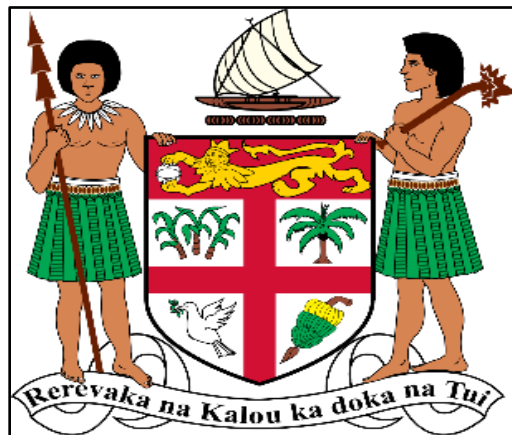


MINISTRY OF ECONOMY



Internal

Gender Equity & Social Inclusion Policy 2021-2024 and Action Plan 2021-2022

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List of Acronyms

ADB	Asian Development Bank
AE	Accredited Entity
CCA	Climate Change Adaptation
CCICD	Climate Change and International Cooperation Division
CEDAW	Convention on the Elimination of all forms of Discrimination against Women
CRC	Convention on the Rights of Children
CRPD	Convention on the Rights of People with Disabilities
DiDRR	Disability Inclusive Disaster Risk Reduction
DP	Delivery Partner
DRM	Disaster Risk Management
DRR	Disaster Risk Reduction
ESIA	Environmental and Social Impact Assessment
ESIP	Environmental and Social Impact Plan
ESMS	Environmental and Social Management System
ESS	Environmental and Social Safeguards
FDB	Fiji Development Bank
FPIC	Free, Prior and Informed Consent
GAP	GESI Action Plan
GBV	Gender Based Violence
GCF	Green Climate Fund
GRB	Gender Responsive Budgeting
GRM	Grievance Redressal Mechanism
GESI	Gender Equity and Social Inclusion
GoF	Government of Fiji
LGBTQ	Lesbian, gay, bisexual, transgender and queer or questioning
MoE	Ministry of Economy
MoCTTT	Ministry of Commerce, Trade, Tourism and Transport
MWCPA	Ministry for Women, Children & Poverty Alleviation
NAP	National Adaptation Plan
NCCP	National Climate Change Policy
NDA	National Designated Authority
NDC	Nationally Determined Contributions
NDP	National Development Plan
NIE	National Implementing Entity
PEFA	Public Expenditure and Financial Accountability
PFMIP	Public Financial Management Improvement Plan
PWD	People with Disabilities
PSIP	Public Sector Investment Plans
SAAD Data	Sex age, area and disability disaggregated data
SDGs	Sustainable Development Goals
SEAH	Sexual exploitation, abuse and harassment
SOE	State Owned Enterprise
UNFCCC	United Nations Framework Convention on Climate Change
UNDP	United Nations Development Program
UNDRIP	United Nations Declaration on the Rights of Indigenous Peoples
UN Women	United Nations Agency for Women
WEE	Women's Economic Empowerment

Glossary of GESI Terms

GESI concepts and terms referenced in this document are defined here to ensure MoE employees, partners and beneficiaries have a common understanding of GESI Policy intent and expectations.

Gender	Refers to socially and culturally defined characteristics about the roles and behaviours of women and men (and female/male children) and the relationships between them. Social perceptions of gender vary across cultures, social classes, time and degree of urbanization and serve to include or exclude particular people from particular activities.
Gender Balance	Requires that men and women be equally represented - either in equal numbers or in proportion to their presence - in particular settings.
Gender Responsive Budgeting	Means preparing budgets or doing budget analyses from a gender perspective. The goal is to allocate resources in ways that compensate for gender disparities; it does not mean preparing separate budgets for women.
GESI Analysis	Is the process of collecting information about gender, age and other social differences and analysing the impacts of changing circumstances (i.e., climate change) on specific groups of people. This type of analysis provides the basis for identifying key GESI considerations and designing a “socially inclusive approach that responds to the unique circumstances and needs of <u>all</u> beneficiaries.”
GESI Lens	Means assessing and responding to a development issue, policy, budget or activity from a gender equity and social inclusion perspective.
GESI Mainstreaming	Gender mainstreaming is a strategy used to ensure that the concerns, experiences and aspirations of women – as well as men – are central to the design and implementation of a development policy, program or project. GESI mainstreaming aims to ensure that the needs of other vulnerable groups (including people of different ages and abilities) are also considered and catered for. Essentially, GESI mainstreaming means that the principles of equity and empowerment are fundamental to all aspects policy, program and budget design, implementation and monitoring.
GESI Disaggregated Data	Sex Disaggregated Data (SDD) means counting men and women separately. Sex, Age, Area and Disability (SAAD) Disaggregated Data means counting men, women, boys, girls, the elderly and people with disabilities separately.
Human Rights Approach	Recognizes that society has an obligation to meet the basic human rights of all citizens – including men, women, children and those with disabilities – regardless of their ethnicity, age, social standing, income, religion, sexual orientation, political affinity, etc. Gender equality and social inclusion are considered basic human rights and, as such, underpin rights-based development. Human rights are enshrined in the Constitution of the Republic of Fiji and its corresponding Bill of Rights and are intrinsic to national development ambitions, plans, policies and strategies.
Inter-generational equity	Inter-generational equity refers to the wellbeing of current and future generations through a socially inclusive, equitable, environmentally sustainable, net-zero emissions economy that protects the health, diversity and productivity for the benefit of future generations.
Social Inclusion	A strategy in response to a situation in which certain groups in society are systematically excluded from opportunities that are open to others. Thus, groups can be discriminated against on the basis of sex, age, clan, ethnic background, disability, health status, religion, sexual orientation, where they live or other social identity. Social inclusion ensures that socially excluded people have equal conditions for realising their full human rights and potential to contribute to national, political, economic, social and cultural development, and to benefit from the results.
Talanoa Method	Talanoa can be defined as “the process of inclusive, participatory and transparent dialogue with the purpose of sharing stories, building empathy and making wise decisions for the collective good.”
Vulnerability	The degree to which a society, community, household or group of people are susceptible to adverse effects associated with external factors such as economic downturn, disease outbreak, climate change, weather extremes, displacement and socio-cultural factors, including racism and sexism.

