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# Gender Action Plan

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## **FP008: Fiji Urban Water Supply and Wastewater Management Project**

Fiji | ADB | B.11/11



**GREEN  
CLIMATE  
FUND**

The gender action plan for this specific project is also published by ADB, which can be accessed in the following link:

<https://www.adb.org/projects/49001-002/main#project-documents>

## I. GENDER ACTION PLAN (F)

Outputs & activities	Proposed Gender Mainstreaming Activities (Target)	Primary responsibility
<b>Output 1 - Strengthen the capacity of WAF for delivery of efficient urban services</b>		
<p><b>Activities</b> WAF provides quality water and waste water services 24/7 and at the same time becoming financially viable water supplier and waste water service provider.</p>	<ul style="list-style-type: none"> <li>• Conduct gender awareness training for WAF staff, ministries, and service providers at all levels.</li> <li>• Include a GSDS in the design and supervision team to manage the implementation of socio-economic surveys, gender analysis, gender action plans, community consultations, and awareness training.</li> <li>• Develop a project performance system that includes indicators measuring the implementation and progress of the gender action plan and effectiveness of 24/7 water supply and sanitation facilities. .</li> </ul> <p>Provide equal opportunity to women staff along with men, for up gradation of skills through training and opportunity to both males and females to repair, maintain assets, conduct meter readings and work in the field.</p>	MOL WAF
<b>OUTPUT 2 - Water conservation, sanitation and hygiene practices among GSA population is improved</b>		
<p>Households in the project area have ncreased knowledge of efficient use of water resources and safe hygiene practices.</p>	<p>i) Appoint part-time gender specialist to design communications strategy and to train WAF staff in the implementation of the strategy. Key messages to include: water conservation, practices in hygiene and sanitation. Identify &amp; train community focal points to disseminate key messages at community level. Communications Strategy to include time bound plan of action, key messages, identification of target groups, and modes of communication and dissemination of relevant information. Key messages to include sharing of best global practices, relevant to country context .Identify key stakeholders and partners in the community to assist with the dissemination of material.</p> <p>ii) Collect sex-disaggregated data to identify beneficiaries and ensure women headed households are given priority.</p> <p>iii) Use existing health or relevant religious groups sub- committees and networks to assist in monitoring effectiveness of community engagement and awareness programs. These will include consultation and focus groups sessions organized by women's committees to solicit feedback from community members</p>	MOF MOH MOE BOS (Fiji bureau of statistics) CBOs, Religious organizations

Outputs & activities	Proposed Gender Mainstreaming Activities (Target)	Primary responsibility
<b>Output 3 - Efficient strengthening</b>	<b>project management support and institutional</b>	
Institutional capacity of WAF on gender equality is strengthened.	<p>1. Conduct trainings on gender equality for the staff and management of WAF so that more females are represented on GRC and on the Tribunal for addressing grievances including sexual harassment.</p> <ul style="list-style-type: none"> <li>• If land is acquired for subprojects, ensure that affected females are compensated at the same rate of payment as affected males, and provided with adequate arrangements to restore / maintain livelihoods. (Replacement land, financing for small business opportunities, skills training for income generation projects, cash transfers etc)</li> <li>• Where possible, include provisions in bidding documents to encourage women's involvement in labour-based work during construction, including at least 20% women.</li> <li>• Ensure equal pay for equal work between male and female workers, and payment for women is directly to them.</li> </ul> <p>Local contractors employ at least 20-30% women in construction and maintenance work;</p> <ul style="list-style-type: none"> <li>• Training and tools appropriate for both women and men to be provided to all workers.</li> <li>• A quota of 20-30% of women for the training opportunities provided by the project to ensure that women are also qualified for semi skilled, skilled and unskilled employment.</li> <li>• Good working conditions for both men and women workers; encourage contractors to hire local workers to prevent the spread of HIV.</li> <li>• Internships given equally to young men and women (students) through outreach to both boys and girl schools.</li> <li>• Provide orientation to students, both males and females in schools regarding qualifications required for job opportunities at WAF and to encourage females to take up non-traditional subjects such as engineering which is better paid and has more opportunities for decision making positions.</li> <li>• Ensure recruitment policy provides for retention of increasing percentage of female staff in all divisions from 10% to 20 % by 2022, and set up leadership training for females.</li> <li>• Ensure women promoted at rates equal to men in all levels and divisions, to management positions in three departments, and two to senior management posts by 2022.</li> <li>• Provide crèches for women workers with small children.</li> <li>• Identify potential female employees and provide scholarships and study leave so that there are more women in decision making positions in WAF.</li> </ul>	MOW MOL-MOW MOL-WAF

