

MINUTES OF MEETINGS BETWEEN
THE JAPANESE PREPARATORY STUDY TEAM AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE KINGDOM OF CAMBODIA
ON JAPANESE TECHNICAL COOPERATION
FOR
THE PROJECT OF GENDER MAINSTREAMING AND POLICY DEVELOPMENT
THROUGH UPGRADING INFORMATION AND RESEARCH CAPACITY

The Japanese Preparatory Study Team (hereinafter referred to as “the Team”) organized by the Japan International Cooperation Agency (hereinafter referred to as “JICA”), headed by Ms. Yoko SUZUKI visited the Kingdom of Cambodia from September 17 to October 18, 2002 for the purpose of preparatory study of the technical cooperation project concerning the Gender Mainstreaming and Policy Development through Upgrading Information and Research Capacity (hereinafter referred to as “the Project”).

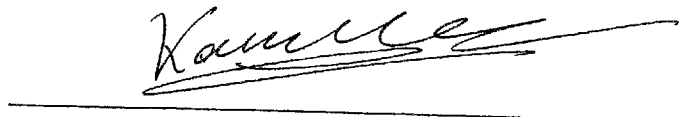
During its stay in Cambodia, the Team exchanged views and had a series of meetings with the Cambodia authorities concerned.

As a result of meetings, the both sides agreed upon the matters referred to in the documents attached hereto.

Phnom Penh, Kingdom of Cambodia, October 18, 2002



Ms. Yoko SUZUKI
Leader,
The Japanese Preparatory Study Team,
Japan International Cooperation Agency,
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H.E. ING KANTHA PHAVI
Secretary of State,
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The Kingdom of Cambodia

ANNEX I: The Project Design Matrix (PDM)

ANNEX II: The Plan of Operation (PO)

ANNEX III: The Joint Coordinating Committee of the Project

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Tentative Project Design Matrix (PDM)

Project title: Gender Mainstreaming & Policy Development through Upgrading Information and Research Capacity

Duration : 5 years

Project area: Cambodia

Target Group: Staff of the Ministry of Women's and Veterans' Affairs (MWVA)

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption
<p>【Super Goal】</p> <p>Gender equal and equitable society will be realized in the Royal Kingdom of Cambodia (RKC).</p>	<p>1. The score of GDI and GEM of RKC is improved.</p>	<p>1. UNDP's Human Development Report</p>	
<p>【Overall Goal】</p> <p>Gender mainstreaming, as one of the key factors to stabilize peace and development, will be promoted in the Royal Government of Cambodia (RGC).</p>	<p>1. Developed gender responsive policies and strategies, including SEDP III and "Neary Rattanak II"</p> <p>2. The portion of gender budget allocation and disbursement</p>	<p>1. SEDPIII, "Neary Rattanak II" and other sector strategies and policies</p> <p>2. PIP and the record of gender budget disbursement</p>	<p>1. RKC develops socially and economically.</p> <p>2. RKC maintains the peace.</p>
<p>【Project Purpose】</p> <p>Effective mechanism for gender mainstreaming will be established in the Royal Government of Cambodia through upgrading institutional capacity of MWVA.</p>	<p>1. Developed gender responsive policies in some line Ministries, which was authorized through the established mechanism</p> <p>2. The frequency of a CNCW's meeting to exchange opinions on gender mainstreaming among MWVA, line Ministries, and relevant organizations</p>	<p>1. The matrix to check the progress of recommended policies, written by the Planning and Statistics Dept. of MWVA</p> <p>2. CNCW's minutes of meetings</p>	<p>1. The RGC continues to support MWVA for promoting its gender mainstreaming policy</p>
<p>【Output】</p> <p>1. The Function of the Planning and Statistics Dept. of MWVA is strengthened by upgrading;</p> <p>① the capacity to create and maintain gender information pool and to design a research,</p> <p>② the capacity to analyze gender information and formulate gender responsive policy drafts,</p> <p>③ the capacity to coordinate and facilitate implementation of the formulated policies, and</p>	<p>1. The function of Planning and Statistics Dept.</p> <p>1) The number of collected gender information materials in cooperation with NIS, line Ministries, PDWVA, and line Provincial Depts.</p> <p>2) Computerized gender-disaggregated statistics and information by sector, age, province, etc.</p>	<p>1. The function of Planning and Statistics Dept.</p> <p>1) The Project's information list</p> <p>2) The Project's database</p> <p>3) The Project's gender profiles' list</p> <p>4) The Project's record on information updated</p>	<p>1. MWVA's policy for gender mainstreaming is not changed drastically.</p>