1. Introduction

Government Commitment to Equity and Inclusion

The Government of Fiji (GoF) is strongly committed to effective climate change adaptation, mitigation and disaster risk reduction. Fiji ratified the *United Nations Framework Convention on Climate Change* (UNFCCC) in 1993 and was the first government in the world to ratify the Paris Climate Change Agreement in April 2016. Fiji's *Nationally Determined Contribution* (NDC) to the Paris Agreement pledges the country will generate 100 percent of its electricity from renewable sources and cut overall emissions by 30 percent by the year 2030. Fiji has also endorsed the Sendai Framework for Disaster Risk Reduction and the Addis Ababa Action Agenda.

The GoF also has a strong commitment to achieving gender equity and social inclusion (GESI) in Fiji society, including in CCA and DRR efforts, as indicated through ratification of numerous laws, policies, conventions and frameworks. At national level, the Constitution of the Republic of Fiji provides for non-discrimination on the basis of gender and objectives related to gender equity; women's empowerment and social inclusion are emphasised in Fiji's *5-Year and 20-Year National Development Plan* (NDP),¹ in national policies on gender, disability and youth, and through legislation, such as the Domestic Violence Decree 2009. The proposed Climate Change Bill also has a strong focus on ensuring GESI outcomes.

The Ministry of Economy (MoE), the government agency responsible for ensuring sound economic management of the national economy in line with short-, medium- and long-term macro-economic and sustainable development targets, recognizes that promoting equity and inclusion is both a moral imperative and an economic necessity. As noted in the Gender Equity and Social Inclusion Assessment (GAP), that underpins this policy (see Annex II), existing gaps in the economic and political participation of women at all levels, the under-involvement of people with disabilities (PWD), and high levels of domestic violence continue to constrain the overall development of the nation.

As part of government reforms under the draft Public Financial Management Improvement Plan (PFMIP),² the MoE requested assistance from the Asian Development Bank (ADB) to assess the "gender responsiveness" of the FY2020 national budget. This assessment,³ undertaken in 2019 in collaboration with Ministry of Women, Children and Poverty Alleviation (MWCPA), Ministry of Fisheries and the Ministry of Commerce, Trade, Tourism and Transport (MoCTTT), led to an agreement to take active steps to implement gender-responsive budgeting (GRB) in Fiji. This Policy, which builds on current GRB work, is a central part of the public financial management reform process; details regarding the GRB assessment can be found in the 2020 MoE GESI Analysis which provided the basis for this Policy and Action Plan.

The MoE is also responsible for addressing climate change policy issues in Fiji through its Climate Change and International Cooperation Division (CCICD), which leads the implementation and monitoring of the Fiji *National Climate Change Policy 2018-2030* (NCCP) and is currently preparing the proposed Climate Change Bill.⁴

The NCCP recognizes that climate change is a "risk multiplier" because it serves to exacerbate the circumstances that lead to conflict and violence; heighten water and food insecurity; spread disease; reduce educational outcomes and livelihoods, force people to relocate and increase poverty.

"There are inextricable links between gender equity, social inclusion and the Sustainable Development Goals including the pledge that no one will be left behind, and when taking action to address climate change, Fiji will respect, promote and consider the Sustainable Development Goals, gender equality and responsiveness, women's human rights and the empowerment of women, rights of people living with disabilities and disability inclusive approaches, the elderly, children's inalienable right to a healthy environment, youth, and vulnerable and marginalised groups and communities, including in the areas of formal sector employment and livelihoods, participation in decision-making and access to services, health, education, water, sanitation, housing and transport"

Proposed (Draft) Climate Change Bill
Principles 5 (i)

¹ *5-Year and 20-Year National Development Plan, Transforming Fiji*. Ministry of Economy, Republic of Fiji, Nov. 2017.

² The draft PFMIP is an extensive reform program supported by a consortium of development partners that involves a review of all budget processes and documentation.

