

Gender Action Plan of the Secretariat of the Basel, Rotterdam and Stockholm conventions (BRS-GAP)

Updated in March 2019

1. INTRODUCTION

Mainstreaming from a gender perspective is the process of assessing the implications for women and men of any planned action, such as the introduction of legal and policy measures or programmes, and to promote gender-neutral procedures and approaches. “Gender mainstreaming” has been defined by the United Nations Economic and Social Council as ‘a strategy for making women’s as well as men’s concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of the policies and programmes in all political, economic and societal spheres so that women and men benefit equally and inequality is not perpetuated’.¹

2. MANDATE

The Basel, Rotterdam and Stockholm (BRS) conventions, and pertinent decisions of the respective Conventions’ bodies, make reference to gender issues at various points. Gender is relevant in the composition of the conventions’ bodies, such as in the appointment of experts to the subsidiary bodies of the Rotterdam and Stockholm Conventions.² Gender issues related to the implementation of the conventions have also been discussed and taken into account by the Conferences of the Parties, particularly the impact of poor management of hazardous chemicals and wastes on vulnerable groups such as women and young children³. This is reflected in decisions

¹ “Equality between women and men (gender equality) refers to the equal rights, responsibilities and opportunities of women and men and girls and boys. Equality does not mean that women and men will become the same but that women’s and men’s rights, responsibilities and opportunities will not depend on whether they are born male or female. Gender equality implies that the interests, needs and priorities of both women and men are taken into consideration, recognizing the diversity of different groups of women and men. Gender equality is not a women’s issue but should concern and fully engage men as well as women. Equality between women and men is seen both as a human rights issue and as a precondition for, and indicator of, sustainable people-centred development.” Source: www.un.org/womenwatch/osagi/conceptsanddefinitions.htm.

² Article 18, paragraph 6(a), Rotterdam Convention; Article 19 paragraph 6(a) of the Stockholm Convention as elaborated within Annex to the decision SC-1/72.

³ For example, monitoring activities under the Stockholm Convention Global Monitoring Plan include bio-monitoring of human milk for persistent organic pollutants: <http://chm.pops.int/Implementation/GlobalMonitoringPlan/MonitoringActivities/tabid/181/Default.aspx>; Paragraph 4 of the Bali Declaration on Waste Management for Human Health and Livelihood states that: “We are convinced that full and effective action to implement the Basel Convention will contribute to the achievement of sustainable development, notably internationally agreed development goals, including those contained in the United Nations Millennium Declaration, through waste prevention and minimization, the control of transboundary movements of hazardous wastes and safe and environmentally sound management of waste. In this way, progress can be made in the area of poverty eradication, health, education, gender equality, environmental sustainability and the global partnership for development” <http://www.basel.int/Portals/4/Basel%20Convention/docs/meetings/cop/cop9/bali-declaration/BaliDeclaration.pdf>.

of the Conferences of the Parties⁴, meeting reports⁵, as well as in certain guidance documents⁶, declarations and statements issued by the Parties⁷.

Recognising the need to promote gender equality both within the Secretariat and externally, in line with applicable United Nations and UN Environment Programme (UNEP) rules, regulations, and policies on gender, in July 2012 the Executive Secretary established the BRS Gender Task Team to develop targets and an approach to gender mainstreaming within the BRS Secretariat. The BRS Gender Task Team was also to liaise with the UNEP Gender Task Team established in July 2012 by the Executive Director of UNEP to deal with a range of policy issues and recommend strategic direction for the UNEP Gender Programme.

The importance of gender mainstreaming in the activities and structure of the Secretariat as part of achieving the objective of its long-term sustainability was also included in the Executive Secretary's proposal for the modification of the organization of the Basel Convention Secretariat, the Stockholm Convention Secretariat and the UNEP part of the Rotterdam Convention Secretariat⁸. The Conferences of the Parties, in their resulting omnibus decisions on enhancing cooperation and coordination among the Basel, Rotterdam and Stockholm conventions, took note of the Executive Secretary's intention to include a report on the gender balance of the Secretariat and actions to improve it at all levels. These decisions requested the Executive Secretary to ensure that the reports listed in paragraphs 31 - 32 of those decisions are linked to biennial and annual work plans.⁹

The BRS Gender Task Team was subsequently tasked with developing the BRS Gender Action Plan (BRS-GAP), including a vision, a list of expected short, medium and long-term goals, and monitoring and reporting plans. This was to be a basis for ensuring the accountability of the Executive Secretary in implementing gender equality with respect to the Secretariat's internal operations as well as the programmatic mainstreaming of gender issues in all secretariat-executed activities, projects and programmes. A Drafting Group was established in April 2013 to develop the BRS-GAP which was finalized and adopted by BRS senior management in December 2013.