<p>④ the capacity to monitor and evaluate implementation of the formulated policies.</p> <p>2. Network is established among MWVA and the related organizations such as some line Ministries, Provincial Dept., NGOs and research institutes.</p>	<p>3) The number of developed and computerized gender profiles at national/provincial levels</p> <p>4) The frequency of updating data for gender information</p> <p>5) The number of developed and ordered research designs for collecting missing gender information</p> <p>6) The number of pilot projects implemented by PDWVA and the line Provincial Depts. in cooperation with NGOs.</p> <p>7) The frequency of qualified monitoring conducted</p> <p>8) The number of effective recommendations to feed back to policy revision and new policy formulation process, based on the evaluation conducted</p> <p>2. Network</p> <p>1) The number of CNCW's meetings conducted among MWVA, line Ministries, and the relevant organizations</p> <p>2) The frequency of Planning and Statistics Dept. and Policy Analysis Task Force (PATF) meetings on the Project's implementation</p>	<p>5) The Project's workshop reports and record of order sheets for researchs</p> <p>6) Implementing organizations' reports on pilot projects</p> <p>7) The Project's monitoring reports</p> <p>8) The Project's evaluation reports which include recommendations</p> <p>2. Network</p> <p>1) CNCW's minutes of meetings and participants' lists</p> <p>2) The minutes of Planning and Statistics Dept./PATF meetings</p>	
<p>【Activities】 0. Project Structure</p> <p>0.1. Establish Joint Coordinating Committee (ICC) and conduct ICC meetings</p> <p>1. Function of Planning and Statistics Dept.</p>	<p>【Input】 <u>Japanese side</u></p> <p>Expert</p> <ul style="list-style-type: none"> - Long term experts - Short term experts <p>C/P Training in Japan</p>	<p><u>Cambodian side</u></p> <p>Personnel</p> <ul style="list-style-type: none"> - Counterparts (C/P) <p>Facility</p> <p>Office space and facilities</p>	<p>1. Trained Planning and Statistics Dept. and PATF members continue to work.</p> <p>2. Cooperation among MWVA, line Ministries, line Provincial Depts., and</p>

