

Output 3 (Acknowledgement of recommendations to implement gender-responsive policies)

- It is not possible to indicate the extent of achievement of this indicator in percentages because no recommendations, tips, or lessons learned have been identified thus far.

1-4 Achievement of the Project Purpose

- The activities to achieve the Project Purpose have been implemented as planned; however, it is too early to measure the achievement of the Project Purpose by the two indicators set in the PDM.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
As it was agreed in the third JCC that the relationships among the GMAG members, MOWA, and the Project should be strengthened, it can be said that the risks regarding cooperation of the GMAG members are not high.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentrating processes

Although the alignment of the Project with the new NCDD policy on promoting gender equality for sub-national democratic development, which was endorsed in May 2019, was agreed in the third JCC, it is still necessary to follow up on the decentralisation and deconcentration (D&D) process in order to minimize the risks that could affect the achievement of the Project Purpose.

1-6 Progress of Actions undertaken by JICA

Nothing in particular

1-7 Progress of Actions undertaken by Government of Cambodia

Nothing in particular

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen the gender mainstreaming mechanism in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None

2 Delay of Work Schedule and/or Problems (if any)

- Gender capacity assessment
- Gender terminology booklet

3 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO)

The PO was modified according to the PDM that was approved in the 3rd JCC held in December 2019 and the revised Record of Discussion (R/D).

3-2 Other modifications on detailed implementation plan

None

4 Preparations Done by the Government of Cambodia for the Future after the Completion of the Project

- To examine necessary legislative measures and coordination for integrating functions of WEE-WGs into the existing structure of Women and Children's Consultative Committees (WCCC) at the provincial level
- To facilitate active discussions on WEE among the concerned stakeholders by using the opportunity of TWG-G WEE on a regular basis

II. Project Monitoring Sheet I & II as Attached

Form 3-2: Project Design Matrix (PDM)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Duration: 5 years (February 2017 - February 2022)
Project Area: Phnom Penh and 5 selected provinces (Kampong Chhnang, Kampong Tom, Siem Reap, Tbong Khmum and Kampong Cham)
Target Group: Ministry of Women's Affairs (MOWA) and Provincial Department of Women's Affairs (PDWA)
 Gender Mainstreaming Action Group (GMAG) and Gender Focal Points (both the national and the sub-national levels) of the following Partner Line Ministries:
 Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MOIH), Ministry of Commerce (MOC),
 Ministry of Rural Development (MORD), Ministry of Labor and Vocational Training (MOLVT), Ministry of Tourism (MOT)

Version: 1
Date: February 2020

Beneficiary: Women and men in the target provinces

	Narrative Summary	Indicators	Means of Verification	Important Assumption	Achievement	Remarks													
Overall Goal	Women's Economic Empowerment (WEE) is promoted through gender-responsive programs and projects implemented at the sub-national level by line ministries/provincial departments through advocacy and coordination by MOWA/PDWA in target and non-target provinces.	1. Gender-responsive programs and projects are planned and implemented for promoting WEE based on the updated WEE Guideline and the PGM Method Guideline ¹¹ in target and non-target provinces. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in non-target provinces. 3. All the partner line ministries and NCDD integrate at least 1 recommendation into their sector policies/plans or NCDD Gender Policy/plan and implement gender-responsive programs and projects for promoting WEE at the sub-national level.	1-1. Annual reports of WCCC 1-2. Provincial Development/Investment Plan 2. Minutes of meetings and reports of WCCC 3. Sector policies and plans and NCDD Gender Policy/plan																
Project Purpose	Gender mainstreaming mechanisms are strengthened ¹² to promote Women's Economic Empowerment (WEE) at the sub-national levels by the partner line ministries/provincial departments through advocacy and coordination by MOWA/PDWA.	1. MOWA/PDWA advocates and coordinates with line ministries and partner provincial departments for planning and implementing gender-responsive programs and projects. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in all target provinces. 3. The updated WEE Guideline is approved by MOWA 4. Partner line ministries and NCDD gender team integrate at least 1 implementation tool or recommendation for promoting WEE into their projects and activities.	1. Annual plan and project documents of the partner provincial departments 2. Minutes of meetings and reports of WCCC 3. Approved updated WEE Guideline 4. Sector plans/annual plans/action plans of partner line ministries and for NCDD Gender Policy	Decentralization and deconcentration process is continuously gender-responsive.															
Output	1. The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level. 2. Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments. 3. Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA.	1. Capacity of the counterparts of MOWA/PDWA in advocacy and coordination which will be defined in the Gender Capacity Assessment is strengthened. 2-1. Implementing tools for promoting WEE at the sub-national level are acquired by the counterparts of MOWA/PDWA and the partner provincial departments. 2-2. Role of WEE-WG in the Project is institutionalized and included in the updated WEE Guideline. ¹³ 3. Recommendations (tips and lessons learned) are acknowledged by the partner line ministries, NCDD gender team and partner provincial departments.	1. Result of Gender Capacity Assessment 2. Minutes of meetings and reports of TWG-G WEE/GMAG 3. Minutes of meetings and reports of WEE-WG/WCCC 1-1. Records of trainings/workshops 1-2. Minutes of meetings and reports of WCCC 2. Updated WEE Guideline 1. Minutes of meetings and reports of TWG-G WEE/GMAG/NCDD gender team 2. Minutes of meetings and reports of WCCC	GMAG members at the national and sub-national levels cooperate and participate in the project activities.															
Activity	1-1. Gender capacity assessment is conducted. 1-2. According to the results of the assessment, "capacity development plan on WEE" is prepared. 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted. 1-4. "Gender terminology booklet" is updated. 1-5. "Gender statistics leaflet" is updated. 1-6. "Provincial gender statistics" are developed in each target province. 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline. 1-8. Technical advices on gender responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level. 1-9. Trainings on gender mainstreaming and WEE are conducted in Japan. 1-10. Terminal gender capacity assessment is conducted. [Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level] 2-1. In KPC, chicken raising activities supported by PGM2 are monitored and followed up. 2-2. In KCH, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. 2-3. In SRP, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. [Integration of gender perspectives in the existing programs and projects at the sub-national level] 2-4. In TBK and KPT, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG. 2-5. In KPC and KCH, PDWA and partner provincial departments analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. 2-6. In SRP, PDWA and partner PDs analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. [Consideration on effective measures for promoting WEE and active women's participation in economic activities] 2-7. Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline. 3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy. 3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level. 3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts. 3-4. The compiled recommendations are shared in the TWG-G WEE/ GMAG meetings. 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy. 3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries. 3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.			<table border="1"> <thead> <tr> <th colspan="2">Inputs</th> <th>Pre-Conditions</th> </tr> <tr> <th>Japanese Side</th> <th>Cambodian Side</th> <th></th> </tr> </thead> <tbody> <tr> <td>1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management</td> <td>1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost</td> <td></td> </tr> <tr> <td>2. Seminars, workshops and trainings</td> <td></td> <td></td> </tr> <tr> <td>3. Necessary equipment for the project activities</td> <td></td> <td></td> </tr> </tbody> </table>	Inputs		Pre-Conditions	Japanese Side	Cambodian Side		1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost		2. Seminars, workshops and trainings			3. Necessary equipment for the project activities		
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2. Seminars, workshops and trainings																			
3. Necessary equipment for the project activities																			
						<Issues and countermeasures>													

¹¹ PGM Method Guideline is the guideline for gender-responsive sector policy formulation developed in October 2007 and revised in August 2015 by MOWA and JICA.

¹² "Strengthening of gender mainstreaming policies" is defined as the following three elements: 1) adequate advocacy and coordination capacity of officials of MOWA/PDWA, 2) implementing mechanism and tools for policy implementation on WEE at sub-national level, and 3) recommendations for formulating and implementing gender-responsive policies for promoting WEE.

¹³ The functions and roles of WEE-WG defined in the updated WEE Guideline will be integrated into those of Women's and Children's Consultative Committee (WCCC) through consultative process with the concerned parties.

Project Monitoring Sheet VII (Revised PO)

Project Title: Project on Gender Mainstreaming for Promoting Women's Economic Empowerment (PGM-WEE)

Input		2017				2018				2019				2020				2021				2022	Remark	Monitoring		
		I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I		Issues	Solution	
Expert																										
Akane Totani	Plan																							Due to the travel restriction for preventing infection of COVID-19, the Japanese experts are not allowed to go to Cambodia as planned since March 2020.	All the tasks were done in Japan by communicating with the CPs and making necessary arrangement and coordination online.	
Chief Advisor/Gender Mainstreaming 1	Actual																									
Michiko Tsurumine	Plan																									
Deputy Chief Advisor/Gender Mainstreaming 2	Actual																									
Rie Fusamae	Plan																									
Institutional Development/Governance	Actual																									
Yasuko Yagi	Plan																									
Women's Economic Empowerment	Actual																									
Naoko Ogawa	Plan																									
Market and Business Development	Actual																									
Resigned because of personal inconvenience as of 5 March 2020																										
Mayumi Matsui	Plan																									
Market and Business Development/Training Management	Actual																									
Newly assigned as of 5 March 2020 with change of title (addition of duty of training management)																										
Mirei Sakamoto	Plan																									
Coordinator/Gender Output Analysis	Actual																									
Part of the title was changed corresponding to the change of division of duty among the team																										
Equipment																										
Office Equipment	Plan																									
	Actual																									
Laptop Computers	Plan																									
	Actual																									
Projector	Plan																									
	Actual																									
Training in Japan																										
Training in Japan	Plan																									
	Actual																									
It cannot be anticipated if the training can be conducted in Japan until the end of project due to the COVID-19.																										

1st
Batch

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA												
3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy	Plan										The process of preparing an action/annual plan of Neary Rattanak V and NCDD Gender Policy should be	Necessary information is to be collected through the discussion with MOWA CPs and NCDD gender team.
	Actual											
3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national	Plan									Discussion with Dpt. of economic development in charge of TWG-G WEE was done in Jan. 2000		
	Actual											
3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts	Plan									Will be done after finishing all the pilot activities		
	Actual											
3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings	Plan											
	Actual											
3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy.	Plan											
	Actual											
3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries.	Plan											
	Actual											
3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.	Plan											
	Actual											
Monitoring												
Joint Coordinating Committee	Plan											
	Actual											
Set-up the Detailed Plan of Operation	Plan									PO was modified according to the revised PDM approved in the 3rd		
	Actual											
Submission of Monitoring Sheet	Plan											
	Actual											
Monitoring Mission from Japan	Plan											
	Actual											
Joint Monitoring	Plan											
	Actual											
Post Monitoring	Plan									Post monitoring will be conducted after 3 years from the completion.		
	Actual											
Reports/Documents												
Work Plan (1st Batch)	Plan											
	Actual											
Project Completion Report (1st Batch)	Plan											
	Actual											
Work Plan (2nd Batch)	Plan											
	Actual											
Project Completion Report (2nd Batch)	Plan											
	Actual											
Baseline/Endline Survey Report	Plan											
	Actual											
Revised PGM Guideline for promoting WEE	Plan											
	Actual											
Gender Terminology Booklet	Plan											
	Actual											
Gender Statistics Leaflet	Plan									The leaflet will be revised in the 2nd batch.		
	Actual											
Provincial Gender Statistics Booklet	Plan									The booklets were distributed in TBK in June 2020.		
	Actual											
Public Relations												
Newsletter	Plan											
	Actual											
Homepage	Plan											
	Actual											
Brochure	Plan											
	Actual											

1. List of Japanese Experts

As of 30 September 2020

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming 1	Akane Totani	Cambodia: 6.67 / 12.50 Japan: 3.20 / 6.35
Deputy Chief Advisor/ Gender Mainstreaming 2	Michiko Tsurumine	Cambodia: 3.73 / 5.03 Japan: 1.55 / 3.35
Institutional Development/ Governance	Rie Fusamae	Cambodia: 5.03 / 8.50 Japan: 1.65 / 3.80
Women's Economic Empowerment	Yasuko Yagi	Cambodia: 7.57 / 10.67 Japan: 2.30 / 5.20
Market and Business Development * assigned until 4 March 2020	Naoko Ogawa	Cambodia: 4.77 / 4.77
Market and Business Development * assigned on 5 March 2020	Mayumi Matsui	Cambodia: 0 / 4.67 Japan: 1.80 / 4.45
Training Management		Japan: 0.30 / 1.20
Coordinator/Gender Output Analysis	Mirei Sakamoto	Cambodia: 5.13 / 10.17 Japan: 1.40 / 4.25

2. List of Counterparts (Ministry of Women's Affairs: MoWA)

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Cheng Chinet	Director	Gender Equality (GED)
5	Ms. Thouern Sakmana	Directors	Economic Development (EDD)
6	Ms. Khim Sovanny	Deputy Director	PSD
7	Ms. Te Tevy	Chief Office	PSD
8	Mr. Sok Chheng	Chief Office	EDD
9	Mr. Meas Chiwut	Chief Office	GED
10	Ms. Ouk Kosomakesey	Chief Office	PSD
11	Ms. Chea Socheata	Chief Office	PSD
12	Ms. Somthun Chanchariya	Vice Chief Office	PSD
13	Mr. Pin Soksratum	Chief Office	PSD
14	Mr. Ham Siphath	Vice Chief Office	EDD
15	Ms. Chea Chanvanny	Vice Chief Officer	EDD
16	Ms. Heng Samphos	Vice Chief Office	PSD
17	Ms. Meng Dina	Vice Chief Office	PSD
18	Ms. Set Channarath	Vice Chief Officer	GED
19	Ms. Lun Sophea	Vice Chief Office	GED
20	Ms. Sor Minea	Vice Chief Office	EDD
21	Mr. Khem Nalim	Vice Chief Office	PSD
22	Ms. Soung Minea	Contract Officer	PSD

3. List of Focal Points of MoWA in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Chief Office	GED
	Mr. Sok Chheng	Deputy Director	EDD
Kampong Thom	Ms. Chea Socheata	Chief Office	PSD
	Ms. Ouk Kosomakesey	Chief Office	PSD
	Ms. Seth Chan Narath	Vice Chief Office	GED
	Ms. Sor Minea	Vice Chief Office	EDD
	Ms. Seth Chan Narath	Vice Chief Office	GED
Tbong Khmum	Mr. Ham Siphath	Vice Chief Office	EDD
	Ms. Somthun Chanchakriya	Vice Chief Office	PSD
	Ms. Heng Samphos	Vice Chief Office	PSD
	Mr. Khem Nalim	Vice Chief Office	PSD
Siem Reap	Ms. Te Tevy	Chief Office	PSD
	Ms. Somthun Chanchakriya	Vice Chief Office	PSD
	Ms. Chea Chanvanny	Chief Office	EDD
	Ms. Lun Sophea	Vice Chief Office	GED