At the Conferences of the Parties to the BRS conventions in May 2015, the Secretariat provided to the Parties an information [document](#)¹⁰ on mainstreaming gender within the Secretariat and on programmatic mainstreaming of gender issues in Secretariat training activities, projects and programmes. The Secretariat highlighted that, in order to mainstream gender in the Secretariat, it was also taking into consideration the approaches followed under other [multilateral environmental agreements](#). In decisions BC-12/25, RC-7/15 and SC-7/33, the Parties requested the Executive

⁴ The 2017 conferences of the Parties to the Basel, Rotterdam and Stockholm conventions adopted the first gender-specific decisions on gender mainstreaming (decisions BC-13/20, RC-8/13 and SC-8/23).

⁵ See meeting reports of the conferences of the Parties, available on the websites of the conventions.

⁶ "The objective of developing an incident reporting system is to identify incidents of acute human health effects related to pesticide exposure. The system may be designed to identify high risk groups or to better understand the risks for vulnerable groups, e.g. children, pregnant women, landless agricultural workers". Developing a pesticide incident reporting system, SHPF Kit: Guidance on monitoring and reporting pesticide poisoning incidents related to severely hazardous pesticide formulations: <http://www.pic.int/Implementation/SeverelyHazardousPesticideFormulations/SHPFKit/Developingapesticideincidentreportingsystem/tabid/3123/language/en-US/Default.aspx>.

⁷ For example, Bali Declaration on Waste Management and Human Health

<http://www.basel.int/Portals/4/Basel%20Convention/docs/meetings/cop/cop9/bali-declaration/BaliDeclaration.pdf>;

Ministerial statement on partnerships for meeting the global waste challenge (Annex V, document UNEP/CHW.7/33; http://www.basel.int/Portals/4/Basel%20Convention/docs/meetings/cop/cop7/cop7_ministerial_dec.pdf).

⁸ Document UNEP/FAO/CHW/RC/POPS/EXCOPS.2/2/Add.2.

⁹ Document UNEP/FAO/CHW/RC/POPS/EXCOPS.2/4, Annex I, Section VI: Transparency and Accountability.

¹⁰ UNEP/CHW.12/INF/49, UNEP/FAO/RC/COP.7/INF/33, UNEP/POPS/COP.7/INF/54.

Secretary to include a section on the implementation of the gender action plan in the next report on joint and convention-specific activities.

The 2017 conferences of the Parties to the BRS conventions adopted the first gender-specific decisions on gender mainstreaming. Decisions BC-13/20, RC-8/13 and SC-8/23 welcomed the Gender Action Plan of the BRS Secretariat, requested the Secretariat to continue its efforts in respect of gender mainstreaming in its activities, projects and programmes and recognised that efforts are still needed to ensure that women and men from all Parties are equally involved in the implementation of the three conventions, are represented in their bodies and processes and thus inform and participate in decision making on gender-responsive hazardous chemicals and wastes policies.

3. VISION

Gender equality is an integral part of the implementation of the Basel, Rotterdam and Stockholm conventions, including the Secretariat activities

The BRS-GAP provides the blueprint for actions to promote gender equality within the Secretariat and gender mainstreaming in its programme of work and activities, including those undertaken in partnership with other stakeholders. The ultimate goal is to incorporate gender equality into achieving the common objective of the conventions, namely protecting human health and the environment. It is also hoped that the BRS-GAP will lead to a greater recognition of the links between gender, poverty and hazardous chemicals and wastes.