Outputs & activities	Proposed Gender Mainstreaming Activities (Target)	Primary responsibility
<b>Output 4 - WAF supported in its development and implementation of a gender action plans.</b>		
<p>WAF earmarks budget allocation under its training component for incorporating gender mainstreaming in all its activities.</p>	<p>i) Budget allocations earmarked to hire an international gender specialist for three months, to provide gender mainstreaming training for project implementers and contractors at construction commencement to identify possible constraints; during implementation and for designing a gender sensitive M &amp; E format to evaluate its effectiveness and work with women's groups and NGOs.</p> <p>ii) Establish Advisory Committee and promote women's representation in it to provide feedback and advice on all outputs in GAP.</p> <p>iii) Facilitate the equal participation of men and women in consultation meetings and ensure gender sensitive considerations in the way the meetings are conducted. i.e. separate meetings for men and women if necessary.</p> <p>iv) Provide training on gender equality to WAF staff especially those in charge of the project to improve their understanding about gender concerns in water supply and sanitation and increase their capacity to implement the project s GAP.</p> <p>v) Sensitize policy makers in WAF to engender recruitment and promotion policy by promoting women staff in vacant senior positions in both traditional and non traditional departments.</p> <p>vi) Ensure linternships at WAF are open to both boys and girls schools.</p> <p>vii) Build capacity for gender mainstreaming within WAF to ensure considerations are integrated into WAF business beyond the completion of the project.</p>	<p>WAL MOF MOW-WAF MOW-NGOS MOL MOE, MOL</p>
<b>IMPLEMENTATION ARRANGEMENTS</b>		
<p>The GAP will be implemented by the WAF who will employ a Social Impact Manager, overseeing execution and compliance of all social and gender dimensions of the project, and social safeguards. The DSC will include one full-time national Safeguards Specialist (NSS) for the duration of project implementation under the supervision of an international Gender and Social Development Specialist (GSDS) and an international Social Safeguards Specialist (SSS) who will both work intermittently. The specialists will be responsible for incorporating the GAP into project planning and implementation programs, including awareness training and establishment of sex-disaggregated indicators for project performance and monitoring. The progress of GAP activities will be included in regular progress reports on overall project activities submitted to ADB and the Government of Fiji.</p>		

## II. TOR International Gender Specialist

2. The Gender and Social Development Specialist will be responsible for leading the implementation and monitoring of the project's Gender Action Plan (GAP). This will include (i) undertaking gender and social analysis; (ii) ensuring the implementation of gender features in all relevant project outputs; (iii) building the capacity of the WAF/project consultants and local social safeguards specialist; (iv) the provision of technical advice and training; (v) consultations with female beneficiaries and stakeholders; and (vi) monitoring and reporting on GAP implementation progress. The specialist will preferably have (i) an advanced degree in social sciences; (ii) at least 8 years' experience in analyzing social and gender dimensions of development projects; (iii) at least 8 years' experience in advising on gender-inclusive development projects for governments; and (iv) relevant work experience in the Pacific region or similar environment. He/she will perform the following tasks:

- (i) **Conduct Gender and Social Analysis:** Review existing data, reports, field studies and community consultations, country gender assessment and baseline socioeconomic profiles to ensure a thorough understanding of gender issues relevant to the project.
- (ii) Ensure that the expected social, economic and gender benefits of the proposed investment project and the impact of the project on primary beneficiaries are clearly documented (both positive and negative impacts).
- (iii) Identify and document mitigation measures to deal with any potential negative impacts.
- (iv) Identify any gaps in existing data and information and if necessary undertake further gender and social analysis, community consultations or surveys. (Additional gender analysis may also be required during the design of new subprojects).
- (v) Review ADB gender policies, documents and tip sheets to ensure a good understanding of ADB requirements for GAP implementation and monitoring.
- (vi) **Lead the implementation of the GAP including:**
  - a. Review and refine the GAP in consultation with the WAF/ADB early in the project to ensure that all activities are relevant and achievable and clearly linked to broader project objectives
  - b. Prepare GAP implementation plan with WAF/ADB that establishes clear institutional arrangements for GAP implementation, monitoring, and reporting responsibilities;
  - c. Provide gender awareness training to WAF, and project consulting team to build ownership and understanding of GAP objectives and activities;

- d. Provide ongoing capacity building to WAF and consultants through regular dialogue, and the provision of technical advice and training;
  - e. Ensure that any subproject designs are gender-responsive and address both women's and men's needs;
  - f. Ensure that all bid documents incorporate required design and activities specified in the GAP.
  - g. Ensure ongoing and meaningful consultation with female beneficiaries and stakeholders and facilitate women's participation in project activities.
  - h. Maintain oversight of GAP implementation, identify constraints, and prepare strategies to overcome them
- (vii) **Provide capacity development support to the national social safeguard specialist to effectively undertake GAP implementation and monitoring responsibilities, including:**
- a. Ensure that the national social safeguard specialist has a sound understanding of the gender issues relevant to the project, of the GAP and of ADB policies and requirements related to GAP implementation and monitoring.
  - b. Support the national social safeguard specialist to develop a concrete work plan to ensure implementation of all project activities during project implementation stage;
  - c. Provide ongoing mentoring, guidance, project-based training and technical advice to the national social safeguard specialist.
  - d. Support the national social safeguard specialist to report on GAP implementation
- (viii) **Monitor and Report on GAP implementation:** Assist WAF, consulting team and national social safeguard specialist to establish mechanisms for collecting and reporting sex-disaggregated data for the GAP, as well as all other project-related indicators including:
- a. Establish sex-disaggregated baseline data for the GAP and performance indicators, if needed, and other gender-related indicators for regular monitoring and reporting during project implementation period.
  - b. Prepare monitoring and reporting template on GAP implementation for incorporation in EA quarterly progress reports
  - c. Consult regularly with women beneficiaries and stakeholders
  - d. Monitor GAP implementation progress on a regular basis with field visits and quarterly reporting of GAP implementation progress, key implementation issues, lessons learned and gender equality results achieved
  - e. Analyze the effectiveness of the GAP and document and share lessons learned, good practice examples and case studies.