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Member of Provincial Councilor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Lay Nareth	Deputy Director PDOP	Member
4	Him Sochetta	Deputy Director PDIH	Member
5	Soam Sinath	Deputy Director PDLVT	Member
6	Kay Sokchea	Deputy Director PDRD	Member
7	Hy Ratana	Deputy Director, PDOC	Member
8	Sun Kimsean	Chief Office, PDRD	Member
9	Nhim Sokha	PDLVT	Member
10	Chhin Kanha	PDAFF	Member
11	Thouk Kim Chheang	Vice Chief Office, PDAFF	Member
12	Ith Sophany	PDOWA	Member
13	Ven Sreyleak	PDISTI	Member
14	Som Sokphearum	PDOP	Member
15	Yin Chenda	Vice Chief Office, PDOP	Member
16	Tim Chi	PDRD	Member
17	Khiev Pros	PDLVT	Member
18	Seung Pisen	PDOC	Member
19	Ouk Sokha	PDOC	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Vice Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Lay Aun	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Deputy Director, PDWA	Chair
2	Hok Sovitheyea	PDOT	Deputy
3	Bun Chrib	Deputy Director, PDLVT	Member
4	Srey Sokun	Deputy Director, PDOP	Member
5	Sar Rene	Deputy Director, PDAFF	Member
6	Seur Siharith	Deputy Director, PDRD	Member
7	Tob Thoeun	Deputy Director, PDISTI	Member
8	Team Phally	Deputy Director, PDOC	Member
9	Phouern Sokna	PDISTI	Member
10	Chhun Sophoan	PDWA	Member
11	Luy Ratana	PDWA	Member
12	Ngeth Chan Rathanak	PDOP	Member
13	Sab San	PDOP	Member
14	Lim Hong	PDOP	Member
15	Roeun Oeuy	Provincial Council	Member
16	Luch Kunthea	PDWA	Member
17	Nan Mao	PDWA	Member
18	Sorn Dydelin	PDOT	Member
19	Peanh Makara	PDWA	Member
20	Prum Sopheap	PDAFF	Member
21	Kean Seryvuth	PDRD	Member
22	Pot Saroeut	PDRD	Member
23	Say Sothol	PDLVT	Member
24	Bor Bun	PDAFF	Member
25	Heang Puthera	PDLVT	Member
26	Long Somavatey	PDISTI	Member
27	Cheim Soram	PDLVT	Member
28	So Pola	PDOP	Member
29	Sok Pylot	PDOT	Member
30	Chea Syavy	PDOT	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Vice Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDISTI	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Sear Longthearoth	Deputy Director, PDOC	Member
7	Plorng Salong	Deputy Director, PDRD	Member
8	Hiev Chanry	Deputy Director, PDWA	Member
9	Mr. Sin Kimheang	Deputy Director, PDOT	Member
10	Hun Sam At	Chief Office, PDWA	Member
11	Men Chanthoeun	Chief Office, PDAFF	Member
12	Neang Sopheak	Chief Office, PDLVT	Member
13	Yin Ryong	Chief Office, PDLVT	Member
14	Ros Kimchaiy	Chief Office, PDISTI	Member
15	Piev Theary	Chief Office, PDOC	Member
16	Oem Sokleng	Chief Office, PDOP	Member
17	Sou Pharin	Chief Office, PDWA	Member
18	Kim Chantho	Chief Office, PDOT	Member
19	Hun Kotal	Vice Chief Office, PDAFF	Member
20	Huon Chenda	Vice Chief Office, PDWA	Member
21	Tan Molika	Vice Chief Office, PDRD	Member
22	Vann Sarong	Officer, PDOP	Member
23	Tann Saimeng	Officer, PDRD	Member
24	Koy Koern	Officer, PDOC	Member
25	Kong Kosal	Officer, PDISTI	Member
26	Sor Saysambor	Officer, PDOT	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Member of Provincial Councilor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Thorn Kimsron	Director, PDWA	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Sreur Engly	Deputy Director, PDLVT	Member
6	Cheng Chhunny	Deputy Director, PDISTI	Member
7	Kheur Vannthach	Deputy Director, PDOP	Member
8	Meas Sambath	Deputy Director, PDRD	Member
9	Son Sarat	Deputy Director, PDAFF	Member
10	Chhing Chun	Chief Office, PDLVT	Member
11	Pech Chordaphea	Chief Office, PDWA	Member
12	Phon Lanita	Vice Chief Office, PDWA	Member
13	Hor Lenghong	Deputy Director, PDOC	Member
14	An Darika	Chief Office, PDOC	Member
15	Chea Kimhong	Chief Office, PDISTI	Member
16	Keo Viriya	Chief Office, PDRD	Member
17	Cham Chanraksmeay	Chief Office, PDRD	Member
18	Chhoam Sreymao	Chief Office, PDAFF	Member
19	Chroeng Sothea	Officer, PDAFF	Member
20	Sak Eaimtry	Vice Chief Office,	Member
21	Reth Rattana	Chief Office, PDOP	Member

8. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Laptop	NB ASUS A442UQ-FA044T 3F Red	690	2019/7/29	PDWA (Siem Reap)
3	Laptop	NB ASUS VivoBook S ultrathin S530FN-BQ117T	859	2019/7/29	MOWA (Project office)
4	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Kampong Thom)
5	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Thboung Khmum)
6	Projector	Sony EX450 VPL -EX450	505	2020/11/25	MOWA (Project office)

9. List of Office Equipment (Consumable)

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
2	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)
3	Air conditioner	Panasonic	240	2019/2/8	PDWA (Kampong Chhnang) *Disposed July 3, 2019 due to malfunction
4	Air conditioner	Panasonic	325	2019/6/10	PDWA (Kampong Chhnang)
5	Printer	HP LaserJet Pro M203	195	2019/7/16	PDWA (Siem Reap)
6	Office Cabinet (tall)	-	130	2019/7/16	PDWA (Siem Reap)
7	Office Cabinet (short)	-	110	2019/7/16	PDWA (Siem Reap)
8	Desk with drawer	-	125	2019/7/16	PDWA (Siem Reap)
9	Desk without drawer	-	75	2019/7/16	PDWA (Siem Reap)
10	Camera	Canon	359	2019/10/25	PDWA (Siem Reap)
11	Portable wifi	Smart@Home	36	2020/3/4	MOWA (Project Office)
12	Camera	Canon	329	2020/11/25	MOWA (Project Office)

TO: CR of JICA Cambodia

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 8 (Term: September 2020 – February 2021)
Name: Te Vouchlim, Director, Planning and Statistics Department,
 Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date: 6 December 2021

I. Summary

1 Progress

1-1 Progress of Inputs (for details, see Attachment)

Japanese side

- Following the previous period, due to COVID-19 travel restrictions Japanese experts¹ were not able to travel as planned. Some person-months for field work (in Cambodia) were transferred to those for domestic work (in Japan) and the experts were involved in each of their duty in Japan. Although all the communication with MOWA Counterparts (hereinafter refer to as C/Ps) and project staff were carried out remotely, effective coordination and preparation for project activity implementation was achieved.
- Operational costs for project implementation including the procurement of equipment² and hiring six local staff members (a Senior Coordinator, a Senior Field Coordinator, two Field Coordinators, an Assistant Coordinator and a Driver) were disbursed. The Senior Coordinator resigned for personal reasons as of the end of February 2021.

Cambodian side

- Thirteen C/Ps of MOWA³ were assigned as Focal Points (hereinafter refer to as F/Ps) in charge of pilot activities in each province.⁴
- The members of the Women's Economic Empowerment Working Group (WEE-WG) in four provinces (Kampong Chhnang Province,⁵ Siem Reap Province,⁶ Kampong Thom Province⁷ and Tboung Khmum Province⁸) have been changed as shown in the attachment.

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 8 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

⁷ See Attachment 6 List of WEE Working Group Members in Kampong Thom Province.

⁸ See Attachment 7 List of WEE Working Group Members in Tboung Khmum Province.

1-2 Progress of Activities

Although project activities were supposed to be implemented according to the revised Project Design Matrix (hereinafter refer to as PDM) which was agreed on 16 January 2020, following the previous period, most of the activities had to be postponed or suspended due to various restrictions put in place in controlling the pandemic.

Output 1: The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level

Activity 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted

- Several technical meetings to strengthen MOWA/PDWA's capacities in terms of planning and implementing relevant activities for promoting WEE were conducted, as a part of pilot activities and others. (Details are shown in Activity 1-6, 2-2, 2-3, 2-4)

Activity 1-4. "Gender terminology booklet" is updated

- The final draft (both English and Khmer) was approved through the MOWA internal consultation meetings. However, since it was also found that especially Khmer version needed to be approved by the specific Khmer language committee, the printing and distribution had to be placed on hold.

Activity 1-5. "Gender statistics leaflet" is updated

Completed during the first batch of the Project.

Activity 1-6. "Provincial gender statistics" are developed in each target province

- In Kampong Thom province, the draft was finalized and 1,300 copies were printed.
- In Kampong Chhnang province, the draft has been modified by the concerned PDs and final version was prepared.

Activity 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline

- The gender responsive value chain analysis method which was developed and modified through the pilot activity in Kampong Cham and Kampong Chhnang provinces during the first batch of the Project, was re-tested (or applied) in the pilot activity in Siem Reap province as part of a gender analysis session in October 2020.

Activity 1-8. Technical advice on gender-responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level

- Information collection schedule on policy-level M&E was planned for this period. However, much of it was implemented in the previous term instead. Remaining work has been rescheduled for the

next term.

Activity 1-9. Training on gender mainstreaming and WEE are conducted in Japan

Agreed to be converted into the retreat program in Cambodia.

Output 2: Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments

【Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level】

Activity 2-1. In Kampong Cham province, chicken raising activities supported by PGM2 are monitored and followed up

Completed during the first batch of the Project.

Activity 2-2. In Kampong Chhnang province, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- Based on the results of the baseline and end-line surveys, the achievement status of the indicators of the PDM project goals was organized, and it was confirmed that the planned goals were generally achieved. At the PGM-WEE progress report meeting held on January 14, PowerPoint materials (slide NO. 11-16) were submitted to JICA headquarters, and the results of the pilot activities conducted in Kampong Chhnang Province were reported. The MOWA FPs have a view that gender training might have been effective for minor domestic violence cases. The achievement of PDM indicators are currently still being analysed.
- The follow-up activity was planned from the latter half of March to before the Khmer New Year in April, however it was postponed due to the spread of COVID-19 infection and the policy of the Cambodian government to refrain from traveling between provinces. The new schedule is undecided at this stage.

Activity 2-3. In Siem Reap, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- In both Khnar Po and Kompong Phluk CBT sites, Session 11 (Gender: Gender Responsive Value Chain Analysis) was conducted on 21-22 October 2020, and Session 12 (Business Plan) was conducted in 19-20 January 2021.

No	Topic of the Session	Date	No. of Participants			
			Khnar Po		Kompong Phluk	
			Women	Men	Women	Men
11	Gender (Gender Responsive Value Chain Analysis)	21-22 Oct. 2020	6	10	20	3
12	Business Plan	19-20 Jan. 2021	13	11	22	2

- During the Session 12 (Business Plan), each target group created a business plan of their business, as a summary of learnings of Village Business School. MOWA FPs and WEE-WG members will evaluate the contents of each business plan, and select several businesses to assist in the follow-up activity.
- As follow-up activities of Village Business School, 1) Assistance of selected businesses, and 2) Tourism promotion of CBT with gender perspective are planned. In Khnar Po, a combination of 1) and 2) will be implemented. In Kompong Phluk, considering the nature of the business, 2) will be implemented. These activities aim to develop the learnings of Village Business School with action-oriented activities, with focus on marketing, value chain and collaboration with private sectors, encouraging target women to take a key role and actions on mobilizing more attractive CBT.
- A monitoring guideline on SRP pilot activities was developed. FPs presented its draft in the WEE-WG meeting and discussed it with PDs. Based on the guideline, a questionnaire for data collection was also prepared in consultation with FPs.
- Data collection activities for the first monitoring were implemented from February 15 to 17. FPs conducted orientation for PDs under the guidance of the Japanese expert in charge. FPs and PDs collected data from Village Business School participants using the questionnaire prepared above. FPs entered collected data into a data entry sheet following the instructions of the Japanese expert. The entered data will be used in an upcoming data analysis session.

【Integration of gender perspectives in the existing programs and projects at the sub-national level】

Activity 2-4. In Tbong Khmum and Kampong Thom, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG

< Tbong Khmum Province >

- In Tbong Khmum, the 3rd WEE WG Meeting and Planning Workshop was held for 3 days from 7-9 September. The results of the Rapid Feasibility Study were shared by the MOWA CP and FPs, and the results of policy analysis and stakeholder analysis were reflected in the scores of the selected criteria and finalized with WEE WG members. Finally, two sites were selected: Ou Rang Ov Mean

Chey Agricultural Cooperative (vegetable growing) and Seda Sen Chey Agricultural cooperative (chicken raising and vegetable growing).

- From October to February, several discussions were held with MOWA to prepare simple PDM and PO for pilot activities to be carried out at two target sites (Ou Rang Ov Mean Chey Agricultural Cooperative involved in vegetable growing, and Seda Sen Chey Agricultural cooperative involved in chicken raising and vegetable growing in Tbong Khmum Province. The PDM and PO Workshop was held on 28-29 January and the PDM and PO completed in the workshop were approved at the 4th WEE WG meeting held on 29th of January.

<Kampong Thom Province>

- From October to February, discussions were held with MOWA to prepare a Simple PDM and PO for pilot activities to be carried out at two target sites (Prey Kuy & Prey Kuy I Village involved in vegetable growing and chicken raising, and Ou Krou Ker & Kampong Chher Teal Village involved in making rattan products) in Kampong Thom Province. The PDM and PO Workshop was held on 2-3 February and the PDM and PO completed in the workshop were approved at the 4th WEE WG meeting held on the 3rd of February.
- Collected the existing training materials for gender, WEE, vegetable growing, business planning, and saving groups from the provincial departments to share with the project, but all were found to be inadequate. In particular, regarding gender and WEE training materials, it was found that the Gender Equality Department (GED) of MOWA and PDWA in KPT do not have OST materials to be implemented at the village level. For this reason, we held discussions with GED FPs in an online meeting and agreed to create a versatile OST training material on gender and WEE.

Activity 2-5. In Kampong Cham and Kampong Chhnang, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

To be implemented

Activity 2-6 In Siem Reap, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

To be implemented

【Consideration on effective measures for promoting WEE and active women's participation in

economic activities】

Activity 2-7 Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline

To be implemented

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA

Activity 3-1 In coordination and collaboration with MOWA, project activities are integrated in the action plan for Nearly Rattanak V and NCDD Gender Policy.

As it was found that an action plan for NCDD Gender Policy is supposed to be prepared in April every year, continuous discussions will be made with the NCDD gender team to follow up the process and examine how the project activities of PGM-WEE can be integrated into the action plan.

Activity 3-2 Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level

To be implemented

Activity 3-3 The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts

To be implemented

Activity 3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings

To be implemented

Activity 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans of the partner line ministries and NCDD Gender Policy

To be implemented

Activity 3-6 An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learned of the project activities with line ministries

To be implemented

Activity 3-7 A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries

To be implemented

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MOWA and PDWA for promoting WEE)

- Following the previous period, capacity development of MOWA and PDWA has been done through the project activities. However, since some of the project activities had to be postponed due to the restrictions for avoiding further spread of COVID-19 in the country, the opportunities of capacity building were also not provided as planned.

Output 2 (Verification of implementation mechanism and tools for promoting WEE)

- (Indicator 2-1) It is fair to say that 50% was achieved because several tools still have been developed through the implementation of pilot activities. Both the pilot activities in Siem Reap, Kampong Thom and Tbong Khmum and the follow-up activities in Kampong Cham and Kampong Chhnang have been prepared but not been started yet.
- (Indicator 2-2) It is fair to say that 50% was achieved because the WEE-WG was established and has been active in all the five target provinces so far. Capacity building of WEE-WG members and institutionalization will be done continuously until the end of the Project.

Output 3 (Acknowledgement of recommendations to implement gender-responsive policies)

- It is difficult to indicate the percentage of achievement because recommendations (tips and lessons learned) have not been extracted yet.

1-4 Achievement of the Project Purpose

- Planned activities for achieving the Project Purpose have been implemented as planned; however, at the present stage it is too early to measure the achievements by two indicators set in the PDM.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
None.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentrating processes

It is still necessary to follow the decentralisation and deconcentration (D&D) process in order to minimize the risks which could affect the achievement of the Project Purpose.

1-6 Progress of Actions undertaken by JICA

Nothing in particular

1-7 Progress of Actions undertaken by Government of Cambodia

Nothing in particular

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen gender mainstreaming mechanisms in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None

2 Delay of Work Schedule and/or Problems (if any)

- Gender capacity assessment
- Gender terminology booklet

3 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO): No

No.

