

QUANG NGAI RURAL DEVELOPMENT PROGRAM (RUDEP) - PHASE 2

Gender Specialist Report:

- Gender Action Plan 2006 and draft Gender Action Plan 2007



VIETNAM-AUSTRALIA

Prepared for

AusAID

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INDEX

| | |
|--|------------|
| Acronyms | iii |
| 1 SUMMARY INTRODUCTION OF WORKSHOP | 2 |
| 1.1 Targets | 2 |
| 1.2 Workshop programs..... | 2 |
| 1.3 Procedure | 3 |
| 2 WORKSHOP RESULTS | 4 |
| 2.1 Number of attendants : | 4 |
| 2.2 Quality : | 4 |
| 3 ADVISER’S COMMENTS | 12 |
| 3.1 Activities done and their impacts in implementing gender-support plan 2006 | 12 |
| 3.2 Gender policy in Vietnam | 12 |
| 3.3 Strong points, shortcomings, opportunities and challenges in building socio-economic plan and solutions | 13 |
| 3.4 Building gender-support plan 2007 | 14 |

ANNEXES

Annex 1: List Of Attendants Of Review Gender Action Plan 2006

Annex 2: Guidelines - Organising Activities For District CFAW

Annex 3: Guidelines - Organising Activities For Commune/Ward CFAW

Annex 4: RUDEP Plan For Gender Support In 2007

Acronyms

| | |
|-------|---|
| CFAW | Committee for the advancement of women |
| WU | Women's union |
| AP | Action plan |
| PC | People's council |
| NCFAW | National committee for the advancement of women |

1 SUMMARY INTRODUCTION OF WORKSHOP

1.1 Targets

These are the targets of the workshop :

1. Attendants learn of the gained results in the implementation of gender-support plan 2006 and together build the gender-support plan 2007
2. Master of gender policy in Vietnam; functions and duties of district and commune CFAW
3. Identify the strong points, shortcomings, opportunities and challenges in implementing AFAW locally
4. Master of basic steps to integrate gender into our job; practise building gender plan 2007

Objectives:

- Members of provincial CFAW
- Leaders of district CFAW
- Standing cadres of district CFAW

1.2 Workshop programs

| Time | Content | In charge |
|--------------|---|--|
| 8:00 – 8: 30 | Introduction of attendants, target of workshop and procedure | CFAW Adviser |
| 8:30 – 8: 50 | Report on gender-support plan 2006 | Mr. Trần Văn Ân – Deputy of standing committee of CFAW |
| 8:50 –9:10 | Discussion on activities done and their impacts in the implementation of gender-support plan 2006 | Group discuss with adviser’s assistance |
| 9:10 – 9: 30 | Discussion on gender policy of Vietnam | Group discuss with adviser’s assistance |
| 9:30 – 9:45 | Break | |
| 9:45 – 10:00 | Gender issues in Vietnam | Adviser |
| 10:00 -11:00 | Discussion on functions and duties of district and commune CFAW | Group discuss with adviser’s assistance |
| 11:00-11:30 | Functions and duties of district and commune CFAW | Adviser |

| | | |
|---------------|---|---|
| 11:30-13:30 | Lunch | |
| 13:30 – 14:30 | Building plan under gender viewpoint | Adviser |
| 14:30 –15:30 | SWOT analyzing in implementing AFAW locally | Group discuss with adviser’s assistance |
| 15:30-16 :00 | Break | |
| 16:00-16:30 | Sharing experience in building gender responsibility plan locally | Group discuss with adviser’s assistance |
| 16:30 –17:00 | Workshop closing | RUDEP +CFAW |

1.3 Procedure

Attendants were divided into 3 groups

1. Provincial and district CFAW members
2. District CFAW leaders.
3. District CFAW standing cadres

We request the groups to discuss and report upon these questions:

1. The impacts of 2006 AP implementation
2. What are the viewpoints and working methods of CFAW formerly til nowadays?
3. Strong points, shortcomings, opportunities and challenges in building and implementing AFAW at each unit
4. Specify the advantages and issues in building gender responsibility plan in poverty reduction programs.