<p>1.0.1 Formulate a Policy Analysis Task Force (PATF) on Economic Empowerment</p> <p>1.0.2. Assess the level of capacity of each member of Planning and Statistics Dept. and PATF, and prepare training plans</p> <p>1.0.3. Conduct an inception workshop on the Project and develop the understanding of Planning and Statistics Dept./PATF members and other stakeholders on the Project</p> <p>1.0.4. Train Planning and Statistics Dept. and PATF members on basic knowledge (gender information, research design, gender analysis, policy formulation, project design, the implementation of policies, monitoring/evaluation, and the implication of policies and laws)</p> <p>1.0.5. Evaluate the level of capacity of each member of Planning and Statistics Dept. and PATF after the training and prepare additional training, if necessary</p> <p><i>1.1. Capacity to create and maintain Gender Information Pool</i></p> <p>1.1.1 Collect existing gender information in cooperation with Planning and Statistics Dept. and PATF</p> <p>1.1.2. Conduct a workshop and categorize gender information for Planning and Statistics Dept. and PATF members</p> <p>1.1.3. Computerize collected gender information with assistance of NIS</p> <p>1.1.4. Conduct workshops and identify missing gender information at national / provincial levels for Planning and Statistics Dept. and PATF members</p> <p>1.1.5. Conduct workshops and design a research for missing gender information</p> <p>1.1.6. Order a research for missing gender information from a research institute</p> <p>1.1.7. Conduct workshops and develop national / provincial gender information profiles on economic empowerment</p> <p>1.1.8. Organize launching seminars to publicize the gender information profiles at national / provincial levels</p> <p>1.1.9. Update existing information and incorporate newly collected information into the computerized national / provincial gender information profiles</p>	<p>Equipment</p> <p>Necessary machinery and equipment for the Project activities that Cambodian side cannot procure.</p>	<p>necessary for the Japanese experts and C/P personnel as well as for the Project activities.</p> <p>Equipment and any other materials necessary for the implementation of the project.</p> <p>Operational cost sharing</p>	<p>NGOs is stable.</p> <p>【Precondition】</p> <p>Qualified C/P personnel are assigned.</p>
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<p>1.2. <i>Capacity to analyze gender information and formulate gender responsive policies</i></p> <p>1.2.1 Conduct workshops and formulate draft gender responsive policies</p> <p>1.2.2 Submit the draft policies to the management of MWVA to recommend CNCW / line Ministries for their adoption</p> <p>1.3 <i>Capacity to coordinate and facilitate implementation of the formulated policies</i></p> <p>1.3.1 Make an action plan on economic empowerment in line with the formulated policies in cooperation with Planning and Statistics Dept. and PATF</p> <p>1.3.2 Design pilot projects on economic empowerment, including indicators to implement the action plan</p> <p>1.3.3 Identify implementing organizations of each pilot project on economic empowerment</p> <p>1.3.4 Order the pilot projects' implementation on economic empowerment from the identified organizations.</p> <p>1.3.5 Coordinate and facilitate the implementing organizations to implement the pilot projects on economic empowerment</p> <p>1.4. <i>Capacity to monitor and evaluate the implementation of the formulated policies</i></p> <p>1.4.1. Develop a monitoring system on economic empowerment, including reporting formats, indicators, etc.</p> <p>1.4.2. Monitor the pilot projects on economic empowerment and feed back the results of monitoring to the implementation process</p> <p>1.4.3. Evaluate and feed back the results of evaluation on economic empowerment to the policy revision / new policy formulation process</p> <p>2. <i>Network</i></p>			
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<p>2.1. Promote CNCW members for gender sensitivity, such as conducting seminars</p> <p>2.2. Facilitate CNCW members to discuss gender mainstreaming issues</p> <p>2.3. Organize periodical meetings between Planning and Statistics Dept. and PATF to review the function of coordinating mechanism among stakeholders</p>			
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GDI: Gender Development Index

GEM: Gender Empowerment Measurement

PIP: Public Investment Plan

SEDPIII: The Third Socio-Economic Development Plan (2006-2010)

Neary Rattanak II: The Second Five Year Strategic Plan of MWVA (2004-2008) "Women Are Precious Gems"

CNCW: Cambodia National Council for Women

NIS: National Institute of Statistics, Ministry of Planning

PDWVA: Provincial Department of Women's and Veterans' Affairs



TKB

Tentative Plan of Action of Gender Mainstreaming & Policy Development through Upgrading Information and Research Capacity

Activities	Year 1				Year 2				Year 3				Year 4				Year 5				Responsible Persons in Project Team
	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	
0. <i>Project Structure</i>																					
0.1. Establish JCC(Joint Coordinating Committee) and conduct JCC meetings																					Project Director (PD) and JICA Expert on gender policy (Chief Advisor)
1. <i>Function of Planning and Statistics Dept.</i>																					
1.0.1. Formulate a Policy Analysis Task Force (PATF) on Economic Empowerment																					JCC members
1.0.2. Assess the level of capacity of each member of Planning and Statistics Dept. and PATF, and prepare training plans																					Project Manager (PM) and JICA Experts
1.0.3. Conduct an inception workshop on the Project and develop the understanding of Planning and Statistics Dept./PATF members and other stakeholders on the Project																					PD, PM, Director of Planning and Statistics Dept. and JICA Experts
1.0.4. Train Planning and Statistics Dept. and PATF members on basic knowledge (gender information, research design, gender analysis, policy formulation, project design, the implementation of policies, monitoring/evaluation and the implication of policies and laws)																					PM, Gender Team Leader and JICA Experts
1.0.5. Evaluate the level of capacity of each member of Planning and Statistics Dept. and PATF after the training, and prepare additional training, if necessary																					PM and JICA Experts