3-2 Other modifications on detailed implementation plan: No

4 Preparations Done by the Government of Cambodia toward after completion of the Project

- To examine necessary legislative measures and coordination for integrating functions of WEE-WGs into the existing structure of Women and Children's Consultative Committees (WCCC) at provincial level
- To facilitate active discussions on WEE among the concerned stakeholders by using the opportunity of TWG-G WEE on regular basis

II. Project Monitoring Sheet I & II *See attached*

Form 3-2: Project Design Matrix (PDM)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Duration: 5 years (February 2017 - February 2022)
Project Area: Phnom Penh and 5 selected provinces (Kampong Chhnang, Kampong Tom, Siem Reap, Tbong Khmum and Kampong Cham)
Target Group: Ministry of Women's Affairs (MOWA) and Provincial Department of Women's Affairs (PDWA)
 Gender Mainstreaming Action Group (GMAG) and Gender Focal Points (both the national and the sub-national levels) of the following Partner Line Ministries:
 Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MOIH), Ministry of Commerce (MOC),
 Ministry of Rural Development (MORD), Ministry of Labor and Vocational Training (MOLVT), Ministry of Tourism (MOT)

Version: 1
Date: February 2020

Beneficiary: Women and men in the target provinces

	Narrative Summary	Indicators	Means of Verification	Important Assumption	Achievement	Remarks									
Overall Goal	Women's Economic Empowerment (WEE) is promoted through gender-responsive programs and projects implemented at the sub-national level by line ministries/provincial departments through advocacy and coordination by MOWA/PDWA in target and non-target provinces.	1. Gender-responsive programs and projects are planned and implemented for promoting WEE based on the updated WEE Guideline and the PGM Method Guideline ¹ in target and non-target provinces. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in non-target provinces. 3. All the partner line ministries and NCDD integrate at least 1 recommendation into their sector policies/plans or NCDD Gender Policy/plan and implement gender-responsive programs and projects for promoting WEE at the sub-national level.	1-1. Annual reports of WCCC 1-2. Provincial Development/Investment Plan 2. Minutes of meetings and reports of WCCC 3. Sector policies and plans and NCDD Gender Policy/plan												
Project Purpose	Gender mainstreaming mechanisms are strengthened ² to promote Women's Economic Empowerment (WEE) at the sub-national levels by the partner line ministries/provincial departments through advocacy and coordination by MOWA/PDWA.	1. MOWA/PDWA advocates and coordinates with line ministries and partner provincial departments for planning and implementing gender-responsive programs and projects. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in all target provinces. 3. The updated WEE Guideline is approved by MOWA 4. Partner line ministries and NCDD gender team integrate at least 1 implementation tool or recommendation for promoting WEE into their projects and activities.	1. Annual plan and project documents of the partner provincial departments 2. Minutes of meetings and reports of WCCC 3. Approved updated WEE Guideline 4. Sector plans/annual plans/action plans of partner line ministries and for NCDD Gender Policy	Decentralization and deconcentration process is continuously gender-responsive.											
Output	1. The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level. 2. Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments. 3. Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA.	1. Capacity of the counterparts of MOWA/PDWA in advocacy and coordination which will be defined in the Gender Capacity Assessment is strengthened. 2-1. Implementing tools for promoting WEE at the sub-national level are acquired by the counterparts of MOWA/PDWA and the partner provincial departments. 2-2. Role of WEE-WG in the Project is institutionalized and included in the updated WEE Guideline. ³ 3. Recommendations (tips and lessons learned) are acknowledged by the partner line ministries, NCDD gender team and partner provincial departments.	1. Result of Gender Capacity Assessment 2. Minutes of meetings and reports of TWG-G WEE/GMAG 3. Minutes of meetings and reports of WEE-WG/WCCC 1-1. Records of trainings/workshops 1-2. Minutes of meetings and reports of WCCC 2. Updated WEE Guideline 1. Minutes of meetings and reports of TWG-G WEE/GMAG/NCDD gender team 2. Minutes of meetings and reports of WCCC	GMAG members at the national and sub-national levels cooperate and participate in the project activities.											
Activity	1-1. Gender capacity assessment is conducted. 1-2. According to the results of the assessment, "capacity development plan on WEE" is prepared. 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted. 1-4. "Gender terminology booklet" is updated. 1-5. "Gender statistics leaflet" is updated. 1-6. "Provincial gender statistics" are developed in each target province. 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline. 1-8. Technical advices on gender responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level. 1-9. Trainings on gender mainstreaming and WEE are conducted in Japan. 1-10. Terminal gender capacity assessment is conducted. [Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level] 2-1. In KPC, chicken raising activities supported by PGM2 are monitored and followed up. 2-2. In KCH, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. 2-3. In SRP, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. [Integration of gender perspectives in the existing programs and projects at the sub-national level] 2-4. In TBK and KPT, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG. 2-5. In KPC and KCH, PDWA and partner provincial departments analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. 2-6. In SRP, PDWA and partner PDs analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. [Consideration on effective measures for promoting WEE and active women's participation in economic activities] 2-7. Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline. 3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy. 3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level. 3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts. 3-4. The compiled recommendations are shared in the TWG-G WEE/ GMAG meetings. 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy. 3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries. 3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.			<table border="1"> <thead> <tr> <th colspan="2">Inputs</th> <th rowspan="2">Pre-Conditions</th> </tr> <tr> <th>Japanese Side</th> <th>Cambodian Side</th> </tr> </thead> <tbody> <tr> <td>1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management</td> <td>1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost</td> <td></td> </tr> <tr> <td>2. Seminars, workshops and trainings 3. Necessary equipment for the project activities</td> <td></td> <td><Issues and countermeasures></td> </tr> </tbody> </table>	Inputs		Pre-Conditions	Japanese Side	Cambodian Side	1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost		2. Seminars, workshops and trainings 3. Necessary equipment for the project activities		<Issues and countermeasures>
Inputs		Pre-Conditions													
Japanese Side	Cambodian Side														
1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost														
2. Seminars, workshops and trainings 3. Necessary equipment for the project activities		<Issues and countermeasures>													

¹ PGM Method Guideline is the guideline for gender-responsive sector policy formulation developed in October 2007 and revised in August 2015 by MOWA and JICA.

² "Strengthening of gender mainstreaming mechanism" is defined as the following three elements: 1) adequate advocacy and coordination capacity of officials of MOWA/PDWA, 2) Implementing mechanism and tools for policy implementation on WEE at sub-national level, and 3) recommendations for formulating and implementing gender-responsive policies for promoting WEE.

³ The functions and roles of WEE-WG defined in the updated WEE Guideline will be integrated into those of Women's and Children's Consultative Committee (WCCC) through consultative process with the concerned parties.

Project Monitoring Sheet VIII (Revised PO)

Project Title: Project on Gender Mainstreaming for Promoting Women's Economic Empowerment (PGM-WEE)

Input		2017				2018				2019				2020				2021				2022	Remark	Monitoring	
		I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I		Issues	Solution
Expert																									
Akane Totani	Plan																							Due to the travel restriction for preventing infection spread of COVID-19, the Japanese experts are not allowed to go to Cambodia as planned since March 2020.	All the tasks were done in Japan by communicating with the CPs and making necessary arrangement and coordination online.
Chief Advisor/Gender Mainstreaming 1	Actual																								
Michiko Tsurumine	Plan																								
Deputy Chief Advisor/Gender Mainstreaming 2	Actual																								
Rie Fusamae	Plan																								
Institutional Development/Governance	Actual																								
Yasuko Yagi	Plan																								
Women's Economic Empowerment	Actual																								
Naoko Ogawa	Plan																								
Market and Business Development	Actual																								
Mayumi Matsui	Plan																								
Market and Business Development/Training Management	Actual																								
Mirei Sakamoto	Plan																								
Coordinator/Gender Output Analysis	Actual																								
Equipment																									
Office Equipment	Plan																								
	Actual																								
Laptop Computers	Plan																								
	Actual																								
Projector	Plan																						2020/11 Projector was purchased in Cambodia		
	Actual																								
Training in Japan																									
Training in Japan	Plan																						It cannot be anticipated if the training can be conducted in Japan until the end of project due to the COVID-19.	It was decided to convert into the retreat program in Cambodia.	
	Actual																								

1st
Batch

Output/Activity	2017				2018				2019				2020				2021				2022	Remark	Monitoring				
	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I		Issues	Solution			
Output 1: The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level																											
1-1. Gender capacity assessment is conducted	Plan																							Capacity assessment of PDWA/PD was done in the joint gender workshop held in January 2020			
	Actual																										
1-2. According to the results of the assessment, capacity development plan on WEE is prepared	Plan																										
	Actual																										
1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted	Plan																										
	Actual																										
1-4. Gender terminology booklet is updated	Plan																									After finalizing the list of 105 words, MOWA decided to reduce the number and modify it according the existing	
	Actual																										
1-5. Gender statistics leaflet is updated	Plan																									Gender statistical leaflet is re-updated in the second batch of the project.	
	Actual																										
1-6. Provincial gender statistics are developed in each target province	Plan																										
	Actual																										
1-7. Gender responsive value chain analysis method is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline	Plan																									The method developed in the first batch will be testified and modified in the pilot activities in the second	
	Actual																										
1-8. Technical advices on gender responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level	Plan																									Information collection on policy-level M&E of partner ministries have been suspended due to resignation of a	It is planned to be undertaken when a new national staff is recruited.
	Actual																										
1-9. Trainings on gender mainstreaming and WEE are conducted in Japan	Plan																									Due to the COVID-19, it is difficult to anticipate whether the trainings can be conducted in Japan or not.	
	Actual																										
1-10. Terminal gender capacity assessment is conducted	Plan																										
	Actual																										
Output 2: Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments																											
2-1. In KPC, chicken raising activities supported by PGM2 are monitored and followed up.	Plan																									Activities were done in the first batch of the project.	
	Actual																										
2-2. In KCH, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the	Plan																										
	Actual																										
2-3. In SRP, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG	Plan																										
	Actual																										
2-4. In TBK and KPT, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG.	Plan																										
	Actual																										
2-5. In KPC and KCH, PDWA and partner provincial departments analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings	Plan																										
	Actual																										
2-6. In SRP, PDWA and partner PDs analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG.	Plan																										
	Actual																										
2-7. Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline.	Plan																										
	Actual																										

1st
Batch

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA												
3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy	Plan										The process of preparing an action/annual plan of Neary Rattanak V and NCDD Gender Policy should be	Necessary information is to be collected through the discussion with MOWA CPs and NCDD gender team.
	Actual											
3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national	Plan									Discussion with MOWA management was done in Dec. 2000		
	Actual											
3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts	Plan									Will be done after finishing all the pilot activities		
	Actual											
3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings	Plan											
	Actual											
3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy.	Plan											
	Actual											
3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries.	Plan											
	Actual											
3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.	Plan											
	Actual											
Monitoring												
Joint Coordinating Committee	Plan											
	Actual											
Set-up the Detailed Plan of Operation	Plan									PO was modified according to the revised PDM approved in the 3rd		
	Actual											
Submission of Monitoring Sheet	Plan											
	Actual											
Monitoring Mission from Japan	Plan											
	Actual											
Joint Monitoring	Plan											
	Actual											
Post Monitoring	Plan									Post monitoring will be conducted after 3 years from the completion.		
	Actual											
Reports/Documents												
Work Plan (1st Batch)	Plan											
	Actual											
Project Completion Report (1st Batch)	Plan											
	Actual											
Work Plan (2nd Batch)	Plan											
	Actual											
Project Completion Report (2nd Batch)	Plan											
	Actual											
Baseline/Endline Survey Report	Plan											
	Actual											
Revised PGM Guideline for promoting WEE	Plan											
	Actual											
Gender Terminology Booklet	Plan											
	Actual											
Gender Statistics Leaflet	Plan											
	Actual											
Provincial Gender Statistics Booklet	Plan									The booklets were distributed in KPT in November 2020.		
	Actual											
Public Relations												
Newsletter	Plan											
	Actual											
Homepage	Plan											
	Actual											
Brochure	Plan											
	Actual											

1. List of Japanese Experts

as of the end of February 2021

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming 1	Akane Totani	Cambodia: 6.67 / 12.50 Japan: 5.45 / 6.35
Deputy Chief Advisor/ Gender Mainstreaming 2	Michiko Tsurumine	Cambodia: 3.73 / 5.03 Japan: 2.90 / 3.35
Institutional Development/ Governance	Rie Fusamae	Cambodia: 5.03 / 8.50 Japan: 2.95 / 3.80
Women's Economic Empowerment	Yasuko Yagi	Cambodia: 7.57 / 10.67 Japan: 5.00 / 5.20
Market and Business Development	Mayumi Matsui	Cambodia: 0 / 4.67 Japan: 4.00 / 4.45
Training Management		Japan: 0.30 / 1.20
Coordinator/Gender Output Analysis	Mirei Sakamoto	Cambodia: 5.13 / 10.17 Japan: 3.45 / 4.25

2. List of Counterparts (Ministry of Women's Affairs: MoWA)

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Cheng Chinet	Director	Gender Equality (GED)
5	Ms. Thouern Sakmana	Director	Economic Development (EDD)
6	Ms. Chhi Ratha	Director	International Cooperation
7	Ms. Khim Sovanny	Deputy Director	PSD
8	Ms. Meach Sotheary	Deputy Director	GED
9	Mr. Sok Chheng	Deputy Director	EDD
10	Mr. Meas Chiwut	Chief Office	GED
11	Ms. Ouk Kosomakesey	Chief Office	PSD
12	Ms. Chea Socheata	Chief Office	PSD
13	Ms. Somthun Chanchariya	Vice Chief Office	PSD
14	Mr. Pin Soksratum	Chief Office	PSD
15	Ms. Chea Chanvanny	Vice Chief Officer	EDD
16	Ms. Heng Samphos	Vice Chief Office	PSD
17	Ms. Meng Dina	Vice Chief Office	PSD
18	Ms. Set Channarath	Vice Chief Officer	GED
19	Ms. Lun Sophea	Vice Chief Office	GED
20	Ms. Sor Minea	Vice Chief Office	EDD
21	Mr. Khem Nalim	Vice Chief Office	PSD
22	Ms. Soung Minea	Contract Officer	PSD

3. List of Focal Points of MoWA in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Chief Office	GED
	Mr. Sok Chheng	Deputy Director	EDD
Kampong Thom	Ms. Chea Socheata	Chief Office	PSD
	Ms. Ouk Kosomakesey	Chief Office	PSD
	Ms. Seth Chan Narath	Vice Chief Office	GED
	Ms. Sor Minea	Vice Chief Office	EDD
	Ms. Seth Chan Narath	Vice Chief Office	GED
Tbong Khmum	Ms. Somthun Chanchakriya	Vice Chief Office	PSD
	Ms. Heng Samphos	Vice Chief Office	PSD
	Mr. Khem Nalim	Vice Chief Office	PSD
Siem Reap	Ms. Chea Chanvanny	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD
	Ms. Lun Sophea	Vice Chief Office	GED

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Member of Provincial Councilor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Lay Nareth	Deputy Director PDOP	Member
4	Him Sochetta	Deputy Director PDIH	Member
5	Soam Sinath	Deputy Director PDLVT	Member
6	Kay Sokchea	Deputy Director PDRD	Member
7	Hy Ratana	Deputy Director, PDOC	Member
8	Sun Kimsean	Chief Office, PDRD	Member
9	Nhim Sokha	PDLVT	Member
10	Chhin Kanha	PDAFF	Member
11	Thouk Kim Chheang	Vice Chief Office, PDAFF	Member
12	Ith Sophany	PDOWA	Member
13	Ven Sreyleak	PDISTI	Member
14	Som Sokphearum	PDOP	Member
15	Yin Chenda	Vice Chief Office, PDOP	Member
16	Tim Chi	PDRD	Member
17	Khiev Pros	PDLVT	Member
18	Seung Pisen	PDOC	Member
19	Ouk Sokha	PDOC	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Vice Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Hinh Hach	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Deputy Director, PDWA	Chair
2	Hok Sovitheyea	PDOT	Deputy
3	Bun Chrib	Deputy Director, PDLVT	Member
4	Srey Sokun	Deputy Director, PDOP	Member
5	Sar Rene	Deputy Director, PDAFF	Member
6	Seur Siharith	Deputy Director, PDRD	Member
7	Tob Thoeun	Deputy Director, PDISTI	Member
8	Team Phally	Deputy Director, PDOC	Member
9	Phouern Sokna	PDISTI	Member
10	Chhun Sophoan	PDWA	Member
11	Luy Ratana	PDWA	Member
12	Ngeth Chan Rathanak	PDOP	Member
13	Siep San	PDOP	Member
14	Lim Hong	PDOP	Member
15	Rouern Oeuy	Provincial Council	Member
16	Luch Kunthea	PDWA	Member
17	Nan Mao	PDWA	Member
18	Sorn Dydelin	PDOT	Member
19	Peanh Makara	PDWA	Member
20	Prum Sopheap	PDAFF	Member
21	Kean Seryvuth	PDRD	Member
22	Pot Saroeut	PDRD	Member
23	Say Sothol	PDLVT	Member
24	Bor Bun	PDAFF	Member
25	Heang Puthera	PDLVT	Member
26	Long Somavatey	PDISTI	Member
27	Cheim Soram	PDLVT	Member
28	So Pola	PDOP	Member
29	Sok Pylot	PDOT	Member
30	Chea Syavy	PDOT	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Vice Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDISTI	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Sear Longthearoth	Deputy Director, PDOC	Member
7	Plorng Salong	Deputy Director, PDRD	Member
8	Hiev Chanry	Deputy Director, PDWA	Member
9	Sin Kimheang	Deputy Director, PDOT	Member
10	Hun Sam At	Chief Office, PDWA	Member
11	Men Chanthoeun	Chief Office, PDAFF	Member
12	Neang Sopheak	Chief Office, PDLVT	Member
13	Yin Ryong	Chief Office, PDLVT	Member
14	Ros Kimchaiy	Chief Office, PDISTI	Member
15	Piev Theary	Chief Office, PDOC	Member
16	Oem Sokleng	Chief Office, PDOP	Member
17	Sou Pharin	Chief Office, PDWA	Member
18	Kim Chantho	Chief Office, PDOT	Member
19	Hun Kotal	Vice Chief Office, PDAFF	Member
20	Huon Chenda	Vice Chief Office, PDWA	Member
21	Tan Molika	Vice Chief Office, PDRD	Member
22	Vann Sarong	Officer, PDOP	Member
23	Tann Saimeng	Officer, PDRD	Member
24	Koy Koern	Officer, PDOC	Member
25	Kong Kosal	Officer, PDISTI	Member
26	Sor Saysambor	Officer, PDOT	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Member of Provincial Councilor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Thorn Kimsron	Director, PDWA	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Sreur Engly	Deputy Director, PDLVT	Member
6	Cheng Chhunny	Deputy Director, PDISTI	Member
7	Kheur Vannthach	Deputy Director, PDOP	Member
8	Meas Sambath	Deputy Director, PDRD	Member
9	Son Sarat	Deputy Director, PDAFF	Member
10	Chhing Chun	Chief Office, PDLVT	Member
11	Pech Chordaphea	Chief Office, PDWA	Member
12	Phon Lanita	Vice Chief Office, PDWA	Member
13	Hor Lenghong	Deputy Director, PDOC	Member
14	An Darika	Chief Office, PDOC	Member
15	Chea Kimhong	Chief Office, PDISTI	Member
16	Keo Viriya	Chief Office, PDRD	Member
17	Cham Chanraksmeay	Chief Office, PDRD	Member
18	Chhoam Sreymao	Chief Office, PDAFF	Member
19	Chroeng Sothea	Officer, PDAFF	Member
20	Sak Eaimtry	Vice Chief Office, PDOP	Member
21	Reth Rattana	Chief Office, PDOP	Member

8. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Laptop	NB ASUS A442UQ-FA044T 3F Red	690	2019/7/29	PDWA (Siem Reap)
3	Laptop	NB ASUS VivoBook S ultrathin S530FN-BQ117T	859	2019/7/29	MOWA (Project office)
4	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Kampong Thom)
5	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Thboung Khmum)
6	Projector	Sony EX450 VPL -EX450	505	2020/11/25	MOWA (Project office)

9. List of Office Equipment (Consumable)

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
2	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)
3	Air conditioner	Panasonic	240	2019/2/8	PDWA (Kampong Chhnang) *Disposed July 3, 2019 due to malfunction
4	Air conditioner	Panasonic	325	2019/6/10	PDWA (Kampong Chhnang)
5	Printer	HP LaserJet Pro M203	195	2019/7/16	PDWA (Siem Reap)
6	Office Cabinet (tall)	-	130	2019/7/16	PDWA (Siem Reap)
7	Office Cabinet (short)	-	110	2019/7/16	PDWA (Siem Reap)
8	Desk with drawer	-	125	2019/7/16	PDWA (Siem Reap)
9	Desk without drawer	-	75	2019/7/16	PDWA (Siem Reap)
10	Camera	Canon	359	2019/10/25	PDWA (Siem Reap)
11	Portable wifi	Smart@Home	36	2020/3/4	MOWA (Project Office)
12	Camera	Canon	329	2020/11/25	MOWA (Project Office)

TO: CR of JICA Cambodia

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 9 (Term: March 2021 – August 2021)
Name: Te Vouchlim, Director, Planning and Statistics Department,
 Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date: 21 February 2022

I. Summary**1 Progress****1-1 Progress of Inputs** (for details, see Attachment)Japanese side

- Following the previous period, due to COVID-19 travel restrictions Japanese experts¹ were not able to travel as planned. Some person-months for field work (in Cambodia) were transferred to those for domestic work (in Japan) and the experts were involved in each of their duty in Japan. Although all the communication with MOWA Counterparts (hereinafter refer to as C/Ps) and project staff were carried out remotely, effective coordination and preparation for project activity implementation was achieved.
- Operational costs for project implementation including the procurement of equipment² and hiring six local staff members (a Senior Coordinator, a Senior Field Coordinator, two Field Coordinators, an Assistant Coordinator and a Driver) were disbursed. The Senior Coordinator resigned for personal reasons as of the end of February 2021.

Cambodian side

- Thirteen C/Ps from MOWA³ were assigned as Focal Points (hereinafter refer to as F/Ps) in charge of pilot activities in each province.⁴
- There were changes in the members of the Women's Economic Empowerment Working Group (WEE-WG) in the target four provinces (Kampong Chhnang Province,⁵ Siem Reap Province,⁶ Kampong Thom Province⁷ and Tboung Khmum Province⁸) as shown in the attachment.

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 8 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

⁷ See Attachment 6 List of WEE Working Group Members in Kampong Thom Province.

⁸ See Attachment 7 List of WEE Working Group Members in Tboung Khmum Province.

1-2 Progress of Activities

Although project activities were supposed to be implemented according to the revised Project Design Matrix (hereinafter refer to as PDM), which was agreed on 16 January 2020, most of the activities had to be postponed or suspended as in the previous reporting period, due to various restrictions put in place for controlling the pandemic.

Output 1: The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level

Activity 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted

- Several technical meetings to strengthen MOWA/PDWA's capacities in terms of planning and implementing relevant activities for promoting WEE were conducted, as a part of pilot activities and others. (Details are shown in Activity 1-6, 2-2, 2-3, 2-4)

Activity 1-4. "Gender terminology booklet" is updated

- The final draft (both English and Khmer) was approved through the MOWA internal consultation meetings. However, since it was decided by MOWA that the booklet should be disseminated together with the gender equality policy, which is yet to be approved by the Cambodian government, the printing and distribution had to be placed on hold.

Activity 1-5. "Gender statistics leaflet" is updated

Completed during the first batch of the Project.

- The final draft was prepared and MOWA counterpart reviewed the draft.

Activity 1-6. "Provincial gender statistics" are developed in each target province

- In Kampong Chhnang province, the draft was finalized and 1,500 copies were printed.
- In Siem Reap province, MOWA counterpart and PDWA discussed the table of contents for Gender Statistics Booklet and prepared the materials for the first workshop.

Activity 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline

- The gender responsive value chain analysis method, which was developed and modified through the pilot activities in Kampong Cham and Kampong Chhnang provinces during the first batch of the Project, was replicated in the pilot activity in Siem Reap province, as part of the gender analysis session in October 2020.

Activity 1-8. Technical advice on gender-responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level

- Online interviews with respective partner line ministries were conducted to find out whether they have a valid Gender Mainstreaming Action Plan and how they monitor its implementation. Information on the implementation status of the Policy on Promotion of Gender Equality for Sub-National Democratic Development was also collected in an interview with the National Council for Democratic Development (NCDD) Secretariate. One of the counterpart personnel from the Gender Equality Department has been assigned to lead those interviews. One more interview is planned to be conducted with the Cambodia National Council for Women (CNCW) about the Gender Equality Policy and its monitoring framework. All the information collected will be analysed to help MOWA provide effective advice on policy-level monitoring to partner line ministries.

Activity 1-9. Training on gender mainstreaming and WEE are conducted in Japan

Agreed to be replaced by the retreat program in Cambodia.

Output 2: Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments

【Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level】

Activity 2-1. In Kampong Cham province, chicken raising activities supported by PGM2 are monitored and followed up

Completed during the first batch of the Project.

Activity 2-2. In Kampong Chhnang province, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- The follow-up activity was planned from the latter half of March to immediately before the Khmer New Year in April; however, it was postponed due to the spread of COVID-19 and the policy of the Cambodian government, which restricted inter-province travels. On April 19, the draft questionnaire, agenda, and program of the follow-up activity were shared to MOWA CP and FPs for discussion. From May to August, the situation of COVID-19 did not improve as expected, so it was decided that it would be difficult to carry out follow-up activities for the time being. Follow-up activities were coordinated with MOWA CP and FPs only by sharing lessons learned from the chicken raising pilot activities.

- The achievement of the PDM indicators were organized and assessed, based on the results of the baseline and end-line surveys, th However, after entering the lockdown, it became impossible to confirm with MOWA CP and FPs, so it was decided to discuss again after the lockdown was released. Before starting pilot activities in Kampong Thom and Tbong Khmum provinces, it was necessary to sort out the challenges and lessons learned from the scale-up activities in Kampong Chhnang province. However, as the activities in both provinces were on hold due to the spread of COVID-19 infection, the Japanese experts, CPs and FPs decided to reorganize the plan at the end of September

Activity 2-3. In Siem Reap, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- Based on the results of the Village Business School classes conducted from June 2019 to January 2021, the follow-up activities for Khnar Po (KNP) CBT and Kompong Phluk (KPP) CBT are proposed as shown below:
Activity 1: Development of tourism promotion materials with a focus on the target women's perspectives
Activity 2: Improvement of homestay services (KNP CBT) and tourism promotion (KPP CBT)
- The follow-up activities program has been developed and agreed by WEE WG at the meeting described below.
- Monitoring data analysis simulations were conducted with FPs under the online guidance of the Japanese expert in March and April. It aimed to develop FPs' capacity in facilitating an upcoming data analysis session with PDs. However, in view of the Covid-19 situation in SRP, the analysis session with PDs was cancelled, and FPs conducted all the analysis instead with support from the Japanese expert in July and August. The results and method of the analysis were explained to PDs along with recommendations in a WEE-WG meeting described below.
- The WEE WG meeting was held on 14th September. Three main areas covered were as follows: (1) the results of monitoring data analysis were presented and discussed; (2) the upcoming pilot activities were discussed and approved, and (3) the upcoming activities for preparation of a provincial gender statics booklet were presented.
- CPs started implementing the gender socio-economic survey. As it was not possible to visit the sites, the information was gathered through online sources and telephone communication with CBT members.

【integration of gender perspectives into the existing programs and projects at the sub-national level】

Activity 2-4. In Tbong Khmum and Kampong Thom, PDWA and partner provincial departments integrate gender perspectives into the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG

< Tbong Khmum Province >

- The agenda and program of TOT were finalized at the meeting with MOWA CP and FPs on March 1st. In addition, the updated PO was shared with MOWA CP and FPs and confirmed the delay of activities. TOT was postponed due to the spread of COVID-19, but TOT PowerPoint materials were sent to trainers in PDWA, PDOC, PDAFF in Kampong Cham province, and PDWA, PDLVT, PDAFF in Kampong Chhnang province to confirm the contents. MOWA CP and FPs had been preparing for TOT until May but decided that it would be difficult to hold TOT for the time being because the situation of COVID-19 did not improve as expected. In relation to the above, all parties decided to review the schedule, including the training frequency, and contents the target villages. In June, the future plan for pilot activities was organized according to the patterns 1) and 2) below.

1) Resume pilot activities in the village from January 2022

2) No activities will be carried out in the village, only training for WEE WG members

- Since it was expected that none of them could be implemented as originally planned, we coordinated with MOWA CP to start with activities that have high priority and that which can be implemented online. As of the end of August, the infection status of COVID-19 had improved, albeit slightly, and other ministries and agencies had already started some activities at the village level. For this reason, there is a possibility that meetings with PDs can be held online and activities in the village can be carried out by limiting the number of participants. On the other hand, the decision of MOWA CP is still uncertain, and it is expected that consultation with the WEE WG will be necessary.

<Kampong Thom Province >

- It was the same progress as Tbong Khmum Province mentioned above.

Activity 2-5. In Kampong Cham and Kampong Chhnang, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

- Through the WEE-WG meetings which were held in both provinces in April 2021, it was agreed that the Project supports PDWA and the other PDs to acquire necessary knowledge and basic skills for integrating gender perspectives into the existing income-generating activities by providing a series of gender mainstreaming workshops and field visits. Although the tentative schedule was prepared and agreed, it has been postponed due to the rapid spread of COVID-19.

Activity 2-6 In Siem Reap, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

To be implemented

【Consideration on effective measures for promoting WEE and active women's participation in economic activities】

Activity 2-7 Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline

The draft outline of the guideline was prepared.

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA

Activity 3-1 In coordination and collaboration with MOWA, project activities are integrated in the action plan for Nearly Rattanak V and NCDD Gender Policy.

As it was found that an action plan for NCDD Gender Policy is supposed to be prepared in April every year, continuous discussions will be made with the NCDD gender team to follow up the process and examine how the project activities of PGM-WEE can be integrated into the action plan.

Activity 3-2 Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level

To be implemented

Activity 3-3 The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts

To be implemented

Activity 3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings

To be implemented

Activity 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans of the partner line ministries and NCDD Gender Policy

To be implemented

Activity 3-6 An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learned of the project activities with line ministries

To be implemented

Activity 3-7 A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries

To be implemented

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MOWA and PDWA for promoting WEE)

- Following the previous period, capacity development activities for MOWA and PDWA were carried out through the project activities. However, since some of the project activities had to be postponed due to the COVID-19-related restrictions the opportunities of capacity building were also not provided as planned.

Output 2 (Verification of implementation mechanism and tools for promoting WEE)

- (Indicator 2-1) It is fair to say that 55% was achieved because both the pilot activities in Siem Reap, Kampong Thom and Tbong Khmum and the follow-up activities in Kampong Cham and Kampong Chhnang have been prepared but not been started yet.
- (Indicator 2-2) It is fair to say that 55% was achieved because the WEE-WG was established and has been active in all the five target provinces so far. Capacity building of WEE-WG members and institutionalization will be done continuously until the end of the Project.

Output 3 (Acknowledgement of recommendations to implement gender-responsive policies)

- It is difficult to indicate the percentage of achievement because recommendations (tips and lessons learned) have not been extracted yet.

1-4 Achievement of the Project Purpose

- Planned activities for achieving the Project Purpose have been implemented as planned; however, at the present stage it is too early to measure the achievements by two indicators set in the PDM.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
None.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentrating processes

It is still necessary to follow the decentralisation and deconcentration (D&D) process in order to minimize the risks which could affect the achievement of the Project Purpose.

1-6 Progress of Actions undertaken by JICA

Nothing in particular

1-7 Progress of Actions undertaken by Government of Cambodia

Nothing in particular

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen gender mainstreaming mechanisms in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None

2 Delay of Work Schedule and/or Problems (if any)

- Gender capacity assessment
- Gender terminology booklet

3 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO): No

No.

3-2 Other modifications on detailed implementation plan: No

4 Preparations Done by the Government of Cambodia toward after completion of the Project

- To examine necessary legislative measures and coordination for integrating functions of WEE-WGs into the existing structure of Women and Children's Consultative Committees (WCCC) at provincial level
- To facilitate active discussions on WEE among the concerned stakeholders by using the opportunity of TWG-G WEE on regular basis

II. Project Monitoring Sheet I & II *See attached*

Form 3-2: Project Design Matrix (PDM)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Duration: 5 years (February 2017 - February 2022)
Project Area: Phnom Penh and 5 selected provinces (Kampong Chhnang, Kampong Tom, Siem Reap, Tbong Khmum and Kampong Cham)
Target Group: Ministry of Women's Affairs (MOWA) and Provincial Department of Women's Affairs (PDWA)
 Gender Mainstreaming Action Group (GMAG) and Gender Focal Points (both the national and the sub-national levels) of the following Partner Line Ministries:
 Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MOIH), Ministry of Commerce (MOC),
 Ministry of Rural Development (MORD), Ministry of Labor and Vocational Training (MOLVT), Ministry of Tourism (MOT)
Beneficiary: Women and men in the target provinces