2 WORKSHOP RESULTS

Time : 27/4/2007

Location: Hall at Hung Vuong Hotel, Quang Ngai city

2.1 Number of attendants :

27 attendants

Components : Provincial, district CFAW and RUDEP cadres

- Provincial CFAW members : 6 people
- District CFAW members : 19 people
- Others : 2 people

2.2 Quality :

The workshop basically met the proposed targets

TARGET 1 : *Attendants learn of gained results in implementing gender AP 2006 and together build a Gender AP for 2007*

This target was presented at the workshop by Mr. Tran Van An, Vice director of DPI- Deputy of CFAW and was seriously paid attention by attendants.

Attendants were divided into 3 groups to discuss on *activities done and their impacts in implementing gender AP 2006*

Below are the discussion of these groups :

Group 1 : 9 members (list attached)

Activities done :

1. Holding workshop on challenges in integrating Gender issues in poverty reduction
2. Holding gender TOT and skills in gender propaganda and mobilization
3. Holding 1 practical day for trainers before they go train for district cadres.
4. Holding 11 Gender knowledge trainings for members of Commune CFAW
5. Holding 6 trainings for 60 delegates from DPC and 75 delegates from CPC

Impacts :

1. Enhance the awareness of all units and levels of the activities of CFAW
2. Enhance gender knowledge and gender equity for members of CFAW
3. Raise the role and position of female labor and intensify women's involvement in PC.

Group 2 : 8 members { list attached }

Activities done and their impacts :

1. Holding workshop on challenges in integrating Gender issues in poverty reduction programs.

-
2. Holding Gender TOT and skills in Gender propaganda and mobilization
 - Enhance trainers' skills in gender propaganda for the community, leading, communicating and managing skills...
 - Enhance trainers' knowledge of building AP for propagandizing action for the Advancement of women
 - Key gender cadres capable to organize and conduct gender knowledge training locally.
 3. Holding 01 practical days for trainers before they go to train district cadres
 4. Helping trainers to know better of gender knowledge and basic propaganda skills before conducting training locally.
 5. Holding 11 trainings of gender knowledge for members of Commune CFAW
 - Help district and commune CFAW members to learn the basic knowledge of gender and gender equity so they can apply in AFAW locally.
 6. Holding 6 trainings for 80 district PC delegates and 75 commune PC delegates.
 - Improve skills of answering interview questions and leading skill of female district PC cadres, thence improve the positions of district and commune female cadres in PC activities of all levels.

Group 3: 8 members (list attached)

Activities done :

1. Holding workshop on challenges in integrating Gender issues in poverty reduction programs.
2. Holding Gender TOT and skills in Gender propaganda and mobilization
3. Holding 01 practical days for trainers before they go to train district cadres
4. Holding 11 trainings of gender knowledge for members of Commune CFAW
5. Holding 6 trainings for 80 district PC delegates and 75 commune PC delegates.
6. Holding study tours to southern provinces (Tra Vinh and Soc Trang) for leaders and cadres of provincial and district CFAW April 2007

Impacts :

4. Enhance the awareness of all units and levels of the activities of CFAW
5. Enhance gender knowledge and gender equity for members of CFAW
6. Raise the role and position of female labors and intensify women's involvement in PC.

TARGET 2 : Master of gender policy of Vietnam and the Roles and duties of district and commune CFAW.

Gender policy of Vietnam

This target was conducted by group discussion. Attendants would write onto pieces of color paper regulations of gender policy of Vietnam that they know of.

