

# **Gender Equality Action Plan of .....Municipality for 2018 (Draft)**

The Action Plan for the implementation of the local gender policy is based on the Constitution of Georgia; the Law on Gender Equality, the Local Self-Government Code, the Action Plan of the Law of Georgia on Elimination of Domestic Violence, Protection and Support of Victims of Domestic Violence; the International Convention on Human Rights and local legislation. It is based on the visions and approaches envisaged by international obligations of the state and determines local municipalities' measures to support gender equality. It is based on the results of discussion with general public, and serves the implementation of the obligations imposed on local government by the state.

The plan defines priorities of the local policy with regard to women and men, the overall strategy and tactics of equal treatment for other civil groups and aims to equal exercise of their rights and freedoms.

The plan is the basis for gender development programme activities and ensures the implementation of mechanisms for social partnership of local authorities, civil society institutions and ordinary citizens.

The document is based on the principle that ensuring equal female and male participation in political, economic, social and cultural life, the introduction of gender approaches and the provision of services that meet the needs of civil society groups should be the main goal of the local gender policy.

The draft Action Plan is based on the recommendations of qualified non-governmental organizations, including the strategic guidance "Gender mainstreaming in municipalities", developed by Fund "Sukhumi".

## **According to the draft, the objectives of the local gender policy are:**

1. Ensuring equal participation of women and men, other social groups in all stages of municipal governance;
2. Ensuring gender equality in the social, economic and political spheres;
3. Ensuring equal access to social security and health care;
4. Reducing gender-based violence;
5. Ensuring the implementation of the principles of gender budget

**The Gender Equality Action Plan contributes to:**

- a) the full involvement of women and men in local processes and, accordingly, the full utilization of human resources in parallel with the fair distribution of budgetary resources;
- b) real equal accessibility of self-government for women and men, representatives of various social groups (youth, persons with disabilities, internally displaced people, ethnic minorities, etc.)

The Action Plan for the implementation of the local gender policy should be at least for one-year period. It determines the units responsible for its implementation and necessary budget resources.

The Plan will be submitted to the Sakrebulo of municipality after discussion by various municipal services and community groups.

**Gender Equality Action Plan of .....Municipality  
for 2018 .....  
(Draft)**

**1. Implementation of local gender policy**

*Goal: Development of a strategy for gender equality policy at the local level and facilitation of its implementation*

Objectives	Activities	Indicators	Responsible parties	Timeline	Source of funding	
					Local budget	Donor organizations
<b>1.1. Elaboration of the Gender Equality Action Plan by the Gender Equality Council</b>	1.1.1. Conducting working meetings and elaboration of the draft Action Plan in cooperation with different services and society.	- minimum one-year Action Plan approved by the Sakrebulo	Gender Equality Council			
<b>1.2. Creation of a system of gender education. Introduction of gender budgeting principles</b>	1.2.1. Providing trainings on gender budgeting for the relevant self-government units  1.2.2. Obtaining experience on gender budgeting in the frames of study visits to other countries	- number of the participants of the training on gender budgeting  - number of civil servants, who shared experiences of other countries  - raised gender competence and gender sensitivity of self-government members	Local self-government  Partner NGOs			

		- number of trainings on gender budgeting				
<b>1.3. Reduction of gender discrimination and gender based violence</b>	1.3.1. Conducting trainings on protection mechanisms against domestic violence, work with families under risk to raise gender competence of the Municipality personnel	<ul style="list-style-type: none"> <li>- number of activities carried out for head of administrative units, specialists of services and others on prevention of violence and protection of victims</li> <li>- provision of the relevant service to victim</li> <li>- victim protection programmes are included in the budget</li> </ul>	Local self-government  Partner NGOs			
<b>1.4. Reflection of gender equality issues in policy papers, normative acts of local government</b>	1.4.1. Harmonization of the documents of local authorities with relation to the issues considered by the gender legislation	<ul style="list-style-type: none"> <li>- gender issues have been reflected in a priority document of the municipality, description of duties of civil servants, rule of social aid, and programmes</li> <li>- re-developed internal regulations and job descriptions, including job description of the head of administrative units</li> </ul>	Members of the gender Equality Council with participating agencies of the Referral Mechanism			
<b>1.5. Consideration of gender equality and anti-discrimination principles</b>	1.5.1. Considering gender issues in certification issues	- number of civil society organization involved in the Personnel Selection	Local self-government  Partner NGOs			