4. OBJECTIVES

The BRS-GAP's vision aims to ensure that the principles of gender equality are firmly embedded in the activities undertaken by the BRS Secretariat. Achieving the vision of the BRS-GAP means pursuing the following actions:

- Developing an understanding amongst and support from BRS staff on the issue of gender equality, particularly in the context of BRS operations and activities;
- Developing a baseline on gender-related issues and measuring progress in achieving GAP objectives and implementing activities;
- Ensuring that the Secretariat's programmes and projects are planned and implemented from a gender equality perspective;
- Promoting consideration of gender issues in hazardous chemicals and wastes management at the national and regional levels;
- Supporting staff in achieving a sustainable work-life balance.

5. PROPOSED ACTIONS

The proposed actions aim to establish a framework on gender mainstreaming enabling the Secretariat to assess whether its activities impact men and women differently and if so, to suggest actions as to how to rectify such situations.

The updated plan¹¹ identifies actions to be implemented in the short to medium-term that have a catalysing effect, which compounds the impacts to be achieved in the long term. It is expected that the actions will contribute to the achievement of the long-term objectives and vision of the BRS-GAP.

The BRS-GAP is to be reviewed and periodically updated to review its objectives, assess any achievements and to propose new actions, as appropriate.

The actions in the BRS-GAP are divided into the following categories (for details see table below):

- I. BRS gender mainstreaming activities within the Secretariat**
 - A. Baseline of gender-related issues within the Secretariat
 - B. Communication of BRS-GAP and other gender-related information to BRS staff, Parties and partners
 - C. Training and skill development on gender-related issues
 - D. Gender equality in human resources management
 - E. Secretariat staffing
 - F. Promotion of gender equality through the Standard Operating Procedures (SOPs) of the Secretariat
 - G. Monitoring and reporting on mainstreaming activities within the Secretariat
- II. Implementing gender mainstreaming activities with partners**
 - A. Baseline of gender-related issues in projects and programmes
 - B. Gender components in the Secretariats' projects and programmes
 - C. Awareness-raising and outreach
 - D. Capacity-building through pilot projects
 - E. Conferences of the Parties and meetings of subsidiary bodies
 - F. Cooperation with other partners on gender related activities
 - G. Monitoring and reporting on projects and programmes

¹¹ The plan was initially developed in 2013 and subsequently updated in September 2016 and March 2019.

TABLE: BRS-GAP ACTIONS

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
I. BRS gender mainstreaming activities within the Secretariat									
I. A. Baseline of gender-related issues within the Secretariat									
OBJECTIVE	Establish a Secretariat internal baseline on gender issues using both qualitative and quantitative indicators								
Activities	1. Identify the indicators (key issues) to be included in the baseline	Keys issues that assist in understanding the status quo regarding gender issues identified	Indicators are available	Short-term	Information is available on the indicators identified	Gender Task Team	Cost-neutral (staff costs only)	Done	UNEP/CHW.12/INF/49 UNEP/FAO/RC/COP.7/INF/33 UNEP/POPS/CO P.7/INF/54
	2. Compile the Secretariat internal baseline information and develop the report	Statistics are compiled about the status quo on key issues such as gender equality in the demographics of the Secretariat	Baseline report to be produced	Short-term	Information is available on the indicators identified	Gender Task Team	Cost-neutral (staff costs only)	Done	UNEP/CHW.12/INF/49 UNEP/FAO/RC/COP.7/INF/33 UNEP/POPS/CO P.7/INF/54; Updated information is available on the BRS Gender website at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
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I. B. Communication of BRS-GAP and other gender-related information to BRS staff, Parties and partners									
OBJECTIVE	Ensure that BRS staff, Parties and partners are aware of the BRS-GAP and other relevant gender-related information								
Activities	3. Organize a session to present the BRS-GAP to BRS staff	<ul style="list-style-type: none"> - A session is organized - Discussion amongst staff members took place, including questions and answers 	Information session	Short-term		BRS-GAP Drafting Group / Executive Office	Cost-neutral (staff costs only)	Done	
	4. Establish a dedicated gender-related section on the BRS website	<ul style="list-style-type: none"> - Webpage prepared and regularly updated 	Website	Short-term		Gender Task Team/ IT team	Cost-neutral (staff costs only)	Done	http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
	5. Participate in the International Gender Champions initiative (IGC)	<ul style="list-style-type: none"> - Information on the BRS commitment gender parity pledge is available on the web - Reports sent to the IGC initiative 	IGC website	Short-term		BRS Gender Coordinator/ IGC focal points	Cost-neutral (staff costs only)	Ongoing	Pledge is available on the website, yearly updates to be submitted to the IGC initiative https://genderchampions.com/champions?id=196

