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## Minutes of the Local Project Appraisal Committee (LPAC) meeting of the project- “Promoting Gender Accountability in the Private Sector in Rwanda”

**Venue:** Gender Monitoring Office (GMO)  
**Date:** 25/03/2019  
**Time:** 10.30 AM  
**Chair:** Ms. Rose Rwabuhiri, Chief Gender Monitor  
**Co-Chair:** Mr. Stephen Rodrigues, UNDP Resident Representative

**Agenda:**

- Opening remarks by the Co-chairs
- Presentation of the Project: Promoting Gender Accountability in the Private sector in Rwanda
- Presentation of Social and Environmental Screening
- Feedback from participants and adoption of the project document
- Closing remarks

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Agenda points	Key points
<p>1. Introduction by Co-Chairs</p>	<p>The LPAC meeting was chaired by the Chief Gender Monitor (CGM) Ms. Rose Rwabuhiri and Co-chaired by UNDP Resident Representative Mr. Stephen Rodrigues. In her opening remarks, the CGM thanked UNDP for its commitment and support towards gender equality and women's empowerment in Rwanda, especially through the gender equality seal initiative which aims at closing persisting gender gaps at the work place. She also mentioned that the Gender Monitoring Office has elaborated its strategic plan which also outlines strategic directions to achieve gender equality both in public, private Sector, Faith Based Organizations and the Civil Society. The chair conveyed MINECOFIN's representative apologies for not attending the LPAC meeting. She informed the meeting that MINECOFIN representative had shared his comments on the project document.</p> <p>Mr. Stephen Rodrigues commended GMO for hosting the LPAC meeting and for the continued good collaboration in promoting gender equality in the private sector. He thanked GMO for considering the gender equality seal as an important tool for gender accountability in the private sector and reiterated UNDP's commitment to this initiative. In his remarks, he also thanked the Private Sector Federation for their active role in the new initiative and for mobilizing companies to engage actively in this process. He mentioned that the project document is fully aligned to the National Strategy for Transformation and the GMO five-year strategic plan as well as the gender mainstreaming strategy in the private sector. It is also consistent with the United Nations Development Assistance Plan (UNDAP), the UNDP Country Program Document (CPD) which aims at advancing gender equality and women's economic empowerment and promoting accountability. He noted that the project on gender accountability in the private sector will help to move the gender equality agenda forward while increasing productivity and profitability for participating companies.</p> <p>The co-chairs informed the meeting that some activities of the "<b>promoting gender accountability in the private sector</b>" project had started to be implemented from January 2019</p>



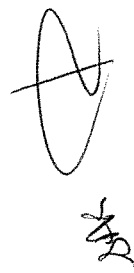
<p><b>2. Presentation of the Project document</b></p>	<ul style="list-style-type: none"> <li>✓ The presentation of the project document (here attached) highlighted the main development challenges to be addressed which include gender pay gaps, very low number of women in the workforce for some sectors such as Mining and Transport, sexual harassment at the workplace, low representation of women in decision-making positions and the small proportion of women business owners.</li> <li>✓ The project is in line with global, regional and national frameworks and priorities including: the National Strategy for Transformation (NST1), GMO strategic plan 2017-2022, private sector gender mainstreaming strategy, Sustainable Development Goals (particularly SDG5), UNDP, UNDP Strategic plan 2018-2021 and the Convention on the Elimination of all forms of discrimination against women (CEDAW).</li> <li>✓ The project strategy hinges on three outputs: Capacities of private sector companies and participating public institutions are enhanced to implement the gender equality seal initiative; national capacities to promote gender accountability and mainstreaming in the private sector enhanced and research and assessments conducted to generate data for evidence-based advocacy on gender accountability in the private sector</li> <li>✓ The project will be implemented within the following framework: <ul style="list-style-type: none"> <li>• Implementing Partners: GMO and PSF</li> <li>• Key stakeholders: The National Gender Machinery institutions, the Ministry of Finance and Economic Planning (MINECOFIN), the Ministry of Trade and Industry (MINICOM) and the Ministry of Public Service and Labour ( MIFOTRA)</li> <li>• Development partners: UNDP and UN Women</li> </ul> </li> </ul> <p>Key expected results:</p> <ul style="list-style-type: none"> <li>✓ At least 50 private companies and public institutions implementing gender equality action plans</li> </ul>
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	<p>by June 2023</p> <ul style="list-style-type: none"> <li>✓ By June 2023, at least 30 private companies and public institutions will be certified with Bronze, Silver or Gold seals.</li> <li>✓ At least 120 managers, members of the gender equality committees and PSF members will be equipped with knowledge on gender equality and skills in gender analysis</li> <li>✓ At least 30 companies and public institutions will integrate gender equality principles in their processes and procedures</li> <li>✓ Advocacy on promoting gender accountability in the private sector will be informed by evidence-based assessments</li> </ul> <p>After the presentation of the project document, participants reviewed the Social and Environmental Screening (SES) indicators and concluded that gender, human rights and environmental sustainability had been well mainstreamed in the document.</p>	
<p><b>3. Feedback from participants and adoption of the project document</b></p>	<ul style="list-style-type: none"> <li>✓ Participants were informed that the communication for results budget was separated from project management segment as opposed to what is mentioned in the shared program document.</li> <li>✓ The meeting was also informed that MINECOFIN will sign the project document basing on the available resources. If additional resources are mobilised, an addendum to the project document will be signed by relevant stakeholders.</li> <li>✓ The meeting recommended to add an activity related to the establishment of a certification framework.</li> <li>✓ Participants expressed their concerns on potential duplication with similar gender accountability initiatives supported by other development partners within public institutions. The meeting stressed the importance of having public sector institutions participating in the gender equality seal initiative considering their role in influencing policies, laws and their contribution in the establishment of a gender accountability system for the private sector. The Chair of the meeting added that synergies and complementarity with other related interventions in both public and private sector will be ensured during project implementation to avoid potential duplications.</li> <li>✓ The meeting recommended that all members of the project steering committee should be clearly mentioned including PSF and UN Women.</li> </ul>	