³ *Fiji PEFA Gender-Responsive Budgeting Assessment Report 2019*. PEFA website at: <http://pefa.org/sites/default/files/resources/downloads/PEFA%20GRPFM%20Framework%20Jan%2023%202020.pdf>

⁴ *Republic of Fiji National Climate Change Policy 2018-2030*, Ministry of Economy, Republic of Fiji, 2019.

The NCCP also recognises that certain groups of people are especially vulnerable to the impacts of climate change and disasters, including women (in all of their diversity), children, the elderly, PWD and those residing in exposed, under-serviced areas. The reasons for this additional vulnerability vary, but generally involve dependency and power factors, changes in roles and responsibilities, social discrimination, increased workloads, reduced access to essential goods and services, susceptibility to illness, and weakened social protection systems.

The Fiji National Climate Change Policy recognises “*the differentiated impacts of climate change across societies and vulnerable groups, the risk that climate change will exacerbate existing inequalities and disproportionately affect low-income and otherwise disadvantaged groups.*” (p. 23)

As such, global, regional and national climate change and GESI policies – including the proposed *Fiji Climate Change Bill*, the *Fiji National Climate Change Policy* and the *Fiji National Gender Policy* (NGP) stress that the views and needs of vulnerable groups must be understood and addressed in climate change adaptation and mitigation efforts. To this end, the NCCP identifies three policy pillars that underpin Fiji’s approach to climate change adaptation including the requirement for gender responsive, evidence- and human-rights-based approaches.

The Fiji National Gender Policy “*promotes increased regard for climate change impacts and disaster risks and the role of men and women at all levels in facilitating the harmonious and sustainable use of the country’s limited national resources through the use of gender impact assessments, gender analysis and gender aware approaches.*” (p. 17)

In addition to climate change, the current COVID-19 pandemic and economic fall-out poses a “twin threat” by “*accelerating existing inequalities and human rights issues like hunger and malnutrition, poverty, violence, lack of access to health, housing and other essential services.*”⁵ Therefore, it is even more critical that climate adaptation and mitigation efforts take into account the needs and views of the most vulnerable people and communities in Fiji.

Green Climate Fund Accreditation

In the past, Fiji accessed climate financing through a range of regional and multilateral implementing entities,⁶ but the GoF has sought to establish a more direct funding and management arrangement to increase national ownership and capacity for climate action. As such, the GoF nominated the Ministry of Economy as a National Designated Authority (NDA) and nominated the Fiji Development Bank (FDB) to be accredited as the Direct (National) Accredited Entity (DAE) for the Green Climate Fund (GCF). To achieve GCF accreditation, entities must provide evidence that robust policies, systems and structures are in place to minimize financial, environmental and social risks and ensure effective project management. One such requirement is the development of an Environmental and Social Management System (ESMS), which encompasses a Gender or GESI Policy⁷.

The *Fiji Development Bank GESI Policy and Action Plan*⁸ approved by the GCF in late 2018, goes beyond GCF accreditation requirements by seeking to mainstream gender equity and social inclusion throughout its operations. In a similar manner, the Internal MoE GESI Policy will support GCF accreditation, meet the requirements of other climate financing institutions, and ensure climate projects are “GESI sensitive,” - while also formalizing the Ministry’s broader commitment to equality and inclusion in the delivery of its overall mandate. The actions required to mainstream GESI throughout MoE operations are outlined in this Policy and Action Plan.

Policy Fundamentals

- This Policy recognizes that significant gains have been made in gender equity and social inclusion, while also acknowledging that patriarchal attitudes are still dominant in many aspects of Fiji society; that men often have a high degree of control over women, including in

⁵ Pacific Women’s Information Network, SPC, Media Release 23/06/2020.

⁶ Regional implementing agencies (RIEs) include the Secretariat of the Pacific Regional Environment Program (SPREP) and the Pacific Community (SPC) and multilateral implementing agencies (MIEs) include the United Nations Development Program (UNDP) and the Asian Development Bank (ADB).

⁷ To assist with accreditation, the Fiji GCF Readiness Project *Enhancing Direct Access to Climate Finance in Fiji*⁷ (2020-2021) is being implemented with the aim of: strengthening the capacity of the MoE and institutional procedures for climate action (including development of this Policy); preparing the DAE Entity Work Programme which will feed into the NDA Country Work Programme, and building the capacity of the FDB (including GESI training).

⁸ Gender Equity and Social Inclusion Policy and Action Plan 2018-2021, Fiji Development Bank. Retrieved 21/07/20 from: <https://www.google.com/search?client=firefox-b-d&q=Fiji+Development+Bank+GESI+Policy>

their ability to access information & services, participate in income-generating activities and assume leadership positions; that women perform the vast majority of unpaid reproductive and domestic work and are primarily responsible for care of children, the ill and elderly, and that gender-based violence remains a serious and widespread problem that hinders the social and economic development of the nation.