Attendants opinions::

Gender policy of Vietnam are concretized in guidelines, policies, laws and resolutions of the Party and Government

1. Instructions and resolutions of the Party and Government

- Resolution # 04 of the Polit-Bureau on women activities in the new situation
- Resolution by the 10th Party Congress
- Decree # 19 of the Government
- Instruction # 37 by Secretariat of the CPV central Committee on women activities

2. Laws :

- Law of labour
- Law of marriage and family
- Law of gender equity

3. Policies:

- Gender policy in poverty reduction
- Job-creating for women policy
- Policy on reproductive health care and family planning
- Illiteracy elimination for rural women policy
- Malnourish prevention for rural children under 5
- Assisting program for women to develop small and average enterprises
- Job-training for women policy

4. Strategy:

- National strategy for the AW stage 2001 -2010
- AP for the AW stage 2001 -2005 and 2006-2010

In this target, attendants were provided with the following information:

- Commitment to execute CEDAW
- In the constitution
- In the system of laws and policies of the Government
- In the resolutions and guideline of the Party

Viz:

- AP for the AW till 2000
- National strategy for the AW from 2001 -2010

This strategy has been integrated into the development plan of each unit and level.

The national target poverty reduction program has integrated training content of '**Gender in poverty reduction project**' into the common training hoping that Gender issues will be integrated into all projects belonging to the program and other relevant socio-economic projects in the most active and useful way for both poor men and women in the whole country.

However, gender-unequity still exists in many fields.

Women:

- Ø Work a lot, receive little
- Ø Possess very little fortune

- Ø Low education level
- Ø Low income, high risk of unemployment
- Ø Seldom on the leading positions
- Ø Unsafe lives

Why do women always have to suffer?

n *The differences*

- Ø In labor division
- Ø In approaching and controlling of resources and profits
- Ø in meeting gender’s needs
- Ø In decision –making

Conclusion:

- o Vietnam has gained significant achievements of gender equity
- o Gender equity is not only the driving but also the impulsing force to the economy
- o The Party and Government always strive for justice, civilization and gender equity
- o Economic innovation and international integration have brought forth new opportunities and new challenges
- o *AP for gender equity promotion needs to maximize the opportunities and overcome the challenges*

Functions and duties of district and commune CFAW

In this target, attendants together with advisers built an instruction on functions and duties of district and commune CFAW.

Target 3 : *Identify strong points, shortcomings, opportunities and challenges in implementing AP for the AW locally*

This target was reflected through groups discussion. Attendants were divided into 3 casual groups as followed:

Group 1 : Districts of Mộ Đức, Minh Long, Tây Trà, Nghĩa Hành, Bình Sơn and Đức Phổ; Provincial WU and Trà Bồng DDO

Group 2 : Districts of Tây Trà, Bình Sơn, Sơn Tây, Sơn Tịnh, Ba Tơ and Justice Department

Group 3 : Districts of Ba Tơ, Lý Sơn, Sơn Hà, Sơn Tây, Tư nghĩa, Mộ Đức and Trà Bồng

Content of discussion: *SWOT analyzing in implementing AP for the AW locally*

Group 1 :

| Strong points | Shortcomings |
|---|---|
| - Government’s guideline | - Members of CFAW are not working comprehensively |
| - National strategy | - Proper attention are not paid to action of CFAW |
| - Law of gender equity | - Fund for CFAW activities is limited |
| - CFAW of all levels to facilitate actions of gender propaganda and mobilization. | - Measures to conduct AP are not specified |

| | |
|--|--|
| | <ul style="list-style-type: none"> - Gender norm has not been integrated into socio-economic plan of locality and projects. |
| <p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> - Vietnam has joined WTO and ASEAN - There are many domestic-invested and foreign-invested projects - Many developed economic and industrial zones - The economy, culture and society of Vietnam, of the province and locality is developing - Many guidelines and policies on gender and gender equity. | <p style="text-align: center;">Challenges</p> <ul style="list-style-type: none"> - Gender awareness is limited - The structure is not fully organized, regulations and capacity are limited - Fund for CFAW cannot meet the demands - Women education level is limited - Proper investment has not been paid to actions for the AW |