Version: 1
Date: February 2020

	Narrative Summary	Indicators	Means of Verification	Important Assumption	Achievement	Remarks								
Overall Goal	Women's Economic Empowerment (WEE) is promoted through gender-responsive programs and projects implemented at the sub-national level by line ministries/provincial departments through advocacy and coordination by MOWA/PDWA in target and non-target provinces.	1. Gender-responsive programs and projects are planned and implemented for promoting WEE based on the updated WEE Guideline and the PGM Method Guideline ¹ in target and non-target provinces. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in non-target provinces. 3. All the partner line ministries and NCDD integrate at least 1 recommendation into their sector policies/plans or NCDD Gender Policy/plan and implement gender-responsive programs and projects for promoting WEE at the sub-national level.	1-1. Annual reports of WCCC 1-2. Provincial Development/Investment Plan 2. Minutes of meetings and reports of WCCC 3. Sector policies and plans and NCDD Gender Policy/plan											
Project Purpose	Gender mainstreaming mechanisms are strengthened ² to promote Women's Economic Empowerment (WEE) at the sub-national levels by the partner line ministries/provincial departments through advocacy and coordination by MOWA/PDWA.	1. MOWA/PDWA advocates and coordinates with line ministries and partner provincial departments for planning and implementing gender-responsive programs and projects. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in all target provinces. 3. The updated WEE Guideline is approved by MOWA 4. Partner line ministries and NCDD gender team integrate at least 1 implementation tool or recommendation for promoting WEE into their projects and activities.	1. Annual plan and project documents of the partner provincial departments 2. Minutes of meetings and reports of WCCC 3. Approved updated WEE Guideline 4. Sector plans/annual plans/action plans of partner line ministries and for NCDD Gender Policy	Decentralization and deconcentration process is continuously gender-responsive.										
Output	1. The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level. 2. Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments. 3. Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA.	1. Capacity of the counterparts of MOWA/PDWA in advocacy and coordination which will be defined in the Gender Capacity Assessment is strengthened. 2-1. Implementing tools for promoting WEE at the sub-national level are acquired by the counterparts of MOWA/PDWA and the partner provincial departments. 2-2. Role of WEE-WG in the Project is institutionalized and included in the updated WEE Guideline. ³ 3. Recommendations (tips and lessons learned) are acknowledged by the partner line ministries, NCDD gender team and partner provincial departments.	1. Result of Gender Capacity Assessment 2. Minutes of meetings and reports of TWG-G WEE/GMAG 3. Minutes of meetings and reports of WEE-WG/WCCC 1-1. Records of trainings/workshops 1-2. Minutes of meetings and reports of WCCC 2. Updated WEE Guideline 1. Minutes of meetings and reports of TWG-G WEE/GMAG/NCDD gender team 2. Minutes of meetings and reports of WCCC	GMAG members at the national and sub-national levels cooperate and participate in the project activities.										
Activity	1-1. Gender capacity assessment is conducted. 1-2. According to the results of the assessment, "capacity development plan on WEE" is prepared. 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted. 1-4. "Gender terminology booklet" is updated. 1-5. "Gender statistics leaflet" is updated. 1-6. "Provincial gender statistics" are developed in each target province. 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline. 1-8. Technical advices on gender responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA through pilot activities at sub-national level. 1-9. Trainings on gender mainstreaming and WEE are conducted in Japan. 1-10. Terminal gender capacity assessment is conducted. [Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level] 2-1. In KPC, chicken raising activities supported by PGM2 are monitored and followed up. 2-2. In KCH, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. 2-3. In SRP, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. [Integration of gender perspectives in the existing programs and projects at the sub-national level] 2-4. In TBK and KPT, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG. 2-5. In KPC and KCH, PDWA and partner provincial departments analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. 2-6. In SRP, PDWA and partner PDs analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. [Consideration on effective measures for promoting WEE and active women's participation in economic activities] 2-7. Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline. 3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy. 3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level. 3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts. 3-4. The compiled recommendations are shared in the TWG-G WEE/ GMAG meetings. 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy. 3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries. 3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.		<table border="1"> <thead> <tr> <th colspan="2">Inputs</th> <th rowspan="2">Pre-Conditions</th> </tr> <tr> <th>Japanese Side</th> <th>Cambodian Side</th> </tr> </thead> <tbody> <tr> <td>1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management</td> <td>1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost</td> <td></td> </tr> <tr> <td>2. Seminars, workshops and trainings 3. Necessary equipment for the project activities</td> <td></td> <td><Issues and countermeasures></td> </tr> </tbody> </table>	Inputs		Pre-Conditions	Japanese Side	Cambodian Side	1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost		2. Seminars, workshops and trainings 3. Necessary equipment for the project activities		<Issues and countermeasures>
Inputs		Pre-Conditions												
Japanese Side	Cambodian Side													
1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost													
2. Seminars, workshops and trainings 3. Necessary equipment for the project activities		<Issues and countermeasures>												

¹ PGM Method Guideline is the guideline for gender-responsive sector policy formulation developed in October 2007 and revised in August 2015 by MOWA and JICA.

² "Strengthening of gender mainstreaming mechanism" is defined as the following three elements: 1) adequate advocacy and coordination capacity of officials of MOWA/PDWA, 2) Implementing mechanism and tools for policy implementation on WEE at sub-national level, and 3) recommendations for formulating and implementing gender-responsive policies for promoting WEE.

³ The functions and roles of WEE-WG defined in the updated WEE Guideline will be integrated into those of Women's and Children's Consultative Committee (WCCC) through consultative process with the concerned parties.

Project Monitoring Sheet VIII (Revised PO)

Project Title: Project on Gender Mainstreaming for Promoting Women's Economic Empowerment (PGM-WEE)

Input		2017				2018				2019				2020				2021				2022	Remark	Monitoring	
		I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I		Issues	Solution
Expert																									
Akane Totani	Plan																							Due to the travel restriction for preventing infection spread of COVID-19, the Japanese experts are not allowed to go to Cambodia as planned since March 2020.	All the tasks were done in Japan by communicating with the CPs and making necessary arrangement and coordination online.
Chief Advisor/Gender Mainstreaming 1	Actual																								
Michiko Tsurumine	Plan																								
Deputy Chief Advisor/Gender Mainstreaming 2	Actual																								
Rie Fusamae	Plan																								
Institutional Development/Governance	Actual																								
Yasuko Yagi	Plan																								
Women's Economic Empowerment	Actual																								
Naoko Ogawa	Plan																					Resigned as of March 2020			
Market and Business Development	Actual																								
Mayumi Matsui	Plan																					Assigned as of March 2020 Resigned as of June 2021			
Market and Business Development/Training Management	Actual																								
Tomoko Watanabe	Plan																					Assigned as of July 2021			
Market and Business Development	Actual																								
Mirei Sakamoto	Plan																					Resigned as of April 2021			
Coordinator/Gender Output Analysis	Actual																								
Sakura Kunimura	Plan																					Assigned as of May 2021			
Coordinator/Gender Output Analysis	Actual																								
Equipment																									
Office Equipment	Plan																								
	Actual																								
Laptop Computers	Plan																								
	Actual																								
Projector	Plan																								
	Actual																								
Training in Japan																									
Training in Japan	Plan																							It cannot be anticipated if the training can be conducted in Japan until the end of project due to the COVID-19.	It was decided to convert into the retreat program in Cambodia.
	Actual																								

1st
Batch

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA												
3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy	Plan										The process of preparing an action/annual plan of Neary Rattanak V and NCDD Gender Policy should be	Necessary information is to be collected through the discussion with MOWA CPs and NCDD gender team.
	Actual											
3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national	Plan										Discussion with MOWA management was done in Dec. 2000	
	Actual											
3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts	Plan										Will be done after finishing all the pilot activities	
	Actual											
3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings	Plan											
	Actual											
3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy.	Plan											
	Actual											
3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries.	Plan											
	Actual											
3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.	Plan											
	Actual											
Monitoring												
Joint Coordinating Committee	Plan											
	Actual											
Set-up the Detailed Plan of Operation	Plan										PO was modified according to the revised PDM approved in the 3rd	
	Actual											
Submission of Monitoring Sheet	Plan											
	Actual											
Monitoring Mission from Japan	Plan											
	Actual											
Joint Monitoring	Plan											
	Actual											
Post Monitoring	Plan										Post monitoring will be conducted after 3 years from the completion.	
	Actual											
Reports/Documents												
Work Plan (1st Batch)	Plan											
	Actual											
Project Completion Report (1st Batch)	Plan											
	Actual											
Work Plan (2nd Batch)	Plan											
	Actual											
Project Completion Report (2nd Batch)	Plan											
	Actual											
Baseline/Endline Survey Report	Plan											
	Actual											
Revised PGM Guideline for promoting WEE	Plan											
	Actual											
Gender Terminology Booklet	Plan											
	Actual											
Gender Statistics Leaflet	Plan											
	Actual											
Provincial Gender Statistics Booklet	Plan										The KCH booklet were printed June 2021.	
	Actual											
Public Relations												
Newsletter	Plan											
	Actual											
Homepage	Plan											
	Actual											
Brochure	Plan											
	Actual											

1st
Batch

1. List of Japanese Experts

as of the end of August 2021

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming 1	Akane Totani	Cambodia: 6.67 / 12.50 Japan: 6.95 / 6.35
Deputy Chief Advisor/ Gender Mainstreaming 2	Michiko Tsurumine	Cambodia: 3.73 / 5.03 Japan: 3.50 / 3.35
Institutional Development/ Governance	Rie Fusamae	Cambodia: 5.03 / 8.50 Japan: 3.75 / 3.80
Women's Economic Empowerment	Yasuko Yagi	Cambodia: 7.57 / 10.67 Japan: 6.00 / 5.20
Market and Business Development	Mayumi Matsui	Cambodia: 0 / 4.67 Japan: 5.05 / 4.45
Training Management		Japan: 0.30 / 1.20
Market and Business Development	Tomoko Watanabe	Cambodia: 0 / 3.10 Japan: 0.25 / 0.80
Coordinator/Gender Output Analysis	Mirei Sakamoto	Cambodia: 5.13 / 10.17 Japan: 3.45 / 4.25
Coordinator/Gender Output Analysis	Sakura Kunimura	Cambodia: 0 / 2.97 Japan: 0.85 / 1.20

2. List of Counterparts (Ministry of Women's Affairs: MoWA)

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Cheng Chinet	Director	Gender Equality (GED)
5	Ms. Thouern Sakmana	Director	Economic Development (EDD)
6	Ms. Chhi Ratha	Director	International Cooperation
7	Ms. Khim Sovanny	Deputy Director	PSD
8	Mr. Sok Chheng	Deputy Director	EDD
9	Mr. Meas Chiwut	Chief Office	GED
10	Ms. Ouk Kosomakesey	Chief Office	PSD
11	Ms. Chea Socheata	Chief Office	PSD
12	Mr. Pin Soksratum	Chief Office	PSD
13	Ms. Sor Minea	Chief Office	EDD
14	Ms. Somthun Chanchariya	Vice Chief Office	PSD
15	Ms. Chea Chanvanny	Vice Chief Officer	EDD
16	Ms. Heng Samphos	Vice Chief Office	PSD
17	Ms. Meng Dina	Vice Chief Office	PSD
18	Ms. Set Channarath	Vice Chief Officer	GED
19	Ms. Lun Sophea	Vice Chief Office	GED
20	Mr. Khem Nalim	Vice Chief Office	PSD
21	Ms. Loerk Srey Touch	Officer	EDD
22	Ms. Soung Minea	Contract Officer	PSD
23	Ms. Pov Sony	Contract Officer	PSD

3. List of Focal Points of MoWA in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Chief Office	GED
	Mr. Sok Chheng	Deputy Director	EDD
Kampong Thom	Ms. Chea Socheata	Chief Office	PSD
	Ms. Ouk Kosomakesey	Chief Office	PSD
	Ms. Sor Minea	Chief Office	EDD
	Ms. Meng Dina	Vice Chief Office	PSD
	Ms. Seth Chan Narath	Vice Chief Office	GED
Tboung Khmum	Ms. Somthun Chanchakriya	Vice Chief Office	PSD
	Ms. Heng Samphos	Vice Chief Office	PSD
	Mr. Khem Nalim	Vice Chief Office	PSD
	Ms. Loerk Srey Touch	Officer	EDD
Siem Reap	Ms. Chea Chanvanny	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD
	Ms. Lun Sophea	Vice Chief Office	GED
	Ms. Pov Sony	Contract Officer	PSD
Kampong Cham	Mr. Meas Chiwut	Chief Office	GED
	Mr. Sok Chheng	Deputy Director	EDD
	Ms. Soung Minea	Contract Officer	PSD

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Member of Provincial Councilor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Soam Sinath	Director PDLVT	Member
4	Hy Ratana	Director, PDOC	Member
5	Lay Nareth	Deputy Director PDOP	Member
6	Him Sochetta	Deputy Director PDISTI	Member
7	Kay Sokchea	Deputy Director PDRD	Member
8	Sun Kimsean	Chief Office, PDRD	Member
9	Ith Sophany	Chief Office, PDWA	Member
10	Tim Chi	Chief Officer, PDRD	Member
11	Khiev Pros	Chief Office, PDLVT	Member
12	Chhin Kanha	Vice Chief Office, PDAFF	Member
13	Thouk Kim Chheang	Vice Chief Office, PDAFF	Member
14	Yin Chenda	Vice Chief Office, PDOP	Member
15	Ven Sreyleak	Officer, PDISTI	Member
16	Som Sokphearum	Officer, PDOP	Member
17	Nhim Sokha	Officer, PDLVT	Member
18	Seung Pisen	Officer, PDOC	Member
19	Ouk Sokha	Officer, PDOC	Member
20	Ham Kimhour	Officer, PDISTI	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Deputy Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Hinh Hach	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Deputy Director, PDWA	Chair
2	Hok Sovitheyea	PDOT	Deputy
3	Bun Chrib	Deputy Director, PDLVT	Member
4	Srey Sokun	Deputy Director, PDOP	Member
5	Sar Rene	Deputy Director, PDAFF	Member
6	Seur Siharith	Deputy Director, PDRD	Member
7	Tob Thoeun	Deputy Director, PDISTI	Member
8	Team Phally	Deputy Director, PDOC	Member
9	Phouern Sokna	PDISTI	Member
10	Chhun Sophoan	PDWA	Member
11	Luy Ratana	PDWA	Member
12	Ngeth Chan Rathanak	PDOP	Member
13	Siep San	PDOP	Member
14	Lim Hong	PDOP	Member
15	Rouern Oeuy	Provincial Council	Member
16	Luch Kunthea	PDWA	Member
17	Nan Mao	PDWA	Member
18	Sorn Dydelin	PDOT	Member
19	Peanh Makara	PDWA	Member
20	Prum Sopheap	PDAFF	Member
21	Kean Seryvuth	PDRD	Member
22	Pot Saroeut	PDRD	Member
23	Say Sothol	PDLVT	Member
24	Bor Bun	PDAFF	Member
25	Heang Puthera	PDLVT	Member
26	Long Somavatey	PDISTI	Member
27	Cheim Soram	PDLVT	Member
28	So Pola	PDOP	Member
29	Sok Pylot	PDOT	Member
30	Chea Syavy	PDOT	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Deputy Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDISTI	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Plong Salong	Deputy Director, PDRD	Member
7	Hiev Chanry	Deputy Director, PDWA	Member
8	Sin Kimheang	Deputy Director, PDOT	Member
9	Ly Reaksmey	Chief Office, PDOC	Member
10	Hun Sam At	Chief Office, PDWA	Member
11	Men Chanthoeun	Chief Office, PDAFF	Member
12	Neang Sopheak	Chief Office, PDLVT	Member
13	Yin Riyong	Chief Office, PDLVT	Member
14	Ros Kimchaey	Chief Office, PDISTI	Member
15	Piev Theary	Chief Office, PDOC	Member
16	Oem Sokleng	Chief Office, PDOP	Member
17	Sou Pharin	Chief Office, PDWA	Member
18	Kim Chantho	Chief Office, PDOT	Member
19	Hun Kotal	Vice Chief Office, PDAFF	Member
20	Huon Chenda	Vice Chief Office, PDWA	Member
21	Tan Molika	Vice Chief Office, PDRD	Member
22	Vann Sarong	Officer, PDOP	Member
23	Tann Saimeng	Officer, PDRD	Member
24	Koy Koern	Officer, PDOC	Member
25	Kong Kosal	Officer, PDISTI	Member
26	Sor Saysambor	Officer, PDOT	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Member of Provincial Councilor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Ny Chan Thida	Deputy Governor	Deputy
4	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Thorn Kimsron	Director, PDWA	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Sreur Engly	Deputy Director, PDLVT	Member
6	Cheng Chhunny	Deputy Director, PDISTI	Member
7	Kheur Vannthach	Deputy Director, PDOP	Member
8	Meas Sambath	Deputy Director, PDRD	Member
9	Son Sarat	Deputy Director, PDAFF	Member
10	Chhing Chun	Chief Office, PDLVT	Member
11	Pech Chordaphea	Chief Office, PDWA	Member
12	Phon Lanita	Vice Chief Office, PDWA	Member
13	Hor Lenghong	Deputy Director, PDOC	Member
14	An Darika	Chief Office, PDOC	Member
15	Chea Kimhong	Chief Office, PDISTI	Member
16	Keo Viriya	Chief Office, PDRD	Member
17	Cham Chanraksmeay	Chief Office, PDRD	Member
18	Chhoam Sreymao	Chief Office, PDAFF	Member
19	Chroeng Sothea	Officer, PDAFF	Member
20	Sak Eaimtry	Vice Chief Office, PDOP	Member
21	Reth Rattana	Chief Office, PDOP	Member