<b>in the process of human resource selection in the municipal agencies</b>		Board				
<b>1.6. Promotion of women's participation in decision making</b>	1.6.1. Analysis of women's presence at high positions and identifying obstacles	<ul style="list-style-type: none"> <li>- elaborated recommendations submitted to the relevant agencies</li> <li>- results of analysis, identified risk factors</li> <li>- planned activities</li> </ul>	Interested NGOs  Gender Equality Council  Sakrebulo  City hall  NGOs  Sector experts			
<b>1.7. Reflection of gender aspects meeting the needs of beneficiaries in the process of budgeting.</b>	1.7.1. Conducting trainings for specialists of services on methods of needs assessment and monitoring  1.7.2. Conducting survey to identify the needs of beneficiaries  1.7.3. Creating working groups and elaborating gender programmes, inclusion of activities on victims' protection in the budget  1.7.4. Analysis of the	<ul style="list-style-type: none"> <li>- the number of specialists who were delivered trainings and received relevant skills</li> <li>- the report on needs assessment</li> <li>- gender programme initiatives and recommendations documents have been taken into account in programmes developed by the local budget</li> <li>- gender parameters have</li> </ul>	Agencies that spend the local budget  Gender Equality Council  Gender service/advisor of the municipality  Experts' groups  Active civic groups  Partner qualified NGOs			

	<p>benefits brought to beneficiaries and the summarizing the results</p> <p>1.7.5. Submitting proposals for the budget to the Sakrebulo of the Municipality</p> <p>1.7.6. Gender analysis of the budget and preparing recommendations</p>	<p>been taken into account in the priorities and programmes of 2018-2020</p> <ul style="list-style-type: none"> <li>- conclusions of monitoring</li> <li>- the number of new budget programmes meeting better the needs</li> <li>- document of budget changes</li> <li>- the document of gender analysis of the budget has been reflected in the 2019-? document of priorities</li> </ul>				
<p><b>1.8. Development of the Institute of gender adviser established in executive and legislative authority and ensuring its legal capacity</b></p>	<p>1.8.1. Defining the rights and responsibilities of gender advisors, specific instructions, defining forms of accountability</p> <p>1.8.2. Supporting initiatives of the gender advisor</p> <p>1.8.3. Encouraging different educational programs of the gender advisers</p>	<ul style="list-style-type: none"> <li>- position of Gender Advisor is busy</li> <li>- number of Action Plans of Gender Advisor</li> <li>- number of prepared reports, including for the parliamentary Gender Equality Council, Office of the Ombudsman, Ministry of regional development and Infrastructure</li> </ul>	<p>City hall</p> <p>Gender Equality Council in cooperation with the parliamentary Gender Equality Council, Ministry of regional development and Infrastructure. Office of the Ombudsman</p> <p>Partner local and international NGOs</p>			

		<ul style="list-style-type: none"> <li>- number of innovations introduced by gender Advisor, including number of trainings</li> <li>- number of events organized by gender Advisor for the women in villages.</li> <li>- number of attendees</li> </ul>				
<b>1.9. Creation of a database of local gender statistics</b>	<p>1.9.1. Defining actors participating in data collection</p> <p>1.9.2. Allocating relevant personnel responsible for creating a database on the information received</p>	<ul style="list-style-type: none"> <li>- gender-segregated database of local programme users</li> <li>- the introduced practice of collecting and analyzing data, segregated by sex in municipality services</li> </ul>	<p>Local self-government</p> <p>Interested NGOs</p>			
<b>1.10. Institutional strengthening of the Gender Equality Council at the municipality Sakrebulo</b>	<p>1.10.1. Equal distribution of functions and responsibilities among the Council members</p> <p>1.10.2. Providing educational activities to improve the effectiveness of the Council</p> <p>1.10.3. Ensuring coverage of gender activities in the</p>	<ul style="list-style-type: none"> <li>- number of projects implemented on the initiative of the Council</li> <li>- number of meetings conducted in Schools</li> <li>- Initiatives implemented with Initiative groups in communities</li> <li>- number of trainings delivered for the</li> </ul>	<p>Local self-government of the Municipality</p> <p>Partner NGOs</p>			