Group 2 :

| | |
|---|--|
| <p style="text-align: center;">Strong points</p> <ul style="list-style-type: none"> - Guidelines, policies and fairly sufficient instructions for action for the AW - Actions for the AW are concerned by a number of cadres - Gender awareness of part of the society is improved. - A number of women has affirmed their roles in many fields. - There is a structure system of CFAW from Central to locality | <p style="text-align: center;">Shortcomings</p> <ul style="list-style-type: none"> - Implementaion of policies and guidelines is not comprehensive - Awareness of gender cadres is still limited - Grassroot CFAW is not working regularly therefore the result is not good - Fund for action for the AW does not have a specific structure - Ogarnizing strucure is not suitable. |
| <p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> - Gender is a very hot international issue - Women can get involved equally in all fields. - The concern and support from international orgizations including RUDEP. | <p style="text-align: center;">Challenges</p> <ul style="list-style-type: none"> - Gender prejudice in the society - Each woman has to affirm her role in the society. |

Group 3 :

| | |
|---|---|
| <p style="text-align: center;">Strong points</p> <ul style="list-style-type: none"> - Guidelines, policies and fairly sufficient instructions for action for the AW - Actions for the AW are concerned by a number of cadres | <p style="text-align: center;">Shortcomings</p> <ul style="list-style-type: none"> - Implementaion of policies and guidelines is not comprehensive with monitoring - Awareness of gender cadres is still limited |
|---|---|

| | |
|---|--|
| <ul style="list-style-type: none"> - Gender awareness of part of the society is improved. - A number of women has affirmed their role in many fields. - There is a structure system of CFAW from Central to locality | <ul style="list-style-type: none"> - Grass root CFAW is not working regularly therefore the result is not high - Fund for action for the AW does not have a specific structure - Organizing structure is not suitable |
| <p>Opportunities</p> <ul style="list-style-type: none"> - Women can get involved equally in all fields. - The concern and support from international organizations including RUDEP. | <p>Challenges</p> <ul style="list-style-type: none"> - Male chauvinism still exists in the society - Women still have the inferiority complex and feel content with their lot |

Target 4 : *Master of basic steps to integrate into our job, practise building AP 2007*

In this target, attendants was presented by advisers the gender integration approaching method, building AP under the gender viewpoint. Attendants has applied learnt knowledge and actual experience to build a AP under Gender viewpoint for 2007

Attendants were divided into 3 groups

Group 1 : comprising of : Mộ Đức, Minh Long, Tây Trà, Nghĩa Hành, Bình Sơn , Đức Phổ districts, Provincial WU and Trà Bồng DDO

Group 2 : Comprising of : Tây Trà, Bình Sơn, Sơn Tây, Sơn Tịnh, Ba Tơ districts and Justice Department

Group 3 : comprising of Ba Tơ, Lý Sơn, Sơn Hà, Sơn Tây, Tư nghĩa, Mộ Đức, Trà Bồng districts

Below are the feed back of the groups :

Group 1 : Gender-support plan 2007

Targets:

- Enhance awareness for key cadres
- Enhance gender awareness for members of CFAW, focus on cummune level
- Enhance gender awareness for the community
- Conduct training on Action for AW for all levels

Objectives :

- Key cadres of all levels
- Cadres of all levels
- People in the community

Opportunities:

- The support of RUDEP
- AP for the AW to 2010 for all levels

-
- The concern and care of Committee of the Party and government institutions of all levels
 - Socio-economic development.

Challenges :

- Gender awareness is still limited
- The structure is not fully organized, regulations and capacity are limited
- There is still confusedness in the activities for the AW, no specific regulation
- Fund for CFAW cannot meet the demands

Activities:

- Gender knowledge training
 - 01 training for the provincial CFAW
 - 01 training for district CFAW
 - 30 trainings for commune CFAW
- 35 trainings for members of commune CFAW on performing of CFAW's roles and duties.
- Holding 15 gender knowledge contest (14 district and city contests, 1 provincial contest).