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1.1.	<i>Capacity to create and maintain gender information pool</i>											
1.1.1.	Collect existing gender information in cooperation with Planning and Statistics Dept. and PATF											Director of Planning and Statistics Dept. and JICA Expert
1.1.2.	Conduct a workshop and categorize gender information for Planning and Statistics Dept. and PATF members											Director of Planning and Statistics Dept. and JICA Expert
1.1.3.	Computerize collected gender information with assistance of National Institute of Statistics(NIS), Ministry of Planning											Director of Planning and Statistics Dept. and JICA Expert
1.1.4.	Conduct workshops and identify missing gender information at national / provincial levels for Planning and Statistics Dept. and PATF members											Director of Planning and Statistics Dept., Directors of PDWVA and JICA Expert
1.1.5.	Conduct workshops and design a research for missing gender information											Director of Planning and Statistics Dept. and JICA Expert
1.1.6.	Order a research for missing gender information from a research institute											Director of Planning and Statistics Dept. and JICA Expert
1.1.7.	Conduct workshops and develop national/provincial gender information profiles on economic empowerment											Director of Planning and Statistics Dept., Chief of Credit Office, Family Economy Dev. (FED), Dept., Directors of PDWVA and JICA Expert
1.1.8.	Organize launching seminars to publicize the gender information profiles at national / provincial levels											PM, Vice Chief, Library Office, Information Dept. and JICA Expert

1.1.9.	Update existing gender information and incorporate newly collected information into the computerized national / provincial gender information profiles		Director of Planning and Statistics Dept. and JICA Expert
1.2.	<i>Capacity to analyze gender information and formulate gender responsive policies</i>		
1.2.1.	Conduct workshops and formulate draft gender responsive policies		PD, PM, Gender Team Leader and JICA Experts
1.2.2.	Submit the draft policies to the management of MWVA to recommend CNCW / line Ministries for their adoption		PD, PM and JICA Experts
1.3.	<i>Capacity to coordinate and facilitate implementation of the formulated policies</i>		
1.3.1.	Make an action plan on economic empowerment in line with the formulated policies in cooperation with Planning and Statistics Dept. and PATF		PM, Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
1.3.2.	Design pilot projects on economic empowerment, including indicators to implement the action plan		PM, Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
1.3.3.	Identify implementing organizations of each pilot project		PM, Director of Planning & Statistics Dept., Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert

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1.3.4.	Order the pilot projects' implementation on economic empowerment from the identified organizations																			PM, Director of Planning & Statistics Dept., Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
1.3.5.	Coordinate and facilitate the implementing organizations to implement the pilot projects on economic empowerment																			PM, Director of Planning & Statistics Dept., Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
1.4.	<i>Capacity to monitor and evaluate the implementation of the formulated policies</i>																			
1.4.1.	Develop a monitoring system on economic empowerment, including reporting formats, indicators, etc.																			PM, Director of Planning and Statistics Dept., Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
1.4.2.	Monitor the pilot projects on economic empowerment and feed back the results of monitoring to the implementation process																			PM, Director of Planning and Statistics Dept., Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
1.4.3.	Evaluate and feed back the results of evaluation on economic empowerment to the policy revision/new policy formulation process																			PM, Director of Planning and Statistics Dept., Chief of Credit Office, FED Dept., Director of PDWVA and JICA Expert
2.	<i>Network</i>																			
2.1.	Promote CNCW members for gender sensitivity, such as conducting seminars																			PD, Gender Team Leader and JICA Expert(Chief Advisor)