<ul style="list-style-type: none"> <li>✓ The meeting advised to streamline the activities under HeForShe commitments by the private sector.</li> <li>✓ After review of the results framework, partners agreed to improve the result framework to focus more on how the project will address the gender gaps and the impact.</li> <li>✓ Participants suggested to replace the “Project board” with the “Project Steering Committee”</li> <li>✓ The meeting was informed that UNDP will share the Risk Log with mitigating strategies and that it is usually reviewed by the technical team on a quarterly basis. The Risk Log will be annexed to the project document</li> <li>✓ A suggestion was given to include opportunities in the development challenge section of the project document. Such opportunities include: NST1, gender mainstreaming strategy for the private sector, public private partnerships and youth empowerment.</li> <li>✓ The meeting strongly recommended to include Gender Accountability systems as one of key expected result of the project.</li> <li>✓ UNWOMEN agreed to share the report of the previous GMO HACT Assessment.</li> </ul>	
<p><b>4. Closing remarks</b></p> <p>In her closing remarks, the Chair of the LPAC meeting thanked participants for their contributions and asked the technical team to share the revised document together with the LPAC minutes for signature by Tuesday 26<sup>th</sup> March 2019.</p> <p>The LPAC approved the project document subject to the integration of the recommended changes.</p>	


**List of Participants to the LPAC meeting:**

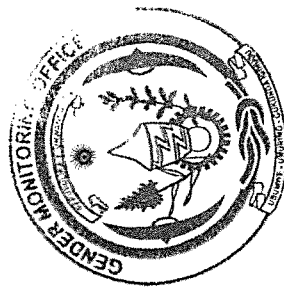
No	Name	Sex	Position	Institution
1	Nyirabasindi Esparence	F	GBV Monitoring and Analysis Officer	Gender Monitoring Office
2	Nadine Umutoni Rugwe	F	Head of Governance Unit	United Nations Development Programme
3	Happy Grace	F	Director of Administration and Finance	Gender Monitoring Office




4	Ingabire Jeanne Françoise	F	Monitoring and Evaluation Specialist	Ministry of Trade and Industry
5	Murekatete Clemence	F	Head of Employment and Labor	Private Sector Federation
6	Kabera Jean Paul	M	Deputy Chief Gender Monitor	Gender Monitoring Office
7	Asimwe Rebecca	F	Director of Monitoring Gender Mainstreaming and Analysis unit	Gender Monitoring Office
8	Rose Rwabuhiri	F	Chief Gender Monitor	Gender Monitoring Office
9	Stephen Rodrigues	M	Resident Representative	United Nations Development Programme
10	Gedeon Bahimbayandi	M	Acting Director, Women Economic Empowerment Unit	Ministry of Gender and Family Promotion
11	Kayiranga Jean de Dieu	M	Program Analyst	United Nations Development Programme
12	Chantal Mutavu	F	Program associate	United Nations Development Programme
13	Uwantege Emma Carine	F	Programme coordinator-Ending violence against women programme	UN Women
14	Muhirwa Zephy	M	Gender equality seal consultant	Gender Monitoring Office

Signatures by LPAC meeting chair and co-chair:

  
**Rose Rwabuhiri**  
**Chief Gender Monitor-GMO**



  
**Stephen Rodrigues**  
**Resident Representative-UNDP**