	municipality media	<p>Council members</p> <ul style="list-style-type: none"> <li>-increased visibility of the Council</li> <li>-Availability of information about the Councils activity on the web-pages of the Municipality</li> </ul>				
<b>1.11. Gender mainstreaming in Public Service Reform</b>	1.11.1. Considering gender equality and anti-discrimination principles in the process of selection of human resource for municipality self-government agencies	<ul style="list-style-type: none"> <li>- relevant changes made in the regulations of Personnel Selection Board of the Municipality</li> <li>- gender Laws have been taken into account during interviews</li> <li>- local qualified NGOs and experts have been included to the Board</li> </ul>	Personnel Selection Board of the Municipality			
<b>1.12. Adjusting and monitoring of the Gender Equality Action Plan</b>	1.12.1. Monitoring of the Action Plan implementation	<ul style="list-style-type: none"> <li>- monitoring report</li> </ul>	<p>Gender Equality Council</p> <p>Qualified NGOs and experts</p>			



## 2. Healthcare and social protection

*Goal: Provision of municipal services with consideration of gender-sensitive needs*

Objectives	Activities	Indicators	Responsible parties	Timeline	Source of funding	
					Local budget	Donor organizations
2.1. Development and implementation of gender approaches of preschool education policy at the local level	2.1.1. Conducting trainings, inclusion of gender equality issues in retraining programmes for educators and other personnel to introduce gender aspects in pre-school education	<ul style="list-style-type: none"> <li>- re-training programme course agreed with NNLE – Union of pre-school Institutions and City hall</li> <li>- re-training programmes for personnel (speech therapist, psychologists, nurse)</li> </ul>	<ul style="list-style-type: none"> <li>NNLE – Union of kindergartens</li> <li>Local municipality City hall</li> <li>Sakrebulo</li> <li>Ministry of science and education</li> </ul>			
	2.1.2. Introducing summer groups, nursery groups, and extended day groups in kindergartens to support working mothers	<ul style="list-style-type: none"> <li>- number of conducted trainings</li> <li>- monitoring report</li> <li>- Elaborated policy paper</li> </ul>	<ul style="list-style-type: none"> <li>Non-governmental sector</li> <li>Gender equality Council</li> </ul>			
	2.1.3. Monitoring of existing standards in Georgia (education, nutrition, hygiene, infrastructure, etc.)	<ul style="list-style-type: none"> <li>- training with teachers of pre-school institutions</li> <li>- number of specific groups</li> <li>- number of beneficiaries who used this services</li> </ul>				
	2.1.4. Improving the infrastructure of pre-school institutions	<ul style="list-style-type: none"> <li>- funds allocated from the local budget to</li> </ul>				

		improve infrastructure of pre-school institutions - number of rehabilitated kindergartens				
<b>2.2. Promotion of gender equality in the field of general education</b>	2.2.1. Analysis of gender balance among school teachers  2.2.2. Stimulating the involvement of male teachers in schools  2.2.3. Organizing meetings in schools to increase consciousness	- report document  - improved educational environment in schools  - number of conducted meetings	Municipality  Education resource centre  Gender advisor			
<b>2.3. Ensure equal access to non-formal education for women and men</b>	2.3.1. Establishing an adult education and development centers / programmes	- established centres  - budgetary programmes of assistance to informal education	Local self-government and local NGOs, international donor organizations in cooperation with Ministries			
<b>2.4. Take care for the socialization of children dropped out from school. Social protection of young people left without guardianship of the state</b>	2.4.1. Studying of social conditions of pupils and the reasons of drop-out from schools  2.4.2. Eliminating the reasons preventing their return to school and social rehabilitation (provision of a voucher, involvement in different projects)	- number of adolescents - beneficiaries of Guardianship programmes  - number of issued vouchers  - number of introduced services	Self-government  Social Service Agency  Other stakeholders			