8. List of WEE Working Group Members in Kampong Cham Province

No	Name	Position	Role
WEE Working Group			
1	On Heng Leakhena	WCCC chair	Chair
2	Pang Dany	Deputy Governor	Deputy
3	Seang Van Leakhena	Director, PDWA	Permanent member
Technical Working Group/Secretariat			
1	Seang Van Leakhena	Director, PDWA	Chair
2	Dok Linda	Deputy Director, PDWA	Deputy
3	Cheng Heang	Director, PDLVT	Member
4	Ing Visoth	Director, PDRD	Member
5	Chheang Borin	Director, PDOC	Member
6	Sim Thavireak	Director, PDAFF	Member
7	Bic Buntha	Director, PDOP	Member
8	You Sok Ann	Deputy Director, PDOP	Member
9	Pan Phallin	Deputy Director, PDRD	Member
10	Uy Sokna	Deputy Director, PDOC	Member
11	Pich Chanti	Deputy Director, PDISTI	Member
12	Mao Vanthan	Chief Office, PDAFF	Member
13	Chi Kheng	Chief Office, PDWA	Member
14	Lorn Sophal	Vice Chief Office, PDAFF	Member
15	Heng Bo	Chief Office, PDISTI	Member
16	Im Pisey	Chief Office, PDOP	Member
17	Kun Socheat	Vice Chief Office, PDWA	Member
18	Theam Kimhour	Officer, PDWA	Member
19	Som Vuthy	Officer, PDLVT	Member
20	Men Sreymom	Officer, PDRD	Member
21	Huern Sreypov	Officer, PDISTI	Member

9. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Laptop	NB ASUS A442UQ-FA044T 3F Red	690	2019/7/29	PDWA (Siem Reap)
3	Laptop	NB ASUS VivoBook S ultrathin S530FN-BQ117T	859	2019/7/29	MOWA (Project office)
4	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Kampong Thom)
5	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Thbounk Khmum)
6	Projector	Sony EX450 VPL -EX450	505	2020/11/25	MOWA (Project Office)
7	Video conference system	Logitech Group for Video Conference (960-001054) FHD 2114LZ50H8J8	1,000	2021/7/7	MOWA (Project Office)

10. List of Office Equipment (Consumable)

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
2	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)
3	Air conditioner	Panasonic	240	2019/2/8	PDWA (Kampong Chhnang) *Disposed July 3, 2019 due to malfunction
4	Air conditioner	Panasonic	325	2019/6/10	PDWA (Kampong Chhnang)
5	Printer	HP LaserJet Pro M203	195	2019/7/16	PDWA (Siem Reap)
6	Office Cabinet (tall)	-	130	2019/7/16	PDWA (Siem Reap)
7	Office Cabinet (short)	-	110	2019/7/16	PDWA (Siem Reap)
8	Desk with drawer	-	125	2019/7/16	PDWA (Siem Reap)
9	Desk without drawer	-	75	2019/7/16	PDWA (Siem Reap)
10	Camera	Canon	359	2019/10/25	PDWA (Siem Reap)
11	Portable wifi	Smart@Home	36	2020/3/4	MOWA (Project Office)
12	Camera	Canon	329	2020/11/25	MOWA (Project Office)

TO: Chief Representative of the JICA Cambodia Office

PROJECT MONITORING SHEET

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Version: Ver. 10 (Term: September 2021-February 2022)
Name: Te Vouchlim, Director, Planning and Statistics Department,
 Ministry of Women's Affairs (MOWA)
Name: Akane Totani, Chief Advisor, PGM-WEE
Date: June 1, 2022

I. Summary

1 Progress

1-1 Progress of Inputs (for details, see Attachment)

Japanese side

- Although the travel of Japanese experts¹ has been restricted owing to the COVID-19 pandemic since March 2020, the quarantine measures when entering Cambodia were abolished in January 2022 for people who were fully vaccinated. Therefore, from January 2022, Japanese experts began to visit Cambodia to provide technical advice for pilot activities and to hold discussions with their MOWA counterparts. Some person-months allocated for field work (in Cambodia) were transferred to those for work in Japan; consequently, the Japanese experts were involved in their duty in Japan.
- Operational costs for project implementation including the procurement of equipment² and hiring five local staff members (a Senior Field Coordinator, two Field Coordinators, an Assistant Coordinator, and a Driver) were disbursed.

Cambodian side

- Twenty counterparts (C/Ps) from MOWA³ were assigned as Focal Points (hereinafter refer to as "F/Ps") in charge of pilot activities to be conducted in each province.⁴
- There were changes in the members of the Women's Economic Empowerment Working Group (WEE-WG) in the two target provinces (Kampong Chhnang Province⁵ and Siem Reap Province⁶).

¹ See Attachment 1 List of Japanese Experts.

² See Attachment 9 List of Equipment.

³ See Attachment 2 List of Counterparts (Ministry of Women's Affairs: MOWA).

⁴ See Attachment 3 List of Focal Points of MOWA in charge of project activities at provincial level.

⁵ See Attachment 4 List of WEE Working Group Members in Kampong Chhnang Province.

⁶ See Attachment 5 List of WEE Working Group Members in Siem Reap Province.

1-2 Progress of Activities

Project activities are implemented according to the revised Project Design Matrix (hereinafter referred to as "PDM"), which was agreed upon in the 4th Joint Coordination Committee (JCC) in July 2021.

Output 1: The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level

Activity 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted

- Several technical meetings to strengthen MOWA/PDWA's capacities regarding gender mainstreaming (integrating gender perspectives in the project management cycle of income-generating activities for women) for promoting WEE were conducted as a part of pilot activities and other activities. (Details are provided for Activity 1-6, 2-2, 2-3, 2-4.)

Activity 1-4. "Gender terminology booklet" is updated

- The final draft (both English and Khmer) of the Gender Terminology Booklet was approved through MOWA internal consultation meetings. However, as MOWA decided that the booklet should be disseminated together with the gender equality policy, which is yet to be approved by the Cambodian government, the printing and distribution of the booklet is currently on hold.

Activity 1-5. "Gender statistics leaflet" is updated

- The Gender Statistics Leaflet was modified and printed in December 2021 (15,000 copies in Khmer and 5,000 copies in English). The leaflet was distributed to PDWA in the pilot provinces.

Activity 1-6. "Provincial gender statistics" are developed in each target province

- Necessary data and information for the Gender Statistics Booklet were collected in Kampong Cham and Siem Reap provinces based on the table of contents prepared through the workshops in Activity 1-3.

Activity 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline

- The gender responsive value chain analysis method, which was developed and modified through the pilot activities in Kampong Cham and Kampong Chhnang provinces during the first batch of the Project, was replicated in the pilot activity in Siem Reap province, as part of the gender analysis session in October 2020.

Output 2: Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments

【Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level】

Activity 2-1. In Kampong Cham province, chicken raising activities supported by PGM2 are monitored and followed up

Completed during the first batch of the Project.

Activity 2-2. In Kampong Chhnang province, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

Completed in February 2020.

Activity 2-3. In Siem Reap, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG

- MOWA F/Ps shared the results of the monitoring data analysis on the pilot activities. Additionally, they shared their recommendations on upcoming follow-up activities with the WEE-WG members in a WEE-WG meeting in September 2021.
- The follow-up activities of the pilot determined by the WEE-WG in the meeting in September 2021 have the objective of improving the environment of women's business and livelihood for the future and enhancing respect for women's contribution in the community by means of women proactively leading tourism activities. The activities are as specified below:
 - Activity 1: Development of tourism promotion materials with a focus on the target women's perspectives.
 - Activity 2: Improvement of homestay services in Khnar Po (KNP) CBT and tourism promotion in Kompong Phluk (KPP) CBT
- Under Activity 1, the local Community-Based Tourism (CBT) resources on a promotion video and map (leaflet and poster) are set to be developed, and these materials are to be presented and shared with community members and tourism stakeholders. The follow-up stage is divided into six workshops. In this period, two workshops were implemented as part of Activity 1.
- The first workshop was held in November 2021 in KNP-CBT and in January 2022 in KPP-CBT to identify the empowerment level of the target group of women, as well as to strengthen their capacity

for using tablets and taking photographs to promote the local CBT resources. The workshop was facilitated by F/Ps and PDs as with the subsequent workshops.

- The second workshop conducted in February 2022 in KNP-CBT and KPP-CBT had the objective of identifying local resources that can be used for CBT tourism by the women, thus enabling them to create their personal and business history. After the workshop, the WEE-WG members took photographs of the identified local resources as well; collected the relevant information; and, finally, uploaded them to social media (Telegram) by using the tablets. The pictures and information obtained by the women themselves will be used for tourism promotion materials, which will be created in subsequent workshops.

【Integration of gender perspectives into the existing programs and projects at the sub-national level】

Activity 2-4. In Tbong Khmum and Kampong Thom, PDWA and partner provincial departments integrate gender perspectives into the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG

< Tbong Khmum Province >

- On September 21, 2021, the WEE-WG meeting was held in the PDWA meeting room, and the contents agreed at the 4th JCC were announced in this meeting. As a preventive measure for COVID-19 infection, the participation was limited to 15 people or less in accordance with the guidelines of the Ministry of Health of Cambodia.
- In November 2021, the registration of female farmers of Seda Sen Chey Agricultural Cooperative and Ou Raing Ov Meanchey Agricultural Cooperative for participating in pilot activities was completed.
- From November 24 to 26, 2021, a training of trainers (TOT) course was held in the meeting room of the Provincial Hall. Two Japanese experts participated in this TOT course online. It was determined that nine workshops and sessions will cover all the training that each provincial departments would be conducting in the village, as was done in the past in KCH province. The sharing of KPC and KCH trainers' experience at this TOT was highly helpful because approximately half of the WEE-WG members had no experience of working in the village.
- In this TOT course, it was decided that a technical meeting should be organized the day before each training to confirm the training content and to consider post-test questions with WEE-WG members in advance. The 1st Introduction Workshop, Simple Baseline Survey, and 1st Gender Training Session were held for three target groups from January 19 to 20, 2022.

- On February 10, 2022, a WEE-WG meeting was held in the PDWA meeting room. The results of the brief baseline survey were shared, and discussions were held on how to implement the training scheduled from February 2022. The WEE-WG members also decided to implement vegetable cultivation technical training designed by PDAFF, PDOP, and PDWA. Other PDs were asked to join only three times (first, middle, last) for the vegetable cultivation technical training as observers because their terms of reference (TOR) are unrelated to agriculture.
- The first vegetable cultivation training session (introduction of compost) was held in three villages—O Lork village, Tumneab village, and Seda Senchey village—between February 23 and 25, 2022. In the vegetable cultivation training, the first half was dedicated to a lecture, and the second half was dedicated to practical training, and three types of composts were made with the target group of women. The participants participated actively in the training and understood the training content well.
- In January 2022, baseline data on WEE-related indicators regarding pilot projects were collected by WEE-WG members and F/Ps of MOWA through interviews with participants. The indicators include the following: 1) income from the business supported by the project; 2) participation in decision-making regarding business and family; 3) women's role in the management of household income; 4) occurrence of domestic violence in the community; 5) confidence in business activities; and, 6) support from husbands and male family members. The collected data were tabulated by the project team and explained to MOWA F/Ps. The latter shared the results with the WEE-WG members in a WEE-WG meeting.
- The methods and steps of pilot project monitoring, which are planned to be conducted at the mid-point of the pilot project implementation, were discussed with MOWA F/Ps. As part of the monitoring data collection, the WEE-WG members conducted a few post-session tests to measure the participants' level of understanding.

<Kampong Thom Province>

- The WEE-WG meeting was held in the PDWA meeting room on September 22, 2021, and the contents agreed at the 4th JCC were announced in this meeting. As a preventive measure for COVID-19 infection, the participation was limited to 15 people or less in accordance with the guidelines of the Ministry of Health of Cambodia.
- From November 1 to 4, 2021, MOWA C/Ps and F/Ps, WEE-WG Chair, WCCC Chair, and PDWA Director visited the target villages and registered women for participation in pilot activities. As the PDISTI were unable to find trainers in KPT for conducting technical training on bamboo and rattan products, they searched for trainers in other provinces. Consequently, MOWA F/Ps found bamboo technical trainers in KCH and rattan technical trainers in SRP.

- From December 7 to 9, 2021, a TOT course was held in the meeting room of the Provincial Hall. Two Japanese experts participated in the TOT course online. As the contents of the course were similar as that conducted in TBK, the session progressed smoothly. Of the WEE-WG members, only four had prior experience of working in the village, and most officers were concerned about the preparation and facilitation of training materials; however, they seemed to be confident after receiving guidance from KPC and KCH trainers in TOT.
- In this TOT, it was decided that a technical meeting would be held the day before each training to confirm the training content and to consider post-test questions with WEE-WG members in advance. The 1st Introduction Workshop, Simple Baseline Survey, and 1st Gender Training Session were held for four target villages from January 26 to 27, 2022. The district deputy governors attended the sessions both days. They clearly explained the project purpose to the target women. It is hoped that leaders at the district and commune levels, as well as at the provincial level, will continue to show such a strong commitment toward training the women in the villages, making it easier to implement future activities and consequently leading to better results.
- The WEE-WG members decided to set the first training of the technical training as the production of bamboo products with good color development. As the target group of women had little experience of making bamboo products, their initial knowledge and skills were not sufficient. Taking this situation into consideration, four trainers decided to stay in the target villages for 15 days and conduct intensive training every day from March 2022.
- On February 9, 2022, a WEE-WG meeting was held in the PDWA meeting room. The results of the Simple Baseline Survey were shared in the meeting, and discussions were held on how to implement the training scheduled from February 2022. Similar to KBK, the WEE-WG members decided to implement vegetable cultivation technical training designed by PDAFF, PDOP, and PDWA. Other PDs were asked to join only three times (first, middle, last session) for vegetable cultivation technical training as observers since their TOR is unrelated to agriculture.
- From February 23 to 24, 2022, the first vegetable cultivation training session (Introduction of Compost) was held in the two target villages of Prey Kuy and Prey Kuy (A). In the vegetable cultivation training, the first half was dedicated to a lecture, and the second half was dedicated to a practical training, and two types of compost were made with the target group of women. The participants engaged in the training actively and had a high understanding of the training content. Simultaneously, the second inspection of the bamboo technical training was conducted in the two target villages of Ou Krou Ke and Kampong Chher Teal. The WEE-WG members were divided into four teams for efficiency, and all the activities mentioned above were successful.

Activity 2-5. In Kampong Cham and Kampong Chhnang, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

- In September 2021, a kick-off meeting for follow-up activities (for acquiring necessary knowledge and skills for integrating gender perspectives into the existing projects and activities) was conducted in both Kampong Cham and Kampong Chhnang provinces. It was agreed that PGM-WEE would provide a series of gender mainstreaming workshops for the PDs and financial support to conduct field activities between the workshops.
- The "1st gender mainstreaming workshop (planning)" was conducted in Kampong Chhnang province in November 2021, and in Kampong Cham province in December 2021. The workshop contents comprised the significance of gender mainstreaming, basic gender understanding and gender equality, what is gender mainstreaming, gender responsive planning, gender responsive situation analysis, and gender analysis tools.
- In February 2022, the "2nd gender mainstreaming workshop (implementation)" was conducted in Kampong Cham province. The workshop contents comprised the review of the 1st gender mainstreaming workshop, compilation of the results of the needs survey of December 2021, identification of gender needs, determination of measures to meet gender needs, and gender responsive planning.

Activity 2-6 In Siem Reap, PDWA and partner provincial department analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG

To be implemented

【Consideration on effective measures for promoting WEE and active women's participation in economic activities】

Activity 2-7 Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline

The draft outline of the guideline was prepared.

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA

Activity 3-1 In coordination and collaboration with MOWA, project activities are integrated in the action plan for Nearly Rattanak V and NCDD Gender Policy.

As it was found that an action plan for NCDD Gender Policy is to be prepared in April every year, continuous discussions will be conducted with the NCDD gender team to follow up on the process and examine how the project activities of PGM-WEE can be integrated into the action plan.

Activity 3-2 Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level

Although JICA Cambodia office requested MOWA to call a TWG-G WEE meeting as soon as possible as H E Minister also instructed in the TWG-G which was held in September 2021, clear response has not been shown by MOWA yet.

Activity 3-3 The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts

To be implemented

Activity 3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings

To be implemented

Activity 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans of the partner line ministries and NCDD Gender Policy

To be implemented

Activity 3-6 An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learned of the project activities with line ministries

To be implemented

Activity 3-7 A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries

To be implemented

1-3 Achievement of Outputs

Output 1 (Strengthened capacity of MOWA and PDWA for promoting WEE)

- Following the previous period, capacity development activities for MOWA and PDWA were carried out through the project activities. However, since some of the project activities had to be postponed due to the COVID-19-related restrictions, the opportunities of capacity building were also not provided as planned.