- This Policy recognises Government’s commitment to gender equity and social inclusion and seeks to support and build upon current efforts by Parliament,⁹ the Ministry of Women, Children and Poverty Alleviation (MWCPA), MoE and other line ministries to mainstream GESI in sector policies, budgets, planning and delivery systems and build capacity.
- This Policy recognises the pivotal and influential role the MoE plays in promoting, enforcing and fast-tracking GESI outcomes through GESI-responsive public sector budgeting and by “leading by example”. Global experience has shown that gender-responsive budgeting works best when ministries of finance lead.¹⁰
- This Policy recognizes that effective GESI mainstreaming requires a serious whole-of-ministry commitment to understanding and addressing gender equity and social inclusion factors in all operational policies, budgets and service delivery decisions - and that this is not adjunct to MoE core business. This will require that MoE staff are consistently and consciously GESI-responsive and socially inclusive and assume a leadership role in advocating for GESI in their day-to-day work.
- This Policy is based on strong global evidence that climate adaptation and mitigation efforts are more effective and sustainable when gender equity and social inclusion factors are fully mainstreamed in project design, implementation, and monitoring.
- This Policy recognises the need to ensure that projects supported through global climate finance are highly sensitive and responsive to the needs of vulnerable people and communities by ensuring active and equal participation of people of all genders in project design, implementation and monitoring and by giving voice to marginalized and under-represented groups, including young people and those living with disabilities.
- This Policy recognises the importance of viewing vulnerable groups of people not as “climate victims”, but rather - as important agents of sustainable social and environmental change.
- This Policy recognises that MoE partnerships with state and non-state agencies and the active engagement of stakeholders from the private sector and civil society (including women’s groups, disability organizations, trade unions and academic institutions) is essential to achieving sustainable, equitable and inclusive outcomes across all sectors.
- This Policy recognizes the essential need to build “GESI capacity” within the MoE and state-owned enterprises (SOEs), in line agencies involved in GRB, climate adaptation, mitigation and DRR efforts, and within partner and delivery organisations. This will require strong support from not only MoE leaders and managers but from high level Cabinet Ministers as well. This will also require development and implementation of a comprehensive and sustained training and mentoring program.
- This Policy recognizes that some aspects of implementation may require external technical and/or financial support and that full compliance will take time and training. As such, Policy implementation will be “phased-in” over a four year period (2021-2024), guided by progressive annual work plans. MoE GESI work plans will commence with foundational work and actions

“In its key role as guardian of the Government’s finances, the MoE plays an instrumental part in ensuring that gender mainstreaming is reflected in all aspects of the budget cycle and that GRB efforts are sustained.”

PEFA Gender Responsive Budgeting Assessment Report. 2010

“Young people are powerful agents for change who need to be mobilized for climate action...Women are great mobilizers of action at the grassroots of any society, and when they are empowered with information, training and resources, we are all empowered.”

Voreqe Bainimarama
Fiji Prime Minister
May 2018, Bonn Germany

⁹ Fiji Parliamentary Standing Order 110(2) requires parliamentary committees to use a gender-based analysis when scrutinizing legislation or undertaking their oversight functions.

¹⁰ World Economic Forum/IMF Blog: “How governments can use gender budgeting to improve equality”, March 2019 Retrieved 22 July from <https://www.weforum.org/agenda/2019/03/do-the-math-include-women-in-government-budgets>

of strategic importance, adding more complex elements as systems and capacities are developed. It is also recognized that this Policy is a “living document” which may be revised as needed and when needed.

Purpose of Policy

1. To formalize MoE’s existing commitment to gender equity and social inclusion in line with international and national obligations of the GoF.
2. To adopt a whole-of-Ministry approach to achieving GESI results, including mainstreaming and affirmative actions, to redress existing inequities and exclusion.
3. To identify areas where action is required to strengthen MoE responsiveness to GESI barriers, both internal and external to the Ministry.
4. To enhance the knowledge, capacity and commitment of MoE staff and implementing partners to identify, address and monitor equity and inclusion factors in carrying out their work.
5. To comply with GCF accreditation and other climate financing agency requirements and consistently apply international GESI best practice standards across all MoE administered projects.

2. Policy Development

This Policy and Action Plan were developed by the Ministry of Economy with technical assistance from the GCF Readiness Project and MoE development partners.¹¹ Policy development was led by an Internal Working Group (IWG), chaired by the MoE Permanent Secretary and comprised of division heads and senior staff, and involved two rounds of consultation with each division.

Policy content was informed by: i) a comprehensive GESI analysis that included a statistical and literature review of the Fiji development context; consideration of best practice and universal standards; GoF national, regional and international GESI and CC policy commitments, and existing efforts within MoE work to promote equity and inclusion (see Annex II); and ii) through consultation with external stakeholders representing public sector and civil society organisations focused on GESI outcomes.

This Policy was developed concurrent with other relevant policies and procedures as detailed in the MoE Environmental and Social Management System (ESMS).

3. Definition of Terms

To ensure there is a common understanding of the terms and processes outlined in this Policy, readers should refer to the Glossary of Terms on pages 4-5. These terms will be used by the MoE and its delivery partners¹² in the implementation of this Policy.

GESI mainstreaming means there is conscious consideration of gender equity and social inclusion factors in all aspects of policy and program development, budgeting, decision-making, service delivery and operational systems and procedures.