In charge:

- CFAW of all levels
- Trained Gender trainers

Group 2 : Gender support plan 2007

Target:

- Continue to enhance Gender awareness for key cadres of all levels

Objectives :

- Key cadres in the political system of all levels
- Cadres of all levels
- People in the community

Opportunities:

- Awareness of gender equity of cadres and the people are raised

Challenges:

- Awareness of CFAW cadres is not identical affecting the proposed action.

Activities:

- Continue to train for leaders and members of CFAW of all levels
- Hold workshop and study tour for experience exchange
- Hold contest in many forms

In charge:

- DPI; district and commune PC (CFAW)

Group 3 : Gender support plan 2007

Targets:

- Enhance awareness for key cadres
- Enhance gender awareness for members of CFAW, focus on commune level
- Enhance gender awareness for the community

Objectives :

- Key leaders of all levels comprising of secretay, standing cadres of Provincial and District Committee of the Party, Chairmen of Provincial and Disrtcict People Committee and People’s Council
- Members of CFAW of all levels
- People in the community

Opportunities:

- The support of RUDEP
- AP for the AW to 2010 for all levels
- The concern and care of Committee of the Party and government institutions of all levels
- Socio-economic development.

Challenges:

- Gender awareness is still limited
- The structure is not fully organized, regulations and capacity are limited
- There is still confusedness in the activities for the AW, no specific regulation
- Fund for action of CFAW cannot meet the demands.

Activities

- Gender knowledge training
 - 01 training for the provincial CFAW
 - 01 training for district CFAW
 - 30 trainings for commune CFAW

- 35 trainings for members of commune CFAW on performing of CFAW’s roles and duties.
- Holding 15 gender knowledge contest (14 district and city contests, 1 provincial contest)

In charge:

- CFAW of all levels
- Trained gender trainers

3 ADVISER'S COMMENTS

3.1 Activities done and their impacts in implementing gender-support plan 2006

- Gender-support plan 2006 of RUDEP has enabled CFAW of all levels to conduct many activities like training, workshop and study tours... and improve the role and position of CFAW at the locality. Thence, they step-by-step improve their gender awareness and signs of changed behavior are showing initially. For example in Mo Duc district Mộ Đức, CFAW has intervened in the female cadres' scheming activity of the educating system and gained the proposed norm in the AP of the district
- The training of gender trainers for districts has provided a team of local gender trainers making the training at locality favorable.
- The issuing of bulletin has enabled leaders, members of CFAW and the people to know better of action for the AW and gender policy of Vietnam helping shorten the gender gap in the community.
- Organizing study tours to southern provinces (Tra Vinh and Soc Trang) for leaders and members of provincial and district CFAW in April 2004 has enabled the delegates to exchange experience and learn many lessons for the action for the AW for the coming time.

3.2 Gender policy in Vietnam

In the feedback of the 2 groups, their most common points are:

Gender policy of Vietnam is integrated into guideline, policy and law of the Party and Government

- But proper interest has not been paid to the application especially in fields of training and promoting female cadres to leading and decision-making position.
- Lack of the supervising and monitoring of authority in executing gender strategy

Therefore,

- It is urgent to continue to raise gender awareness of leaders of all levels and the people. Organizing workshops, trainings, club activities at villages is the best way to propagandize; mobilize and promote gender equity for each unit each level, each leader and each member to recognize action for the AW is half of their job and action for the AW is their unit action .
- Training of origin cadres team in AFAW (*provincial cadres, district concurrent cadres*) who are enthusiastic, expert, skillful in community

propaganda and capable to consult for the leaders of CFAW, they are the connecting bridge in AFAW from locality to province to Central

- Funding according to Circular # 04/2005/TT-BTC dated 10/01/2005 should be provided to build estimate budget for AFAW
- It is noticed that the funding is to serve the activities so CFAW that ia working well and efectively will be funded as the activities demand.