	2.4.3. Implementation of programmes for young people left without the state care					
<b>2.5. Gender mainstreaming in youth policy at the local level and promotion of its implementation</b>	<p>2.5.1. Introducing student internship programmes and protecting gender balance, ensuring equal use of the programmes for girls and boys</p> <p>2.5.2. Financing thematic projects on gender issues submitted to the Municipality Service for Education, Culture, Sports and Monument Protection</p>	<ul style="list-style-type: none"> <li>- number of girls and boys – programme beneficiaries</li> <li>- number of youth provided with jobs</li> <li>- number of financed projects</li> </ul>	<p>Local self-government</p> <p>Local educational institutions</p> <p>Private sector</p> <p>Gender Equality Council</p> <p>Local self-government and international donor organizations</p>			
<b>2.6. Raise awareness of the society on the principles of gender-based violence</b>	2.6.1. Participating in TV and radio programmes on gender equality issues, gender equality public campaigns, information clips, brochures, supporting print/online publications	<ul style="list-style-type: none"> <li>- raised awareness of population</li> <li>- number of conducted activities</li> <li>- number of printed brochures</li> </ul>	<p>Gender Equality Council</p> <p>Mass media</p> <p>Local and international community organizations</p>			
<b>2.7. Achieve high rates of women's representation in sports and mass physical activities</b>	<p>2.7.1. Assisting women's sports school</p> <p>2.7.2. Popularization of</p>	<ul style="list-style-type: none"> <li>- increased number of women in sports activities and increased rates of their sports</li> </ul>	Ministry of Sport and Youth Affairs of Georgia			

	<p>women's participation in sports and physical activities</p> <p>2.7.3 Attraction, motivation and involvement of specialists working in women's sport</p> <p>2.7.4. Campaigning for popularization of women's sport</p>	<p>results</p> <ul style="list-style-type: none"> <li>- allocated amount</li> <li>- number of sports activities</li> <li>- number of awarded young sportswomen</li> </ul>	<p>Self-government</p> <p>NNLE – Sports Union</p>			
<b>2.8. Increase gender consciousness of ethnic minorities and their local integration</b>	<p>2.8.1. Implementating programmes of learning the state Georgian language for these groups, promoting inter-cultural activities</p> <p>2.8.2. Providing ethnic minorities with gender issues – conversations on consequences of early marriages</p>	<ul style="list-style-type: none"> <li>- number of meetings/seminars</li> <li>- number of programme participants</li> </ul>	<p>City Hall services</p> <p>Volunteers</p> <p>Partner NGOs</p>			
<b>2.9. Strengthen economic capacities of women</b>	<p>2.9.1. Identifying needs and developing appropriate programmes (on the development of educational, practical skills) to increase women's participation in business activities,</p>	<ul style="list-style-type: none"> <li>- recommendations elaborated based on the research results</li> <li>- implemented programmes</li> </ul>	<p>City Hall</p> <p>Local stakeholder groups</p>			

<b>2.10. Socio-economic integration of environmental migrants and IDPs</b>	2.10.1. Elaborating economic development projects for internally displaced citizens (IDPs) and environmental migrants	- number of projects implemented for environmental migrants and IDPs	City Hall  Local stakeholder groups			
<b>2.11. Prevent gender-based violence in the family and assist the victim in case of domestic violence</b>	<p>2.11.1. Conducting a study to examine the situation of violence against women</p> <p>2.11.2. Preventive measures against violence against women and providing assistance to victim, including members of the Gender Equality Council and heads of administrative units</p> <p>2.11.3. Planning free of charge psychologist's consultations</p> <p>2.11.4. Providing victim of domestic violence with temporary housing (paying rent fee for an apartment)</p>	<p>- report on the research</p> <p>- report on carried out activities</p> <p>- number of provided consultations</p> <p>- number of victims provided with temporary dwelling</p> <p>- number of women-victims of gender based violence, whose condition improved as a result of provided services</p> <p>- measures for the protection of victims</p>	<p>Gender advisors</p> <p>Gender Equality Council</p> <p>Heads of territorial units in cooperation with NGOs, Social Service Agency, office of the Ombudsman, law enforcement agencies, (community police officer)</p>			