4. Guiding Principles

This Policy is underpinned by six guiding principles that reflect the core values of the GoF and honor international and regional commitments to gender equality and social inclusion.

The MoE and its delivery partners are required to consistently adhere to these principles to achieve Policy goal, objectives and outcomes as specified in Section 6.

- ✓ **Human-Rights Based.** This Policy is premised on a rights-based approach - in line with the Fiji Constitution, National Development Plan, existing GESI and Climate Change Policy frameworks and promulgated by numerous UN conventions – which recognize that all citizens, regardless of gender, age, race, income or ability should have the same opportunities to participate in and benefit from government resources, and that priority should be given to identifying and serving the most vulnerable members of society.

¹¹ Technical Assistance was provided by the Global Green Growth Institute (GGGI) in collaboration with the USAID-funded Climate Ready Project.

¹² For GCF, a Delivery Partner (DP) is a non-accredited entity that works with an accredited GCF agency to implement an approved GCF project. DPs must be able to demonstrate relevant experience and competency to design, implement and/or manage GESI-responsive projects.

- ✓ **Participatory and Inclusive.** The Policy affirms that the views, needs and priorities of citizens - including those who are voiceless, under-represented and marginalized - will inform MoE policy, plans, budgets and project design. Participatory and inclusive consultation methods will be used so that all Fijians are able to engage in development processes that affect their lives.
- ✓ **Accountable and Transparent.** The MoE is accountable for mainstreaming GESI across ministry services and operations, and for the transparent sharing of information on GESI expenditure, achievements and lessons learned in accessible, user-friendly formats.
- ✓ **Committed to Continuous Learning and Improvement.** The MoE recognizes the need to build organisational and staff capacity in GESI analysis, budgeting and evaluation by providing ongoing and mandatory training to improve competency and by including GESI requirements in staff job descriptions where relevant.
- ✓ **Collaborative.** The MoE recognises the importance of collaborating and partnering with government agencies, civil society organisations and the private sector to optimize sustainability and build resilience of vulnerable and marginalized people and communities.
- ✓ **Evidence-Based Approach.** The MoE is committed to ensuring that the quality and level of GESI data increases and will lead efforts to ensure that disaggregated data is used to inform programs, services and budgets, and build staff and partner analytical competency.

5. Policy Alignment and Compliance

The Policy supports the achievement of gender equity, social inclusion and sustainable development outcomes as set out in numerous GoF policy platforms across levels and sectors as highlighted below.

- ❖ **International and regional level** through GoF endorsement of, amongst others, the Universal Declaration of Human Rights; UN Sustainable Development Goals (SDGs); UN Framework Convention on Climate Change; Sendai Framework for Disaster Risk Reduction; UN Convention on the Rights of the Child (CRC); UN Convention on the Rights of People with Disabilities (CRPD); Pacific Framework for the Rights of Persons with Disabilities; the UN Convention on All Forms of Discrimination Against Women (CEDAW); Pacific Leaders Gender Equality Declaration; the Revised Pacific Platform for Action on Advancement of Women and Gender Equality.
- ❖ **National level** through alignment with the Fiji 5-Year and 20-Year National Development Plan, the National Climate Change Policy, the National Gender Policy, the National Disability Policy and the National Youth Policy, and relevant sector policies, and in compliance with relevant legislation, including the Financial Management Act (2004) and subsequent amendments, the Environment Management Act (2005), and the proposed (draft) Climate Change Bill.
- ❖ **Agency level** through compliance with MoE plans, regulations, systems, and policies, including the new Environmental and Social Management System, and by mainstreaming GESI within Ministry operations to ensure Policy principles and objectives are reflected in internal procedures, processes, resource allocations and performance management and evaluation systems.
- ❖ **Activity level** by ensuring that CCA and other projects supported by the MoE and its delivery partners address, to the maximum extent possible, the needs of all beneficiary groups, with particular attention to the most vulnerable people living in the most vulnerable areas.

The MoE will not support projects and other activities that:

- Undermine basic human rights
- Fail to take into account the needs and rights of vulnerable groups
- Have potential to cause negative gender, socio-economic and/or environmental impacts
- Fail to meet environmental and social safeguard requirements of GoF and funding agencies
- Engage in land acquisition or resettlement activities without the Free, Prior and Informed Consent (FPIC) of stakeholders including women and vulnerable groups. and

- Involve any other negative impacts as articulated in the MoE Environment and Social Management System.

6. Policy Goal, Objectives and Expected Outcomes

The Goal of this Policy is to ensure that:

Gender equity and social inclusion will be fully mainstreamed (integrated) in all Ministry of Economy plans, budgets, processes and systems, including projects administered by the Ministry and its delivery partners, in line with Fiji's international, regional and national GESI commitments.

To achieve this goal, the MoE Gender Equity and Social Inclusion Policy identifies six key focus areas, objectives and expected outcomes which provide the overarching framework for: GESI mainstreaming; targeted interventions and gender responsive budgeting; partnership promotion and citizen engagement; evidence-based programming, monitoring and evaluation; responsive project management; organisational modeling, capacity development, and transparent public communication. These objectives span MoE mandated services as well as its internal operations, and center on achieving the overall outcomes of its Strategic Plan 2021-2024. The specific actions required to achieve Policy outcomes are identified in the attached Action Plan.