Output 2 (Verification of implementation mechanism and tools for promoting WEE)

- (Indicator 2-1) It is fair to say that 70% of the objective was achieved because both the pilot activities in Siem Reap, Kampong Thom, and Tbong Khmum and the follow-up activities in Kampong Cham and Kampong Chhnang have been designed; however, they have not yet been implemented.
- (Indicator 2-2) It is fair to say that 70% of the objective was achieved because the WEE-WG was established and has been active in all the five target provinces up to this point in time. Capacity building of the WEE-WG members and institutionalization will be accomplished continuously until the end of the Project.

Output 3 (Acknowledgement of recommendations to implement gender-responsive policies)

- It is difficult to indicate the percentage of achievement because recommendations (tips and lessons learned) have not yet been identified from the participants.

1-4 Achievement of the Project Purpose

- Planned activities for achieving the Project Purpose have been implemented as planned; however, it is too early to measure the achievements by means of the two indicators set in the PDM.

1-5 Changes in Risks and Actions for Mitigation

(1) Risks related to the Important Assumption (Output) regarding cooperation of the GMAG members
None.

(2) Risks related to the Important Assumption (Project Purpose) regarding gender-responsive decentralization and deconcentration processes

It continues to be necessary to follow the decentralization and deconcentration (D&D) process to minimize the risks that could affect the achievement of the Project Purpose.

1-6 Progress of Actions undertaken by JICA

None in particular.

1-7 Progress of Actions undertaken by Government of Cambodia

None in particular.

1-8 Progress of Environmental and Social Considerations (if applicable)

Not applicable.

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

Gender: The PGM-WEE aims to strengthen gender mainstreaming mechanisms in Cambodia.

1-10 Other remarkable/considerable issues related to/affecting the project (such as other JICA projects, activities of counterparts, other donors, the private sector, and NGOs)

None.

4 Delay of Work Schedule and/or Problems (if any)

- Gender capacity assessment (to be conducted in the retreat program)
- Printing of gender terminology booklet
- TWG-G meeting to share the progress of pilot activities

4 Modification of the Project Implementation Plan

3-1 Plan of Operation (PO):

None.

3-2 Other modifications on detailed implementation plan:

None.

4 Preparations Done by the Government of Cambodia toward after completion of the Project

- To examine the necessary legislative measures and coordination for integrating functions of WEE-WGs into the existing structure of Women and Children's Consultative Committees (WCCC) at the provincial level.
- To facilitate active discussions on WEE among the concerned stakeholders by using the opportunity of TWG-G WEE on a regular basis.

II. Project Monitoring Sheet I & II *See attached*

Form 3-2: Project Design Matrix (PDM)

Project Title: Project on Gender Mainstreaming for Women's Economic Empowerment (PGM-WEE)
Duration: 5 years and 10 months (February 2017 - December 2022)
Project Area: Phnom Penh and 5 selected provinces (Kampong Chhnang, Kampong Tom, Siem Reap, Tbong Khmum and Kampong Cham)
Target Group: Ministry of Women's Affairs (MOWA) and Provincial Department of Women's Affairs (PDWA)
 Gender Mainstreaming Action Group (GMAG) and Gender Focal Points (both the national and the sub-national levels) of the following Partner Line Ministries:
 Ministry of Planning (MOP), Ministry of Agriculture, Forestry and Fisheries (MAFF), Ministry of Industry and Handicraft (MOIH), Ministry of Commerce (MOC),
 Ministry of Rural Development (MORD), Ministry of Labor and Vocational Training (MOLVT), Ministry of Tourism (MOT)

Version: 1
Date: February 2020

Beneficiary: Women and men in the target provinces

	Narrative Summary	Indicators	Means of Verification	Important Assumption	Achievement	Remarks									
Overall Goal	Women's Economic Empowerment (WEE) is promoted through gender-responsive programs and projects implemented at the sub-national level by line ministries/provincial departments through advocacy and coordination by MOWA/PDWA in target and non-target provinces.	1. Gender-responsive programs and projects are planned and implemented for promoting WEE based on the updated WEE Guideline and the PGM Method Guideline ¹ in target and non-target provinces. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in non-target provinces. 3. All the partner line ministries and NCDD integrate at least 1 recommendation into their sector policies/plans or NCDD Gender Policy/plan and implement gender-responsive programs and projects for promoting WEE at the sub-national level.	1-1. Annual reports of WCCC 1-2. Provincial Development/Investment Plan 2. Minutes of meetings and reports of WCCC 3. Sector policies and plans and NCDD Gender Policy/plan												
Project Purpose	Gender mainstreaming mechanisms are strengthened ² to promote Women's Economic Empowerment (WEE) at the sub-national levels by the partner line ministries/provincial departments through advocacy and coordination by MOWA/PDWA.	1. MOWA/PDWA advocates and coordinates with line ministries and partner provincial departments for planning and implementing gender-responsive programs and projects. 2. WCCC meeting is functioning as a platform for PDWA and line provincial departments to discuss and monitor gender-responsive programs and projects for promoting WEE in all target provinces. 3. The updated WEE Guideline is approved by MOWA 4. Partner line ministries and NCDD gender team integrate at least 1 implementation tool or recommendation for promoting WEE into their projects and activities.	1. Annual plan and project documents of the partner provincial departments 2. Minutes of meetings and reports of WCCC 3. Approved updated WEE Guideline 4. Sector plans/annual plans/action plans of partner line ministries and for NCDD Gender Policy	Decentralization and deconcentration process is continuously gender-responsive.											
Output	1. The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level. 2. Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments. 3. Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA.	1. Capacity of the counterparts of MOWA/PDWA in advocacy and coordination which will be defined in the Gender Capacity Assessment is strengthened. 2-1. Implementing tools for promoting WEE at the sub-national level are acquired by the counterparts of MOWA/PDWA and the partner provincial departments. 2-2. Role of WEE-WG in the Project is institutionalized and included in the updated WEE Guideline. ³ 3. Recommendations (tips and lessons learned) are acknowledged by the partner line ministries, NCDD gender team and partner provincial departments.	1. Result of Gender Capacity Assessment 2. Minutes of meetings and reports of TWG-G WEE/GMAG 3. Minutes of meetings and reports of WEE-WG/WCCC 1-1. Records of trainings/workshops 1-2. Minutes of meetings and reports of WCCC 2. Updated WEE Guideline 1. Minutes of meetings and reports of TWG-G WEE/GMAG/NCDD gender team 2. Minutes of meetings and reports of WCCC	GMAG members at the national and sub-national levels cooperate and participate in the project activities.											
Activity	1-1. Gender capacity assessment is conducted. 1-2. According to the results of the assessment, "capacity development plan on WEE" is prepared. 1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted. 1-4. "Gender terminology booklet" is updated. 1-5. "Gender statistics leaflet" is updated. 1-6. "Provincial gender statistics" are developed in each target province. 1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline. 1-8. Basic concept of gender responsive monitoring and evaluation (policy-based) are provided (only for the relevant parts to WEE) to partner line ministries and partner provincial departments by MOWA/PDWA. 1-9. Terminal gender capacity assessment is conducted. [Planning, implementation and monitoring of the activities for promoting WEE (pilot activities) at sub-national level] 2-1. In KPC, chicken raising activities supported by PGM2 are monitored and followed up. 2-2. In KCH, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. 2-3. In SRP, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG. [Integration of gender perspectives in the existing programs and projects at the sub-national level] 2-4. In TBK and KPT, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG. 2-5. In KPC and KCH, PDWA and partner provincial departments analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. 2-6. In SRP, PDWA and partner PDs analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG. [Consideration on effective measures for promoting WEE and active women's participation in economic activities] 2-7. Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline. 3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy. 3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national level. 3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts. 3-4. The compiled recommendations are shared in the TWG-G WEE/ GMAG meetings. 3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy. 3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries. 3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.			<table border="1"> <thead> <tr> <th colspan="2">Inputs</th> <th rowspan="2">Pre-Conditions</th> </tr> <tr> <th>Japanese Side</th> <th>Cambodian Side</th> </tr> </thead> <tbody> <tr> <td>1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management</td> <td>1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost</td> <td></td> </tr> <tr> <td>2. Seminars, workshops and trainings 3. Necessary equipment for the project activities</td> <td></td> <td><Issues and countermeasures></td> </tr> </tbody> </table>	Inputs		Pre-Conditions	Japanese Side	Cambodian Side	1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost		2. Seminars, workshops and trainings 3. Necessary equipment for the project activities		<Issues and countermeasures>
Inputs		Pre-Conditions													
Japanese Side	Cambodian Side														
1. JICA Experts - Chief Advisor - Deputy Chief Advisor - Institutional Development/Governance - Women's Economic Empowerment - Market and Business Development - Coordinator/Training Management	1. Counterparts (C/P) 2. Office space and facilities 3. Local Cost														
2. Seminars, workshops and trainings 3. Necessary equipment for the project activities		<Issues and countermeasures>													

¹ PGM Method Guideline is the guideline for gender-responsive sector policy formulation developed in October 2007 and revised in August 2015 by MOWA and JICA.

² "Strengthening of gender mainstreaming mechanism" is defined as the following three elements: 1) adequate advocacy and coordination capacity of officials of MOWA/PDWA, 2) Implementing mechanism and tools for policy implementation on WEE at sub-national level, and 3) recommendations for formulating and implementing gender-responsive policies for promoting WEE.

³ The functions and roles of WEE-WG defined in the updated WEE Guideline will be integrated into those of Women's and Children's Consultative Committee (WCCC) through consultative process with the concerned parties.

Project Monitoring Sheet VIII (Revised PO)

Project Title: Project on Gender Mainstreaming for Promoting Women's Economic Empowerment (PGM-WEE)

Input		2017				2018				2019				2020				2021				2022				Remarks	Monitoring	
		I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV		Issues	Solutions
Expert																												
Akane Totani	Plan																											
Chief Advisor/Gender Mainstreaming 1	Actual																											
Michiko Tsurumine	Plan																											
Deputy Chief Advisor/Gender Mainstreaming 2	Actual																											
Rie Fusamae	Plan																											
Institutional Development/Governance	Actual																											
Yasuko Yagi	Plan																											
Women's Economic Empowerment	Actual																											
Naoko Ogawa	Plan																											
Market and Business Development	Actual																											
Mayumi Matsui	Plan																											
Market and Business Development/Training Management	Actual																											
Tomoko Watanabe	Plan																											
Market and Business Development	Actual																											
Mirei Sakamoto	Plan																											
Coordinator/Gender Output Analysis	Actual																											
Sakura Kunimura	Plan																											
Coordinator/Gender Output Analysis	Actual																											
Equipment																												
Office Equipment	Plan																											
	Actual																											
Laptop Computers	Plan																											
	Actual																											
Projector	Plan																											
	Actual																											
Training in Japan																												
Training in Japan	Plan																											
	Actual																											

1st
Batch

Owing to the travel restrictions from March 2020 to prevent the spread of COVID-19, the Japanese experts were not allowed to visit Cambodia as planned.

Between March 2020 and December 2021, all the relevant tasks were done in Japan by communicating with the CPs and making necessary arrangements and coordination online. In January 2022, the Japanese experts resumed visiting Cambodia.

Resigned in March 2020

Assigned in March 2020
Resigned in June 2021

Assigned in July 2021

Resigned in April 2021

Assigned in May 2021

Owing to the COVID-19 pandemic, it is not possible to foresee conducting any training in Japan until the end of the project.

It was decided to change the planned training in Japan to a retreat program in Cambodia.

Output/Activity	2017				2018				2019				2020				2021				Remarks	Monitoring		
	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV		Issues	Solutions	
Output 1: The capacity of MOWA/PDWA in terms of advocacy and coordination is strengthened to promote WEE at the sub-national level																								
1-1. Gender capacity assessment is conducted.	Plan																					Capacity assessment of PDWA/PD was done in the joint gender workshop in January 2020.		It was decided to conduct self-capacity assessment in the retreat program held in July 2022.
	Actual																							
1-2. According to the results of the assessment, "capacity development plan on WEE" is prepared.	Plan																							
	Actual																							
1-3. A series of workshops and trainings for strengthening MOWA/PDWA's advocacy and coordination capacities for promoting WEE are planned and conducted.	Plan																							
	Actual																							
1-4. "Gender terminology booklet" is updated.	Plan																						After finalizing the list of 105 words, MOWA decided to reduce the number of words and modify the list according to the existing terminology.	
	Actual																							
1-5. "Gender statistics leaflet" is updated.	Plan																						The gender statistical leaflet is updated in the second batch of the project.	
	Actual																							
1-6. "Provincial gender statistics" are developed in each target province.	Plan																							
	Actual																							
1-7. "Gender responsive value chain analysis method" is developed at the planning stage of the pilot activities at the sub-national level and compiled in the updated WEE guideline.	Plan																						The method developed in the first batch will be tested and modified in the pilot activities in the second batch.	
	Actual																							
1-8. Basic concept of gender responsive monitoring and evaluation (policy-based and only for the relevant parts to WEE) are shared with partner line ministries and partner provincial departments by MOWA/PDWA.	Plan																						· Not all the partner line ministries can provide the updated GMAP. · Owing to the limited budget and the COVID-19 pandemic, not many activities are implemented, monitored, or evaluated.	Information collection on policy-level M&E of partner ministries has been suspended because of the resignation of a national staff member.
	Actual																							M&E is to be performed when a new national staff member is recruited.
1-9. Terminal gender capacity assessment is conducted.	Plan																							
	Actual																							
Output 2: Through the pilot activities, implementation mechanism and tools for promoting WEE are verified with its effectiveness by MOWA/PDWA and partner line ministries and provincial departments																								
2-1. In KPC, chicken raising activities supported by PGM2 are monitored and followed up.	Plan																						Activities were done in the first batch of the project.	
	Actual																							
2-2. In KCH, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE on agriculture/chicken raising (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the	Plan																							
	Actual																							
2-3. In SRP, PDWA and partner provincial departments plan, implement and monitor the activities for promoting WEE in tourism sector (as pilot activities) as well as share the outputs and experiences extracted from the pilot activities in the WEE-WG.	Plan																							
	Actual																							
2-4. In TBK and KPT, PDWA and partner provincial departments integrate gender perspectives in the existing programs and projects to support rural women and women's groups in agriculture and handicraft sectors (economic activities) and share the outputs, learnings and experiences extracted from the pilot activities in the WEE-WG.	Plan																							
	Actual																							
2-5. In KPC and KCH, PDWA and partner provincial departments analyze circumstances surrounding rural women and women's groups in agriculture sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG.	Plan																							
	Actual																							
2-6. In SRP, PDWA and partner PDs analyze circumstances surrounding rural women and women's groups in tourism sector, identify their needs, and examine effective measures for supporting women to be involved more actively in economic activities as well as share the outputs and learnings in the WEE-WG.	Plan																							
	Actual																							
2-7. Based on the Activities 2-2~2-6, institutionalized implementation mechanism and implementation tools for promoting WEE at the sub-national level are compiled in the updated WEE Guideline.	Plan																							
	Actual																							

1st
Batch

Output 3: Recommendations (tips and lessons learned) to implement/formulate gender-responsive policies are acknowledged by the partner line ministries and provincial departments and NCDD gender team through the active discussions with MOWA/PDWA												
3-1. In coordination and collaboration with MOWA, project activities are integrated in the action plan for Neary Rattanak V and NCDD Gender Policy	Plan										Owing to the COVID-19 pandemic, NCDD has suspended several activities specified in the annual plan.	It was agreed to incorporate relevant project activities into the annual plan of NCDD for 2023.
	Actual											
3-2. Through the TWG-G WEE/GMAG meetings, MOWA shares the progress, outputs, experiences, findings, lessons learned, etc. which are extracted from the project activities with line ministries, and advocates for promoting WEE at the sub-national	Plan										Despite a series of meetings with relevant departments, TWG-G WEE has not been called so far.	The JICA Cambodia Office sent MOWA an official letter requesting that MOWA conduct TWG-G WEE.
	Actual											
3-3. The recommendations for promoting WEE at the sub-national level are discussed and compiled by MOWA counterparts	Plan											
	Actual											
3-4. The compiled recommendations are shared in the TWG-G WEE/GMAG meetings	Plan											
	Actual											
3-5. Active discussion and coordination are made with the partner line ministries and NCDD gender team (consisting of gender equality department of MOWA and NCDD) for integrating the shared recommendations into the sector plans/annual plans/action plans of the partner line ministries and for the NCDD Gender Policy.	Plan											
	Actual											
3-6. An experience (output) sharing workshop for widely sharing the approved recommendations (in Activity 3-4) and updated WEE guideline (developed in Activity 2-7) in collaboration with the MOWA counterparts as well as the outputs and lessons learnt of the project activities with line ministries.	Plan											
	Actual											
3-7. A regional seminar is held for sharing the achievements, outcomes, best practices and lessons learned from the project activities as well as exchanging the experiences among the ASEAN countries.	Plan									It was decided to invite the participants from ASEAN countries online.		
	Actual											
Monitoring												
Joint Coordinating Committee	Plan											
	Actual											
Set-up the Detailed Plan of Operation	Plan									The PO was modified according to the revised PDM approved in the 4th JCC.		
	Actual											
Submission of Monitoring Sheet	Plan											
	Actual											
Monitoring Mission from Japan	Plan											
	Actual											
Joint Monitoring	Plan											
	Actual											
Post Monitoring	Plan									Post monitoring will be conducted three years after the project completion.		
	Actual											
Reports/Documents												
Work Plan (1st Batch)	Plan											
	Actual											
Project Completion Report (1st Batch)	Plan											
	Actual											
Work Plan (2nd Batch)	Plan											
	Actual											
Project Completion Report (2nd Batch)	Plan											
	Actual											
Baseline/Endline Survey Report	Plan											
	Actual											
Revised PGM Guideline for promoting WEE	Plan											
	Actual											
Gender Terminology Booklet	Plan											
	Actual											
Gender Statistics Leaflet	Plan									The Gender Statistics Leaflet was completed in December 2021.		
	Actual											
Provincial Gender Statistics Booklet	Plan											
	Actual											
Public Relations												
Newsletter	Plan											
	Actual											
Homepage	Plan											
	Actual											
Brochure	Plan											
	Actual											