3.3 Strong points, shortcomings, opportunities and challenges in building socio-economic plan and solutions

In the feed back by the groups, their most common points are:

- The strongest point is that gender policy has been integrated into the system of law, resolution, and instruction of the Party and Government. So the execution of gender integration is very basic and favorable.
- The shortcomings are: the deploying of gender policy is not comprehensive; awareness of gender cadres is limited so the gender integration into the local economic development plan is not paid proper interest; grassroot CFAW is not working regularly resulting in not-high effects; fund for AFAW does not have any specific structure
- The best opportunities are: there are many domestic-invested and foreign-invested projects in the province; many developed economic and industrial zones; developing economy, culture and society of Vietnam, of the province and locality; the support of RUDEP
- The biggest challenges is to overcome the gender prejudice in the community. Education level and specialized skill of women are still low and can not meet the requirement of the society.

So the below solutions should be applied to uphold the strong points and opportunities and overcome the shortcomings and challenges:

- ***Leaders***

Raise gender awareness advancing to behavior change so they will gradually pay more interest to gender equity: from the attitude of self-defence, unready, unopened to new proposals relating to gender issues to the flinch attitude, unwillingly accepted, tending to find solutions to eliminate gender unequity but not necessary changing the reality then they will reach out to gender responsibility with a caring attitude toward gender image; make it possible for gender cadres to work and pay more attention to forming and executing gender policy.

This can happen by the impacts of gender policy and guideline from the Central to locality through training and workshop.

- ***Key gender cadres***

Being cared and trained and applying of learnt knowledge into local training have improved their position in leaders' eyes making them more determined to execute strategy of propaganda and mobilization and make good use of all opportunities to promote gender equity.

This can happen if leaders' attitude changed and they, themselves can get their capacity improved, able to access and control of resources and benefit through (incomplete writing)

- ***Fund***

From the status of no fund for the activities, with the influence from the Government, Fund is provided step-by-step according to Circular of Ministry of Finance. The more important thing is that the effective activities will be funded not only by the state budget but also by other NGOs.

- ***Focus***

On the building of analysing, defining, supervising and appraising system of : regulations of knowledge improvement, responsibilities to explain and encourage initiatives of gender equity , expand the network of AFAW to the people.

3.4 Building gender-support plan 2007

In the feed back of the groups, their most common points are:

- Gradually train specialized cadres for AFAW
- Widely propagandize in the community

This can happen through workshops, contests... by integrating contents of gender propaganda and mobilization into club activities at the community.

ANNEX 1

LIST OF ATTENDANTS OF REVIEW GENDER ACTION PLAN 2006

| No | Name | Position- unit |
|-----------|------------------------|---|
| I | Provincial CFAW | |
| 1 | Trần Văn Ân | Head of QN provincial CFAW |
| 2 | Trương Thị Bích Chi | Specialist of QN provincial CFAW |
| 3 | Phạm Thị Thu Trang | Vice chairwoman of Quang Ngai WU |
| 4 | Đông Thị Hữu | Specialist of Quang Ngai Justice department |
| 5 | Trần Thị Cẩm Tú | Specialist of Quang Ngai Justice department |
| 6 | Phạm Thị Hiệp | DDO |
| II | District CFAW | |
| 1 | Nguyễn Thị Thúy | Vice chairwoman of Binh Son WU |
| 2 | Phan Thanh Hữu | Binh Son office worker |
| 3 | Dương Phương Anh | Vice office administration of Sơn Tịnh district |
| 4 | Đình Văn Néo | Vice chairman of Ba Tơ district |
| 5 | Bùi Thị Lương | Mộ Đức WU |
| 6 | Ngô Thị Đường | Chairwoman of Duc Pho WU |
| 7 | Hồ Thị Hưng | Chairwoman of Tây Trà WU |
| 8 | Trương Thị Đa | Deputy of Tây Trà Inspectors |
| 9 | Lữ Đình phô | Vice chairman of Nghĩa Hành PC |
| 10 | Phạm Thị Ngọc Vân | Deputy of Sơn Tây Finance and planning division |
| 11 | Đình Thị Hoa Vinh | Vice chairwoman of Minh Long district |
| 12 | Nguyễn Thị Xuân Thương | Vice chairwoman of QN WU |
| 13 | Nguyễn Thị Thìn | Chairwoman of Ba Tơ WU |