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	6. Compile a library or databank of information on the impacts of poor chemicals and waste management on women	<ul style="list-style-type: none"> - Library/Database prepared and made available to Secretariat and possibly online - Updates on website, number of case studies 	Secretariat records	Medium-term	There is a responsible person to compile and update the database	Gender Task Team (for content) IT team (technical issues)	Staff costs if done in-house; Could be a task for an intern	Ongoing	Gender website and Gender Heroes publication available online
I. C. Training and skill development on gender-related issues									
OBJECTIVE	Develop an understanding amongst and support from BRS staff on the issue of gender equality, particularly in the context of BRS operations and activities								
Activities	7. Organize a training session for BRS staff on gender equality	<ul style="list-style-type: none"> - BRS staff is aware of the importance of gender equality in its work and actions that need to be taken to promote gender equality - Number and frequency of trainings organized 	Secretariat records – number of staff trained	Short to medium term	This could be integrated in other training e.g. the matrix training for BRS staff	Executive Office / HR in cooperation with Gender Task Team	Cost-neutral, if integrated into other training sessions	High/ Ongoing	Training / gender sessions organized (e.g. December 2013, October 2015, October 2016, November 2018)
OBJECTIVE	Provide staff with the skills, tools and equal opportunity to apply for senior management roles								
Activities	8. Create a mentoring programme for staff in the context of gender equality (e.g. job shadowing for a day, mentoring of lower grade staff by upper grade staff, assignment/training of staff at entry level to take on managerial tasks, etc.)	<ul style="list-style-type: none"> - Mentoring programme is established and made accessible to all staff - Establishment of the programme, number of mentors and mentees 	Secretariat records – number of staff engaged in mentoring programme	Short to medium term	Executive Office has initiated the expression of interest among UNEP offices in MIE	Executive Office (HR)	Cost-neutral (staff costs only)	Medium / ongoing	

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	9. Organize and provide opportunities for training for staff on management skills (e. g. UNEP Women leadership programme)	<ul style="list-style-type: none"> - P2-P5 staff can access and attend management training courses (other than those which are already mandatory) - Number of events / opportunities provided 	Statistics on staff training	Medium-term	Should be implemented in line with the recommendations by the Training Task Force	Executive Office	Costs for training depending on the programme	Ongoing	Training in Turin attended by Gender Task Team staff
	10. Invite female and male role models within the UN system to share their career development experiences (e.g. brown bag lunches)	<ul style="list-style-type: none"> - Brown bag lunches are held regularly with a different guest speaker(s) each time and are well attended - Number of meetings/ events held 	Attendance at brown bag lunches	Medium-term	Could be a BRS activity or co-organized with others, e. g. UNOG Gender Focal Point, GEN for a larger audience Should be implemented in line with the recommendations by the Training Task Force	Gender Task Team	Cost-neutral (staff costs only)	Ongoing	Meetings held on a yearly basis
	11. Undertake other initiatives for gender-related career development, skill development and cooperation with other organizations (e.g. supporting mobility of staff members to other organizations and/or bringing “visiting” staff	<ul style="list-style-type: none"> - Number of such secondments and “visiting” staff facilitated; number of male/female staff trained for senior management positions - Number of initiatives and events held with specific gender related section/ part 	Secretariat records	Medium to long-term	Should be implemented in line with the recommendations by the Training Task Force	Executive Office (HR) Gender Task Team	Can have cost implications depending on the types of initiatives	Ongoing	