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YB *MP*

2.2.	Facilitate CNCW members to discuss gender mainstreaming issues		PD, Gender Team Leader and JICA Expert (Chief Advisor)
2.3.	Organize periodical meetings between Planning and Statistics Dept. and PATF to review the function of coordinating mechanism among stakeholders		PM, Director of Planning and Statistics Dept. and JICA Expert (Chief Advisor)

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ANNEX III JOINT COORDINATING COMMITTEE (JCC) - Tentative

1. Function

The JCC will meet at least once a year and whenever the need arises. The function of the JCC is as follows:

- (1) To assign Policy Analysis Task Force members, recommended from the key line Ministries, i.e., Ministry of Education, Youth and Sports (MEYS), Ministry of Agriculture, Forestry and Fisheries (MAFF), National Institute of Statistics (NIS) Ministry of Planning, Provincial Department of Women's and Veterans' Affairs (PDWVA) and key line Provincial Departments,
- (2) To supervise the annual plan of the Project in line with the tentative Plan of Operation (PO) that will be formulated based on the Record of Discussion,
- (3) To review the overall progress of the Project and to evaluate the achievement of project objectives, and
- (4) To find out proper ways and means for the solution of major issues arising from or in connection with the Project.

2. Composition

(1) Chairperson: Project Director, Secretary of State, Ministry of Women's and Veterans' Affairs (MWVA).

(2) Members:

a) Cambodian side

- Project Manager, Under Secretary of State, MWVA
- Representatives from relevant Departments of MWVA
 - Deputy Director General, Technical Direction General, MWVA
 - Director, Department of Planning and Statistics, MWVA
- Representatives from line Ministries
 - Ministry of Education, Youth and Sports
 - Ministry of Agriculture, Forestry and Fisheries
 - Ministry of Planning
 - Ministry of Economic and Finance
 - Ministry of Foreign Affairs
 - Council for Development of Cambodia
- Representatives from NGOs

b) Japanese side

- Chief Advisor of the Japanese Expert Team
- Resident Representative of JICA Cambodia Office
- Concerned personnel dispatched by JICA, if necessary

Note: Official(s) of the Embassy of Japan may attend the Joint Coordinating Committee meeting as observer(s). The Chair can request the attendance of official(s), if necessary.