	<p>2.11.5. Raising awareness of the representatives of administrative units on protection mechanisms against domestic violence</p> <p>2.11.6. Working with families under risk of violence</p>	<p>- number of trainings delivered to representatives of administrative units Their raised capacities on protection mechanisms against violence</p> <p>- improved inter-structural communication</p> <p>-number of supported programmes</p>				
<p><b>2.12. Prevent socially dangerous diseases, awareness raising, promotion of healthy lifestyle</b></p>	<p>2.12.1. Involving relevant professionals in the monitoring of health of primary school children and of pre-school institutions</p> <p>2.12.2. Conducting of information campaign</p> <p>2.12.3. Supporting appropriate projects for the introduction of a healthy lifestyle</p>	<p>- conducted surveys for helminthiasis, identified surgical, orthopedic, ophthalmic, and endocrine diseases</p> <p>- reduced statistic of socially dangerous diseases</p> <p>- number of conducted campaigns</p> <p>- number of implemented projects</p>	<p>Local self-government</p> <p>Gender Equality Council</p> <p>Medical staff of the city</p> <p>Municipality</p> <p>Sector specialists</p> <p>Educational institutions</p> <p>Media</p>			

<b>2.13. Support people with special needs</b>	<p>2.13.1. Creating a special base for people with special needs</p> <p>2.13.2. Supporting relevant projects (ramps, “wet” areas for persons with disabilities, specific programs on gender needs)</p> <p>2.13.3. Improving programme criteria for the elderly</p>	<p>- raised personal and professional capacities of people with disabilities</p> <p>- number of implemented projects</p> <p>- monitoring materials of introduced programmes</p> <p>- number of programme participants and members of their families</p>	<p>Gender advisor</p> <p>Local NGOs</p> <p>Sakrebulo</p> <p>City Hall</p> <p>Social service agency</p>			
<b>2.14. Cooperation with NGOs working on gender equality issues</b>	<p>2.14.1. Supporting service provider organizations (introducing outsourcing practices, tenders for procurement of services) to improve social service</p> <p>2.14.2. Preparing budgetary programmes to encourage alternative ways of providing social services (for example, support of private kindergarten services)</p> <p>2.14.3. Periodic meetings on gender issues with organizations qualified in the field of gender</p>	<p>- number of local providers (NGOs, initiative groups), who participated in provision of services</p> <p>- number of grants provided to gender groups (women, people with disabilities, children/the elderly deprived of care, IDPs, mothers with many children, single parents etc.)</p> <p>- number of new introduced services</p>	<p>City Hall</p> <p>Gender advisor</p> <p>Local NGOs</p> <p>Local community groups</p>			

	equality and their involvement in the implementation of the strategy, action plan and budget monitoring	<ul style="list-style-type: none"> <li>- information about meetings</li> <li>- monitoring reports on the implementation of Action Plan</li> <li>- report on gender budget monitoring</li> </ul>				
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### 3. Citizens' participation

*Goal: Promotion of equal female and male participation in all spheres of life*

<b>3.1. Ensure gender balance in environmental decision-making</b>  <b>3.3. Mainstreaming gender issues in the transparency component and reporting responsibilities of self-government</b>	3.1.1. Promoting gender balance in the process of discussion of environment protection issues and participation in the relevant preventive events	<ul style="list-style-type: none"> <li>- Equal participation of women and men in the process</li> </ul>
<b>2.3. Support citizens' participation forms, provided by law</b>	2.3.1. Introducing electronic petitions  2.3.2. Introducing a reporting system of self-government services  2.3.3. Popularizing participatory budget	<ul style="list-style-type: none"> <li>- Number of submitted petitions</li> <li>- Consideration of gender markers in reports</li> <li>- Number of funded projects initiated by citizens</li> </ul>
<b>3.3. Gender mainstreaming in the component of transparency and accountability of self-government</b>	3.3.1. Systematic cooperation with media  3.3.2. Applying of Internet resources	<ul style="list-style-type: none"> <li>- Active facebook page of the Gender Equality Council</li> <li>- Availability of information on gender issues on the web-sites of Municipality</li> <li>- Number of meetings</li> <li>- Number of participants</li> </ul>