1. List of Japanese Experts

as of the end of February 2022

Title	Name	Assignment (MM/total MM in 2 nd batch)
Chief Advisor/ Gender Mainstreaming 1	Akane Totani	Cambodia: 6.67 / 12.50 Japan: 6.95 / 6.35
Deputy Chief Advisor/ Gender Mainstreaming 2	Michiko Tsurumine	Cambodia: 3.73 / 5.03 Japan: 3.50 / 3.35
Institutional Development/ Governance	Rie Fusamae	Cambodia: 5.03 / 8.50 Japan: 3.75 / 3.80
Women's Economic Empowerment	Yasuko Yagi	Cambodia: 7.57 / 10.67 Japan: 6.00 / 5.20
Market and Business Development	Mayumi Matsui	Cambodia: 0 / 4.67 Japan: 5.05 / 4.45
Training Management		Japan: 0.30 / 1.20
Market and Business Development	Tomoko Watanabe	Cambodia: 0 / 3.10 Japan: 0.25 / 0.80
Coordinator/Gender Output Analysis	Mirei Sakamoto	Cambodia: 5.13 / 10.17 Japan: 3.45 / 4.25
Coordinator/Gender Output Analysis	Sakura Kunimura	Cambodia: 0 / 2.97 Japan: 0.85 / 1.20

2. List of Counterparts (Ministry of Women's Affairs: MoWA)

No	Name	Position	Department
1	H.E. Chan Sorey (Project Director)	Secretary of State	
2	H.E. Chhoy Kimsor	Advisor	
3	Ms. Te Vouchlim (Project Manager)	Director	Planning and Statistics (PSD)
4	Ms. Cheng Chinet	Director	Gender Equality (GED)
5	Ms. Thouern Sakmana	Director	Economic Development (EDD)
6	Ms. Khim Sovanny	Deputy Director	PSD
7	Mr. Sok Chheng	Deputy Director	EDD
8	Mr. Meas Chiwut	Chief Office	GED
9	Ms. Ouk Kosomakesey	Chief Office	PSD
10	Ms. Chea Socheata	Chief Office	PSD
11	Mr. Phin Soksratum	Chief Office	PSD
12	Ms. Sor Minea	Chief Office	EDD
13	Mr. Ham Siphath	Chief Office	EDD
14	Ms. Somthun Chanchariya	Vice Chief Office	PSD
15	Ms. Chea Chanvanny	Vice Chief Officer	EDD
16	Ms. Heng Samphos	Vice Chief Office	PSD
17	Ms. Meng Dina	Vice Chief Office	PSD
18	Mr. Lim Samedy	Vice Chief Officer	GED
19	Ms. Lun Sophea	Vice Chief Office	GED
20	Mr. Khem Nalim	Vice Chief Office	PSD
21	Ms. Loerk Srey Touch	Officer	EDD
22	Ms. Yin Samneang	Officer	PSD
23	Ms. Pov Sony	Contract Officer	PSD

3. List of Focal Points of Mow in charge of project activities at provincial level

Province	Name	Position	Department
Kampong Chhnang	Mr. Meas Chiwut	Chief Office	GED
	Mr. Sok Chheng	Deputy Director	EDD
Kampong Thom	Ms. Chea Socheata	Chief Office	PSD
	Ms. Ouk Kosomakesey	Chief Office	PSD
	Ms. Sor Minea	Chief Office	EDD
	Ms. Meng Dina	Vice Chief Office	PSD
	Mr. Lim Samedy	Vice Chief Office	GED
Tboung Khmum	Mr. Ham Siphath	Chief Office	EDD
	Ms. Somthun Chanchakriya	Vice Chief Office	PSD
	Ms. Heng Samphos	Vice Chief Office	PSD
	Mr. Khem Nalim	Vice Chief Office	PSD
	Ms. Loerk Srey Touch	Officer	EDD
Siem Reap	Ms. Chea Chanvanny	Vice Chief Office	EDD
	Mr. Pin Soksratum	Vice Chief Office	PSD
	Ms. Lun Sophea	Vice Chief Office	GED
	Ms. Pov Sony	Contract Officer	PSD
Kampong Cham	Mr. Meas Chiwut	Chief Office	GED
	Mr. Sok Chheng	Deputy Director	EDD
	Ms. Yin Samneang	Contract Officer Officer	PSD

4. List of WEE Working Group Members in Kampong Chhnang Province

No	Name	Position	Role
WEE Working Group			
1	Pal Yeoun	Member of Provincial Councilor	Chair
2	Tong Nary	WCCC chair	Deputy
3	Pich Sophea	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Chuon Vatanary	Deputy Director PDWA	Chair
2	Heng Kimsreang	Deputy Director PDAFF	Deputy
3	Soam Sinath	Director PDLVT	Member
4	Hy Ratana	Director, PDOC	Member
5	Lay Nareth	Deputy Director PDOP	Member
6	Him Sochetta	Deputy Director PDISTI	Member
7	Kay Sokchea	Deputy Director PDRD	Member
8	Sun Kimsean	Chief Office, PDRD	Member
9	Ith Sophany	Chief Office, PDWA	Member
10	Tim Chy	Chief Officer, PDRD	Member
11	Khiev Pros	Chief Office, PDLVT	Member
12	Chhin Kanha	Vice Chief Office, PDAFF	Member
13	Thauk Kim Chheang	Vice Chief Office, PDAFF	Member
14	Yin Chenda	Vice Chief Office, PDOP	Member
15	Ven Sreyleak	Officer, PDISTI	Member
16	Som Sokphearum	Officer, PDOP	Member
17	Nhim Sokha	Officer, PDLVT	Member
18	Souerng Pisen	Officer, PDOC	Member
19	Ouk Sokha	Officer, PDOC	Member
20	Ham Kimhour	Officer, PDISTI	Member

5. List of WEE Working Group Members in Siem Reap Province

No	Name	Position	Role
WEE Working Group			
1	You Sophear	Deputy Governor	Chair
2	Sin Norm	WCCC chair	Deputy
3	Ngov Sengkak	Director, PDOT	Deputy
4	Krong Sithavy	Director, PDWA	Permanent Deputy
Technical Working Group			
1	Krong Sithavy	Director, PDWA	Chair
2	Van Channa	Deputy Director, PDWA	Deputy
3	Sor Rene	Deputy Director, PDAFF	Member
4	Seur Siharith	Deputy Director, PDRD	Member
5	Srey Sokun	Deputy Director, PDOP	Member
6	Team Phally	Deputy Director, PDOC	Member
7	Bun Chrib	Deputy Director, PDLVT	Member
8	Tob Thoeun	Deputy Director, PDISTI	Member
9	Chhun Sophoan	Chief Office of PDWA	Member
10	Luy Ratana	Chief Office of PDWA	Member
11	Pot Saroeut	Chief Office of PDRD	Member
12	Siep San	Chief Office of PDOP	Member
13	Phouern Sokna	Chief Office of PDISTI	Member
14	Nan Mao	Chief Office of PDWA	Member
15	Koy Phally	Vice Chief Office of PDWA	Member
16	Luch Kunthea	Vice Chief Office of PDWA	Member
17	Peanh Makara	Vice Chief Office of PDWA	Member
18	Prum Sopheap	Vice Chief Office of PDAFF	Member
19	Kean Seryvuth	Vice Chief Office of PDRD	Member
20	Ly Chanthorn	Vice Chief Office of PDLVT	Member
21	Heang Puthera	Vice Chief Office of PDLVT	Member
22	Long Somavatey	Vice Chief Office of PDISTI	Member
23	Chea Syavy	Vice Chief Office of PDOT	Member
24	Bor Bun	Officer of PDAFF	Member
25	Sok Pylot	Officer of PDOT	Member
26	Ngeth Chan Rathanak	Officer of PDOP	Member
27	So Pola	Officer of PDOC	Member
28	Cheim Soram	Officer of PDLVT	Member
29	Lach Voucheng	Officer of PDWA	Member
30	Long Dany	Vice Chief Office of PDWA	Member
31	Mao Samoeurn	Officer of PDWA	Member

6. List of WEE Working Group Members in Kampong Thom Province

No	Name	Position	Role
WEE Working Group			
1	Lom Kuntheary	Deputy Governor	Chair
2	Sok Chanthou	WCCC chair	Deputy
3	Sin Siphon	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Sin Siphon	Director, PDWA	Chair
2	Chhor Biengkong	Deputy Director, PDAFF	Deputy
3	Chou Bunry	Deputy Director, PDOP	Member
4	Pov Vanna	Deputy Director, PDISTI	Member
5	Yin Bunroth	Deputy Director, PDLVT	Member
6	Plong Salon	Deputy Director, PDRD	Member
7	Heav Chanry	Deputy Director, PDWA	Member
8	Sin Kimheang	Deputy Director, PDOT	Member
9	Ly Reaksmey	Chief Office, PDOC	Member
10	Hun Sam At	Chief Office, PDWA	Member
11	Men Chanthoeun	Chief Office, PDAFF	Member
12	Neang Sopheak	Chief Office, PDLVT	Member
13	Yin Riyong	Chief Office, PDLVT	Member
14	Ros Kimchhay	Chief Office, PDISTI	Member
15	Peav Theary	Chief Office, PDOC	Member
16	Em Sok Leng	Chief Office, PDOP	Member
17	Sou Pharin	Chief Office, PDWA	Member
18	Kim Chantho	Chief Office, PDOT	Member
19	Hun Kotal	Vice Chief Office, PDAFF	Member
20	Huon Chenda	Vice Chief Office, PDWA	Member
21	Tan Molika	Vice Chief Office, PDRD	Member
22	Van Sarorn	Officer, PDOP	Member
23	Tann Saimeng	Officer, PDRD	Member
24	Koy Koern	Officer, PDOC	Member
25	Kong Kosal	Officer, PDISTI	Member
26	Sor Saysambor	Officer, PDOT	Member

7. List of WEE Working Group Members in Tboung Khmum Province

No	Name	Position	Role
WEE Working Group			
1	Leng Sokha	Member of Provincial Councilor	Chair
2	Kiev Samuon	WCCC chair	Deputy
3	Ny Chan Thida	Deputy Governor	Deputy
4	Thorn Kimsron	Director, PDWA	Deputy
Technical Working Group/Secretariat			
1	Thorn Kimsron	Director, PDWA	Chair
2	Korng Siman	Deputy Director, PDWA	Deputy
3	Um Veasna	Director, PDLVT	Member
4	Toch Sakorn	Director, PDOC	Member
5	Hor Lenghong	Deputy Director, PDOC	Member
6	Sun Sarath	Deputy Director, PDAFF	Member
7	Chheng Chhunhy	Deputy Director, PDISTI	Member
8	Pha Leakhena	Deputy Director, PDOP	Member
9	Chin Vibol	Deputy Director, PDLVT	Member
10	Pech Chordaphea	Chief Office, PDWA	Member
11	Phon Lanita	Chief Office, PDWA	Member
12	Chhing Chun	Chief Office, PDLVT	Member
13	Chhoam Sreymao	Chief Office, PDAFF	Member
14	Chhem Chanraksmeay	Chief Office, PDRD	Member
15	Reth Rattana	Chief Office, PDOP	Member
16	An Darika	Chief Office, PDOC	Member
17	Dav Chanly	Vice Chief Office of PDLVT	Member
18	Aun Sinean	Vice Chief Office, PDRD	Member
19	Lang Sithaoun	Technical Staff of PDISTI	Member
20	Kan Sophun	Technical Staff of PDOP	Member
21	Chroeng Sothea	Technical Staff, PDAFF	Member

8. List of WEE Working Group Members in Kampong Cham Province

No	Name	Position	Role
WEE Working Group			
1	On Heng Leakhena	WCCC chair	Chair
2	Pang Dany	Deputy Governor	Deputy
3	Seang Van Leakhena	Director, PDWA	Permanent member
Technical Working Group/Secretariat			
1	Seang Van Leakhena	Director, PDWA	Chair
2	Dok Linda	Deputy Director, PDWA	Deputy
3	Cheng Heang	Director, PDLVT	Member
4	Ing Visoth	Director, PDRD	Member
5	Chheang Borin	Director, PDOC	Member
6	Sim Thavireak	Director, PDAFF	Member
7	Be Buntha	Director, PDOP	Member
8	You Sok Ann	Deputy Director, PDOP	Member
9	Pan Phallin	Deputy Director, PDRD	Member
10	Uy Sokna	Deputy Director, PDOC	Member
11	Pich Chanthy	Deputy Director, PDISTI	Member
12	Mao Vanthan	Chief Office, PDAFF	Member
13	Chi Kheng	Chief Office, PDWA	Member
14	Lorn Sophal	Vice Chief Office, PDAFF	Member
15	Heng Bo	Chief Office, PDISTI	Member
16	Im Pisey	Chief Office, PDOP	Member
17	Kun Socheat	Vice Chief Office, PDWA	Member
18	Theam Kimhour	Officer, PDWA	Member
19	Som Vuthy	Officer, PDLVT	Member
20	Huern Sreypov	Officer, PDISTI	Member
21	Bun Sokhom	Officer, PDWA	Member

9. List of Equipment

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Laptop	NB ASUS A411UA-EB211T	701	2018/12/6	PDWA (Kampong Chhnang)
2	Laptop	NB ASUS A442UQ-FA044T 3F Red	690	2019/7/29	PDWA (Siem Reap)
3	Laptop	NB ASUS VivoBook S ultrathin S530FN-BQ117T	859	2019/7/29	MOWA (Project office)
4	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Kampong Thom)
5	Laptop	NB ASUS X412FL-EB274T 8S-Transparent Silver	860	2020/6/30	PDWA (Thboung Khmum)
6	Projector	Sony EX450 VPL -EX450	505	2020/11/25	MOWA (Project Office)
7	Video conference system	Logitech Group for Video Conference (960-001054) FHD 2114LZ50H8J8	1,000	2021/7/7	MOWA (Project Office)

10. List of Office Equipment (Consumable)

No.	Description	Specification/Standard	Price (USD)	Date of Delivery	User
1	Cabinet	Double doors cabinet, Eagle	140	2019/2/15	Project Office (MoWA)
2	UPS	APC APC Smart-UPS C 1500VA LCD 230V	365	2019/3/27	Project Office (MoWA)
3	Air conditioner	Panasonic	240	2019/2/8	PDWA (Kampong Chhnang) *Disposed July 3, 2019 due to malfunction
4	Air conditioner	Panasonic	325	2019/6/10	PDWA (Kampong Chhnang)
5	Printer	HP LaserJet Pro M203	195	2019/7/16	PDWA (Siem Reap)
6	Office Cabinet (tall)	-	130	2019/7/16	PDWA (Siem Reap)
7	Office Cabinet (short)	-	110	2019/7/16	PDWA (Siem Reap)
8	Desk with drawer	-	125	2019/7/16	PDWA (Siem Reap)
9	Desk without drawer	-	75	2019/7/16	PDWA (Siem Reap)
10	Camera	Canon	359	2019/10/25	PDWA (Siem Reap)
11	Portable wifi	Smart@Home	36	2020/3/4	MOWA (Project Office)
12	Camera	Canon	329	2020/11/25	MOWA (Project Office)