ANNEX IV

Tentative Counterpart List

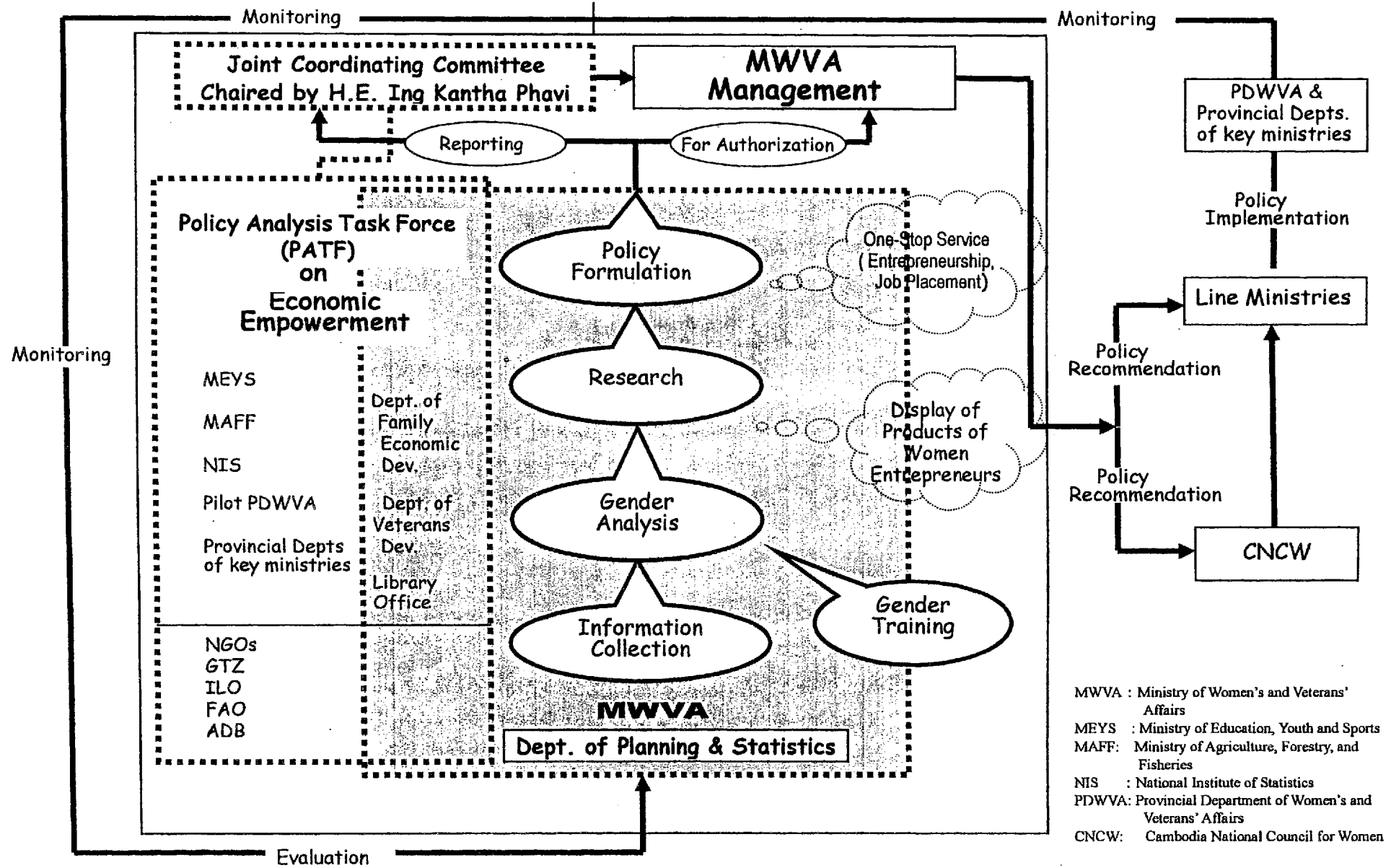
**Project on Gender Mainstreaming and Policy Development
Through
Upgrading Information and Research Capacity**

No.	Role in Project	Position	Name	*
1	Project Director	Secretary of State	H.E. Ing Kantha Phavi	P
2	Project Manager	Under Secretary of State	H.E. Keth Sam Ath	P
3	Information/Research and Policy Formulation	Director, Dept. of Planning & Stats.	Ms. Chhoy Kim Sor	P
4		Chief, Office of Stats. & Women Studies, Dept. of Planning & Stats.	Ms. Mao Vantha	F
5		Staff, Office of Stats. & Women Studies, Dept. of Planning & Stats.	Ms. Touch Sarady	F
6		Chief, Office of Public Investment Program, Dept. of Planning & Stats.	Ms. Reach Bounara	F
7	Gender Training	Deputy Director General, Technical Direction General	Ms. Sok Chan Chhorvy	P
8	Economic Empowerment	Director, Dept. of Family Economic Development	Ms. Ma Vanny	P
9		Chief, Office of Credit, Dept. of Family Economic Development	Ms. Te Vouchlim	P
10		Chief, Office of Small Business, Dept. of Family Economic Development	Ms. Pen Yutteka	F
11		Vice Chief, Office of Vocational Training, Dept. of Veterans Development	Mr. Va Chanthet	F
12	Library	Vice Chief, Library Office, Dept. of Information	Ms. Lach Sopheak Ratha	F

* F: Full-time

P: Part-time

Concept Map of Project on Gender Mainstreaming & Policy Development through Upgrading Information and Research Capacity



- MWVA : Ministry of Women's and Veterans' Affairs
- MEYS : Ministry of Education, Youth and Sports
- MAFF: Ministry of Agriculture, Forestry, and Fisheries
- NIS : National Institute of Statistics
- PDWVA: Provincial Department of Women's and Veterans' Affairs
- CNCW: Cambodia National Council for Women