It is expected that these focus areas, objectives, and expected outcomes will endure throughout the Policy implementation period (2021-2024) in alignment with the MoE Strategic Plan timeframe, while specific actions and secondary outcomes will be reviewed and amended on an annual basis in response to changing circumstances. This system will enable the Ministry to be strategic in prioritizing actions, while building on achievements and addressing lessons learned.

	Focus Areas	Objectives	Expected Outcomes
1	Program Level GESI Mainstreaming	MoE economic, fiscal, national & sector plans & budgets are GESI-sensitive & responsive	GESI analysis, intervention & performance measures are progressively mainstreamed in economic, fiscal and sector plans & budgets, leading to improved outcomes for vulnerable & marginalized groups
2	Operational Level GESI Mainstreaming	MoE operational policies, regulations, guidelines and facilities are GESI-sensitive & responsive	GESI is progressively integrated across all MoE systems and work processes leading to increased awareness and responsiveness to the needs of vulnerable groups and improved access for people with disabilities
3	GESI-Responsive Projects	MoE climate and construction projects are GESI-sensitive and responsive and comply with GCF and other donor partners' safeguard requirements	MoE administered projects are based on comprehensive GESI analysis; adhere to human rights, "do-no-harm" and "leave-no-one behind" principles, give precedence to meeting the needs of the most vulnerable and lead to positive change
4	Partnerships, Participation & Representation	Formalize partnership arrangements with organisations involved with implementation of this Policy, such as the MWCPA, line ministries conducting GRB work, training entities, etc.	MoE has effective GESI partnerships and engagement processes
5	Evidence-Based Programming	MoE ensures SAAD data is used to inform national & sector plans, policies, budgets, and services	MoE plays a lead role in improving the collection and analysis of SAAD data to better inform national and sectoral planning, budgeting, monitoring & evaluation
6	Culture, Capacity, & Commitment	MoE creates a GESI-sensitive organisational culture where staff have the knowledge, skills & commitment required to successfully implement this Policy & provide support to partners	MoE models GESI responsiveness in carrying out its mandate, thus leading by example and creating momentum for transformative change in Fiji society

7. Policy Disclosure

Following endorsement of this Policy by the Permanent Secretary for Economy and ultimately the Minister for Economy, it will be posted on the MoE website and a media announcement will be made. Reports on Policy implementation and revisions will also be disclosed in a timely manner.

8. Grievance Redressal Mechanism

In the event that MoE staff, implementation partners, beneficiaries or other stakeholders has questions or concerns related to any aspect of this Policy, they are directed to take up the matter with their immediate supervisor, or in the case of external parties, with the Head of Division responsible for the area of work in question.

Should this process fail to resolve the matter to the satisfaction of the party seeking information or raising concern, the concerned party should follow the MoE Grievance Redressal Mechanism (GRM), which aligns with the Ministry of Civil Service General Orders 2011, and “Discipline Guidelines” available on the MoE website.

If the concern is related to any form of sexual exploitation, abuse and/or harassment (SEAH), the concerned party, or someone acting on their behalf, should follow the MoE SEAH Procedure posted on the MoE website.

9. Policy Implementation, Coordination and Oversight

Overall accountability for Policy implementation and oversight rests with the MoE Permanent Secretary.

The Heads of Division are responsible for management and implementation of the specified actions identified in GESI Policy Annual Work Plans and incorporated in Costed Operational Plans.

The Administration Division will collect and collate required data from each Division for Ministry Progress Reports, Annual Business Plans and Reports.

Monitoring of Policy implementation and results will be conducted through assessment of PSIPs, Annual Reports and other documentation. Divisions will be required to collect SAAD data as the basis for activity M&E.

Monitoring of Policy implementation and results will be conducted through assessment of Public Sector Investment Plans (PSIPs), Annual Reports and other documentation. Divisions will be required to collect SAAD data as the basis for activity level M&E.

10. Date of Effect and Review

This Policy will come into immediate effect following endorsement by the Permanent Secretary for Economy and ultimately the Minister for Economy.

This Policy will be formally reviewed and updated every four years, as part of the MoE Strategic Planning process. Policy review will take into account changes in the development context, new legislative, policy and planning frameworks, GESI achievements, constraints and lessons learned.

Policy Action Plans will be reviewed and updated on an annual basis and will be incorporated in MoE Annual Business Plan and the Costed Operational Plans of each Division.