| | | |
|------------|------------------------|------------------------------|
| 14 | Võ Thị Phi | Vice chairwoman of Lý Sơn WU |
| 15 | Đinh Văn Ái | Vice chairman of Sơn Hà PC |
| 16 | Đinh Thị Kim Chung | Sơn Tây WU vice chairwoman |
| 17 | Phạm Thị Nhân | Tư Nghĩa WU chair woman |
| 18 | Nguyễn Thị Xuân | Mộ Đức WU chair woman |
| 19 | Đinh Thị Hương | UVTV Hội LHPN huyện Trà Bồng |
| III | Others | |
| | Lê Thị Đượ | Gender consultant |
| | Tôn Nguyễn Nữ An Khang | MEGO -RUDEP |

ANNEX 2

GUIDELINES

ORGANISING ACTIVITIES FOR DISTRICT CFAW

1. *Duties*

- To grasp and carry out gender equity points of view thoroughly and fully
- To develop and proceed implementation of the Action Plan
- To monitor and intensify checking implementation of policies applied for women
- To propaganda policies, laws and CEDAW convention
- To establish and maintain CFAW system

2. *Functions of CFAW*

- To give DPC Chairpersons advice associated with CFAW activities
- To check execution of laws/policies applied for women

3. *Duties of CFAW*

- To give DPC Chairpersons advice on
 - Including gender topic into the process of preparing and implementing local socio-economic development plans
 - Preparing and proceeding implementation of the Action Plans. Evaluating results of CFAW activities, including them as a topic when reviewing annual/ five-year socio-economic development plans of districts.
- To speed up and check status of implementing policies/laws applied for women, and of Action Plans of district sections/agencies
- To set up operation regulations, develop the systems and guide the operation
- To support gender-mainstreaming activities
- To conduct periodical surveys to study current gender equity/women's progress status, collect and disseminate gender data
- To be a source providing and updating information on local CFAW activities

4. *Stipulations on working procedure of CFAW*

DPC chairperson signs in decision of forming the CFAW and promulgating its operation regulations

- CFAW has links with:
 - The Party and People's Council in leading CFAW activities
 - Provincial CFAW in orienting works and reporting the activities
 - Subordinate CFAW in instructing and checking the activities
 - Other CFAW in exchanging information and sharing work experience

-
- Operation conditions:
 - Members work under part-time mechanism
 - The Committee is provided with information and other means for working
 - The Committee is provided with funding sourced from local/agency budgets. Circular No. 04/2005/BTC dated 10/01/2005 is based on to prepare budget estimates

 - Annual working plan
 - Key activities*
 - Instructing, arranging implementation of the AP
 - Propagandising, training
 - Checking operation of Subordinate CFAW
 - Conducting investigations, surveys, and researches on gender equity/women's progress status
 - Holding workshops/meetings, making preliminary summings-up, conducting final reviews, proceeding emulation/commendation and rewards

 - Plan for checking
 - Topics for checking*
 - Status of executing laws/policies applied for women
 - Status of implementing the Action Plans
 - Status of carrying out gender-mainstreaming activities
 - Status of CFAW's functions arrangements and operation
 - Status of resolving petitions

 - Reporting
 - Each year, preparing 6 month-reports and yearly reports
 - Sending reports to the Provincial CFAW as required