GA JRP

Tentative Master Plan

Project on Gender Mainstreaming and Policy Development through Upgrading Information and Research Capacity

1. Background



Over the past 25 years, Cambodian people have suffered from serious strife inside the country. As a result, women occupy 52% of the whole population and 60 % of the population over 25 years old. Although women have played an important role in the rehabilitation and socio-economic development of the country, their social and economic status is still lower than men's, and actually they face more difficulties in terms of health, education and job opportunities. With this situation, most of female-headed households are categorized as a poorer household. The unequal situation between women and men has hindered the advance of human-oriented development. Therefore, the promotion of gender equity would be an engine for accelerating social equity, which is the pre-condition of building and maintaining peace in the country.

Women occupy 53% of economic-active labors, and the labor participation rate of women over 25 and below 54 years old is more than 80 %. Although 80% of female laborers are engaged in agriculture, they have been rarely targeted in the agricultural development programs such as training, agricultural extension and micro credit programs. This is one of the factors of feminization of poverty in rural areas. In urban areas, young women can be engaged in the textile industry, but most of women work in informal sector. The job opportunities in other fields for women are very limited.

To tackle those problems, the Royal Government of Cambodia (RGC) ratified Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) in 1992, and enacted the National Constitution including gender equality in 1993. The Second Socio-economic Development Plan 2002-2005 (SEDP II) takes up the strategy of reducing gender-based poverty and the policy of gender mainstreaming, and the Interim Poverty Reduction Strategy Paper (I-PRSP) publicized in 2000 indicates that women/girls are to be one of the target groups for reducing poverty.

The Ministry of Women's and Veteran's Affairs (MWVA) was newly set up after the General Election of 1998, and the Council of National Cambodian Women (CNCW) was also set up in 2000. The MWVA, as a center of Cambodia's national machinery, made an action plan in line with the Beijing Platform which was decided in the 4th World Conference on Women, held in 1995 in Beijing, China. The MWVA also made its Five Years Strategic Plan 1999 – 2003, "Neary Rattanak" (Women are Precious Gems), which focuses on four promised issues, namely health, education, economic empowerment and legal protection, as well as gender mainstreaming (formulating gender responsive policies and developing the mechanism/framework) as a main strategy to achieve gender equality. However, this is the fact that the capacity of the MWVA in formulation policies and coordinating line ministries is not high enough, in spite of having experiences in fields as an implementing organization.

In the JICA's Basic Cooperation Policy for the Kingdom of Cambodia, the Cooperation Program of

Gender Mainstreaming to improve the socio-economic status of women takes an important position in the area of good governance. In response to a request from the MWVA, the Government of Japan (GOJ) has dispatched preparatory study teams to RKC several times with the purpose of gender mainstreaming project formation.

2. OVERALL GOAL:

Gender mainstreaming, as one of the key factors to stabilize peace and development, will be promoted in the Royal Government of Cambodia.

3. PROJECT PURPOSE:

Effective mechanism for gender mainstreaming will be established in the Royal Government of Cambodia through upgrading institutional capacity of the MWVA.

4. OUTPUTS

1) The function of the Planning and Statistics Dept. of the MWVA is strengthened by upgrading;

- ① the capacity to create and maintain gender information pool and to design a research,
- ② the capacity to analyze gender information and formulate gender responsive policy drafts,
- ③ the capacity to coordinate and facilitate implementation of the formulated policies, and
- ④ the capacity to monitor and evaluate implementation of formulated policies.

2) Network is established among MWVA and the related organizations such as some line ministries, provincial departments, NGOs and research institutes.