Annex I: GESI Policy Action Plan 2021-2022

GESI POLICY ACTION PLAN 2021-2022					
Focus Area & Objectives	Expected Outcome	Actions Required	Responsibility	Timing	Key Performance Indicators
1 Program Level GESI Mainstreaming <i>MoE economic, fiscal, national & sector plans & budgets are GESI-sensitive & responsive</i>	GESI analysis, intervention and performance measures are progressively mainstreamed in economic, fiscal and sector plans and budgets, leading to improved outcomes for vulnerable and marginalized groups	1.1 GESI Audit of MoE approach to core economic and fiscal work conducted for baseline and action planning	Fiscal Policy, Research and Analysis Division with assistance from selected development partner	4 th quarter 2021 (new financial year)	1.1.1 Results of GESI Audit disclosed to MoE Heads of Division 1.1.2 Audit findings incorporated in GESI Policy Action Plans for 2022-2023 and beyond.
		1.2 GESI is prioritized in the <i>MoE Strategic Plan 2021-2024</i> and requirements incorporated in successive annual <i>MoE GESI Action Plans</i>	Administrative Division	1 st quarter 2021	1.2.1 Strategic Plan is GESI inclusive and linked to GESI Action Plans 1.2.2 Annual report on implementation of SP includes GESI data
		1.3 Three-year GRB Work Plan developed to support and expand current GRB work, including other sectors and vulnerabilities	Budget and Planning Division (in collaboration with MWCPA and targeted ministries/SOEs)	1 st quarter 2021	1.3.1 GRB 2021 Work Plan endorsed by MoE and other respective Government agencies. 1.3.2 Annual report on results of GRB Work Plan published and disclosed
		1.4 GESI-related initiatives are captured in Economic and Fiscal Updates and Annual Budget	Fiscal Research and Analysis Division	2 nd quarter 2021	1.4.1 Economic and Fiscal Updates and Annual Budget Supplements

GESI POLICY ACTION PLAN 2021-2022

GESI POLICY ACTION PLAN 2021-2022					
Focus Area & Objectives	Expected Outcome	Actions Required	Responsibility	Timing	Key Performance Indicators
		Supplements and communicated to stakeholders			show increased focus on GESI from 2019 baseline
2 Operational Level GESI Mainstreaming <i>MoE operational policies, regulations guidelines and facilities are GESI-sensitive & responsive</i>	GESI is progressively integrated across all MoE systems and work processes leading to increased awareness and responsiveness to the needs of vulnerable groups and improved access for people with disabilities	2.1 GESI Audit of MoE policies, regulations, guidelines & facilities conducted as baseline	Administration Division	2 nd quarter 2021	2.1.1 Results of GESI Audit of Operational Systems and recommendations share with MoE Heads of Division. 2.1.2 Priority tasks included in 2022-2023 GESI Action Plan
		2.2 GESI goals, activities and KPIs are incorporated in Divisional Costed Operational Plans	Respective Divisions within MoE but overseen by Administration Division	2 nd quarter 2021	2.2.1 Annual COPS for each division identify GESI actions & indicators
		2.3 Include GESI Risk Assessment in Annual Audit Plan	IAGG Division	2 nd quarter 2021	2.3.1 Annual Audit Plans include GESI risk analysis and mitigation measures
		2.4 GESI-sensitive Occupational Health and Safety (OHS) Policy developed, endorsed, actioned and reviewed; all MoE employees trained	Administration Division	3 rd quarter 2021 (new financial year)	2.4.1 OHS Policy endorsed and being implemented 2.4.2 Training records and evaluation results
		2.5 Sexual Harassment Policy developed (including separate SEAH Grievance Redress	Administration Division	3 rd quarter 2021 (new	2.5.1 SEAH Policy endorsed and being implemented

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Focus Area & Objectives	Expected Outcome	Actions Required	Responsibility	Timing	Key Performance Indicators	
		Mechanism), endorsed, actioned; all employees trained		financial year)	2.5.2 SEAH Grievance Redress Mechanism in place	
		2.6 Develop and maintain a register of GESI-related complaints, actions taken and outcomes	Administration Division	3 rd quarter 2021 (new financial year)	2.6.1 GESI Complaints Registry established & operational	
		2.7 MoE premises are modified to enable access for people in wheelchairs (in compliance with the CDRC) & dedicated disability parking area created	Administration Division	4 th quarter 2021 (new financial year)	2.7.1 Reasonable adjustments are made to MoE facilities, including parking area	
		2.8 Consider “family-friendly” workplace options, with due consideration to civil service guidelines and potential liability issues, for potential implementation at management discretion	Administration Division	3 rd quarter 2021 (new financial year)	2.8.1 Concept paper on family-friendly workplace options reviewed by senior management	
3	GESI-Responsive Projects <i>MoE climate and construction projects are GESI-sensitive and responsive and comply with GCF</i>	MoE administered projects are based on comprehensive GESI analysis; adhere to human rights, “do-no-harm” & “leave-no-one behind” principles; give	3.1 Create a clear process map entailing project inception, design, implementation and monitoring & evaluation and identify where and how GESI Policy will be applied.	Climate Change and International Cooperation Division and Construction Implementation Unit in collaboration with Budget and	2 nd quarter 2021	3.1.1 Project process map developed 3.1.2 GESI Policy interventions in process map identified after consultation with MWCPA (for guidance)