GUIDELINES

ORGANISING ACTION FOR THE ADVANCEMENT OF WOMEN COMMUNE/WARD/TOWNLET LEVEL

1. Duties

- To grasp and carry out gender equity points of view thoroughly and fully
- To develop and proceed implementation of the Action Plan
- To monitor and intensify checking implementation of policies applied for women
- To propagandize policies, laws and CEDAW convention
- To establish and maintain CFAW system

2. Functions of CFAW

- To give Chairpersons of Commune/Ward/Townlet People's Committees advice associated with AFAW
- To check execution of laws/policies applied for women

3. Duties of CFAW

- To give advice to Commune/Ward/Townlet People's Committees
- To include gender topic into the process of preparing and implementing local socio-economic development plans
 - Preparing and proceeding implementation of the Action Plans. Evaluating results of AFAW, including them as a topic when reviewing annual/ five-year socio-economic development plans. Speeding up and checking status of implementing policies/laws applied for women, and of Action Plans of Commune/Ward/Townlet sections/units.
 - Setting up the Committee's operation regulations
- To conduct periodical surveys to study current gender equity/women's advancement status, collect and disseminate gender data
- To be a source providing and updating information on local AFAW

4. Stipulations on working procedure of the CFAW

- Chairpersons of Commune/Ward/Townlet People's Committees sign in decision of forming the Committee and promulgating its operation regulations
- The Committee has links with:
 - The Party and People's Council in leading AFAW
 - District CFAW in orienting works and reporting the activities
 - Other Commune/Ward/Townlet CFAW in exchanging information and sharing work experience

- Operation conditions:
 - Members work under part-time mechanism
 - The Committee is provided with information and other means for working
 - The Committee is provided with funding sourced from local/unit budgets. Circular No. 04/2005/BTC dated 10/01/2005 is based on to prepare budget estimates
- Annual working plan
 - Key activities*
 - Instructing, arranging implementation of the Action Plans
 - Propagandising, training
 - Conducting investigations, surveys, and researches on gender equity/WA status
 - Holding workshops/meetings, making preliminary summings-up, conducting final reviews, proceeding emulation/commendation and rewards
- Reporting
 - Each year, preparing 6 month-reports and yearly reports
 - Sending reports to the District CFAW as required

ANNEX 4: RUDEP PLAN FOR GENDER SUPPORT IN 2007

| N o. | Activity | Target | Subject | Timing | Quantity | Location | Implemented by | Funding sources |
|-------------|---|---|---|--------------------|--------------------------|-----------------------------------|---|------------------------|
| 1 | Gender propaganda and mobilisation Workshop | To raise awareness on gender points of view for application in leading/instructing AFAW | Provincial/district Secretaries, Deputy Secretaries, DPC/People's Council Standing Committee chairpersons | 1 day June 2007 | 1 workshop | In the city | Provincial CFAW invites National CFAW to be facilitator | RUDEP |
| 2 | Gender propaganda and mobilisation Workshops | To raise awareness on gender points of view for application in leading/instructing AFAW | Members of District/Commune CFAW | 1 day July 2007 | 12 workshops | At districts | District/City CFAW invite Provincial CFAW to be facilitator | RUDEP and locals |
| 3 | Gender knowledge Trainings | To raise awareness on gender points of view for application in leading/instructing AFAW | Commune leaders, members of Commune CFAW | 1 day Aug 2007 | 12 courses | In communes selected by districts | District CFAW invite district trainers to be facilitator | RUDEP |
| 4 | Gender Competition Festivals – Commune/district levels | To disseminate gender knowledge, conduct gender propaganda/ mobilisation deeply and widely in officials & people in community | Members of Commune/District CFAW | 1 day Sept 2007 | 12 competition festivals | At districts | District CFAW | Locals |
| 5 | Gender Competition Festival – Provincial level | To disseminate gender knowledge, conduct gender propaganda/ mobilisation deeply and widely in officials & people in community | Members of District/Provincial CFAW | 2 days Oct 2007 | 1 competition festival | In the city | Provincial CFAW | RUDEP |