5. ACTIVITIES

5.0. Project Structure

5.0.1. Establish JCC (Joint Coordinating Committee) and conduct JCC meetings

5.1. Function of Planning and Statistics Dept.

5.1.0.1 Formulate a Policy Analysis Task Force (PATF) on Economic Empowerment

5.1.0.2. Assess the level of capacity of each member of Planning and Statistics Dept. and PATF, and prepare training plans

5.1.0.3. Conduct an inception workshop on the Project and develop the understanding of Planning and Statistics Dept./PATF members and other stakeholders on the Project

5.1.0.4. Train Planning and Statistics Dept. and PATF members on basic knowledge (gender information, research design, gender analysis, policy formulation, project design, the implementation of policies, monitoring/evaluation, and the implication of policies and laws)

5.1.0.5. Evaluate the level of capacity of each member of Planning and Statistics Dept. and PATF after the training and prepare additional training, if necessary

5.1.1. Capacity to create and maintain Gender Information Pool

5.1.1.1 Collect existing gender information in cooperation with Planning and Statistics Dept. and PATF

5.1.1.2. Conduct a workshop and categorize gender information for Planning and Statistics Dept. and PATF members



- 5.1.1.3. Computerize collected gender information with assistance of NIS
- 5.1.1.4. Conduct workshops and identify missing gender information at national / provincial levels for Planning and Statistics Dept. and PATF members
- 5.1.1.5. Conduct workshops and design a research for missing gender information
- 5.1.1.6. Order a research for missing gender information from a research institute
- 5.1.1.7. Conduct workshops and develop national / provincial gender information profiles on economic empowerment
- 5.1.1.8. Organize launching seminars to publicize the gender information profiles at national / provincial levels
- 5.1.1.9. Update existing information and incorporate newly collected information into the computerized national / provincial gender information profiles

- 5.1.2. Capacity to analyze gender information and formulate gender responsive policies
 - 5.1.2.1 Conduct workshops and formulate draft gender responsive policies
 - 5.1.2.2 Submit the draft policies to the management of MWVA to recommend CNCW / line ministries for their adoption

- 5.1.3 Capacity to coordinate and facilitate the implementation of the formulated policies
 - 5.1.3.1 Make an action plan on economic empowerment in line with the formulated policies in cooperation with Planning and Statistics Dept. and PATF
 - 5.1.3.2 Design pilot projects on economic empowerment, including indicators to implement the action plan
 - 5.1.3.3 Identify implementing organizations of each pilot project on economic empowerment
 - 5.1.3.4 Order the pilot projects' implementation on economic empowerment from the identified organizations.
 - 5.1.3.5 Coordinate and facilitate the implementing organizations to implement the pilot projects on economic empowerment



- 5.1.4. Capacity to monitor and evaluate the implementation of gender responsive policies
 - 5.1.4.1. Develop a monitoring system on economic empowerment, including reporting formats, indicators, etc.
 - 5.1.4.2. Monitor the pilot projects on economic empowerment and feed back the results of monitoring to the implementation process
 - 5.1.4.3. Evaluate and feed back the results of evaluation on economic empowerment to the policy revision / new policy formulation process

- 5.2. Network
 - 5.2.1. Promote CNCW members for gender sensitivity, such as conducting seminars
 - 5.2.2. Facilitate CNCW members to discuss gender mainstreaming issues
 - 5.2.3. Organize periodical meetings between Planning and Statistics Dept. and PATF to review the function of coordinating mechanism among stakeholders

6. INPUTS

Cambodian side:

- 1) Counterpart; 12 counterpart personnel
- 2) Office space and facilities necessary for the Japanese Experts and C/P personnel as well as for the Project activities.
- 3) Equipment such as air conditioner, telephone line of Japanese experts' office

Japanese side:

- 1) Long-term experts:
 - 2) Short-term experts; computerized gender information management, research design on economic empowerment, gender responsive policy formulation, participatory project design, monitoring/evaluation system, entrepreneurship development, market research, wrapping, food processing, handicraft etc.
 - 3) Counterpart training in Japan; counterpart personnel
 - 4) Technical Exchange Study Mission; counterpart personnel
 - 5) Operational cost: communications, interpreters, etc.
 - 6) Equipment; vehicle, computers, printers, copy machine, projector, screen, AV equipment, digital camera, books and materials, etc.
7. PROJECT DURATION: 2003 – 2008 (five years)
8. EXECUTING AGENCY: Ministry of Women's and Veterans' Affairs (MWVA)

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