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Focus Area & Objectives	Expected Outcome	Actions Required	Responsibility	Timing	Key Performance Indicators
<i>and other donor partners' safeguard requirements</i>	precedence to meeting the needs of the most vulnerable and lead to positive change		Planning Division.		
		3.2 Develop a comprehensive GESI Mainstreaming Checklist for climate and construction projects directly administered by the MoE or in which MoE is an Implementing Entity for third party funds i.e. external donor funds.	CCICD and CIU in collaboration with Budget and Planning Division.	2 nd quarter 2021	3.2.1 Comprehensive GESI Mainstreaming Checklist developed and being utilised. 3.2.2 Staff from all three responsible Divisions trained and familiarized with the GESI Mainstreaming Checklist
		3.3 Establish a pipeline of projects from the National Budget and ODA project list that are expected to require GESI mainstreaming.	CCICD and CIU in collaboration with Budget and Planning Division.	3 rd quarter 2021 (new financial year)	3.3.1 Pipeline of potential projects requiring GESI mainstreaming identified.
		3.4 Establish a clear understanding of how the GESI monitoring & evaluation data will feed broader 5-Year and 20-Year National Development Plan and SDG reporting.	CCICD and CIU in collaboration with Budget and Planning Division.	3 rd quarter 2021 (new financial year)	3.1.3 GESI Monitoring & evaluation relationship between 5-Year and 20-Year National Development Plan and SDGs clearly established. 3.1.4 Relationship in 3.4.1 clearly documented as update to this Policy or included in the documentation structure

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Focus Area & Objectives	Expected Outcome	Actions Required	Responsibility	Timing	Key Performance Indicators	
						of the Sustainable Development Coordination Committee.
4 Partnerships, Participation & Representation <i>MoE has effective GESI partnerships and engagement processes</i>	GESI partnerships support MoE efforts to address systemic barriers to equity and inclusion and promote meaningful engagement of women & PWD in policy-making, development planning and budgeting	4.1 Formalize partnership arrangements with organisations involved with implementation of this Policy such as the MWCSO, line ministries conducting GRB work, training entities, civil society organisations etc.	Budget and Planning Division	By 2 nd quarter	4.1.1 Partnership arrangements detailed in MoUs or LoAs including areas of responsibility, timeframes, outputs, expected outcomes and resources	
		4.2 Increase the number of women on State Owned Enterprises (SOE) Board of Directors by conducting a targeted female recruitment training & mentoring program to redress the current gender imbalance	Department of Public Enterprises	By 2 nd quarter 2021	4.2.1 Percentage increase in number of women on SOE Boards from baseline	
5 Evidence-Based Programming <i>MoE ensures SAAD data is used to inform national & sector policies, plans, budgets and services</i>	MoE plays a lead role in improving the collection and analysis of SAAD (sex, area, age and disability) data to better inform national and sectoral planning, budgeting and	5.1 Conduct SAAD data audit to identify GESI information gaps in MoE planning, budgeting and reporting	Fiscal Research and Analysis Division	By 2 nd quarter 2021	5.1.1 SAAD Data Audit identifies GESI information gaps and strategies to improve analytical programming	
		5.2 Based on results of data audit, develop and implement a strategy to improve routine collection & analysis of GESI information	Fiscal Research and Analysis Division	By 4 th quarter 2021 (new financial year)	5.2.1 Increased SAAD data available and used to inform policies, plans and budgets	

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Focus Area & Objectives	Expected Outcome	Actions Required	Responsibility	Timing	Key Performance Indicators
	monitoring & evaluation				
		5.3 Provide data templates and training to MoE staff responsible for GESI analyses	Fiscal Research and Analysis Division	By 4 th quarter 2021 (new financial year)	5.3.1 MoE staff trained on GESI data management & MoE planning & reporting formats amended to include GESI data
6 Organisational Culture, Capacity & Commitment <i>MoE models a GESI sensitive & transformational culture and staff demonstrate knowledge, capacity, leadership and commitment to GESI outcomes.</i>	MoE staff have increased knowledge and capacity to achieve GESI outcomes as a result of customized training and mentoring support	6.1 Ensure Annual MoE Training Needs Analysis (TNA) and Annual Training Plan (ATP) are inclusive of GESI	Administration Division: HR Unit	Annually	6.1.1 TNA identifies specific GESI learning needs and ATP sets out responsive learning strategy
		6.2 Based on results of TNA, provide relevant and ongoing GESI training to MoE staff, including mandatory GESI orientation session and leadership	Administration Division: HR Unit	Ongoing	6.2.1 # of people trained in GESI per annum and results of training evaluations
		6.3 Ensure all MoE staff training opportunities are gender balanced	Administration Division: HR Unit	Ongoing	6.3.1 # of male and female MoE staff trained in all areas is equitable
		6.4 Ensure monthly training reports prepared for MoE management are sex disaggregated	Administration Division: HR Unit	Monthly	6.4.1 Monthly training reports provide gender disaggregated participant data

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		6.5 Ensure MoE staff selection panels are gender balanced	Administration Division: HR Unit	Ongoing	6.5.1 100% of staff selection panels include women and men
		6.6 Extend GESI training opportunities to SOE staff, with emphasis on leadership training for women	Department of Public Enterprises	Ongoing	6.6.1 # of SOE male and female staff who receive GESI training per annum and results of training evaluations