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	from other organizations, e. g. from regional centres)								
I. D. Gender equality in human resources management									
OBJECTIVE	Create a working environment which is supportive of the work-life balance of staff								
Activities	12. Introduce the option for telecommuting as an alternative type of working arrangement	- Staff members can choose from special working arrangements including flexitime, telecommuting, compressed and normal working hours.	Revised working arrangements form; HR records	Short-term		Management Team	Cost-neutral (staff costs only)	Done	
	13. Maintain the BRS "Family Room"	- BRS family room is re-located following consideration by the Office Space Task Team	Physical existence of the room or plans detailing its re-establishment	Short-term	The Space Task Force will include the "Family Room" in its recommendation	The Space Task Force / Management Team	Part of the overall cost maintenance	Done	A family room has been created by GEN and is available for use by all staff
I. E. Secretariat staffing									
OBJECTIVE	Strive towards gender equality in the staffing of the secretariat								
	14. Using the identified baseline data on gender in the staffing of the Secretariat, monitor the changes in staffing (see	- Gender equality in the staffing of the Secretariat at all levels - Change of male-to-female ratio within the staff	Statistics to be updated on regular basis every two years	Short-term		Executive Office (HR)	Cost-neutral (staff costs only)	Ongoing	UNEP/CHW.12/INF/49 UNEP/FAO/RC/COP.7/INF/33 UNEP/POPS/COP.7/INF/54;

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	also section I (g) on monitoring and reporting								Updated information is available on the BRS Gender website at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
	15. Evaluate the impact of gender equality and take action as may be necessary	<ul style="list-style-type: none"> - Principles of gender equality applied in the hiring process - Number of events informing about gender related topics, gender parity in terms of salary, work-life-balance, gender parity 	Statistics indicating gender balance in hiring / SOPs applied to hiring process	Medium-long term		Management team	Cost-neutral (staff costs only)	Ongoing	
I. F. Promotion of gender equality through the Standard Operating Procedures (SOPs) of the Secretariat									
OBJECTIVE	Incorporate incentives and requirements of gender equality in the standard operating procedures (SOPs)								
Activities	16. Include specific text in invitation and confirmation letters to encourage women to participate BRS in meetings and training activities	Revised templates are available	Secretariat records	Short-term		Governance Branch for meetings Scientific and Technical Assistance	Cost-neutral (staff costs only)	Done / Ongoing	Applied on a regular basis

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
						Branch for training activities (as necessary)			
	17. Include gender question(s) in the evaluation form for training activities	Revised evaluation forms are available Number of questionnaires with gender related questions	Secretariat records	Short-term		Scientific and Technical Assistance Branch	Cost-neutral (staff costs only)	Done / ongoing	Applied on a regular basis
	18. Include gender considerations in funding proposals and reporting to donors	Proposals and reports include a section/sub-section on gender issues	Secretariat records	Done		All staff	Cost-neutral (staff costs only)	Done	Applied on a regular basis
	19. Invite both men and women to register in consultant rosters	Text on gender equality in consultancy announcements, with reference to gender-related website section and in roster	Secretariat records	Short-term		Executive Office (HR)	Cost-neutral (staff costs only)	Done / Ongoing	
	20. Include requirements for gender equality in projects in legal agreements	Standard legal agreements include a clause on the female participation Template of legal agreements contains clause on gender	Secretariat records	Short-term		Governance Branch, in cooperation with programme officers	Cost-neutral (staff costs only)	Under review	
I. G. Monitoring and reporting on mainstreaming activities within the Secretariat									

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
OBJECTIVE	Measure the progress in achieving GAP objectives and implementing activities within the Secretariat, including by collecting measurable information on gender, relating to both qualitative and quantitative indicators								
Activities	21. Collect information according to the indicators developed for the baseline assessment and evaluate the progress that has been made as a result of the GAP	Statistics are compiled on Secretariat internal gender issues and considered in conjunction with the baseline information compiled in baseline section above	Secretariat report on GAP implementation	Medium to long term once baseline is developed	Baseline information has been compiled, Statistics are available	Gender Task Team (overall responsibility) with input from other branches	Cost-neutral (staff costs only)	Done / Ongoing	UNEP/CHW.12/INF/49 UNEP/FAO/RC/COP.7/INF/33 UNEP/POPS/COP.7/INF/54; Updated information is available on the BRS Gender website at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
	22. Include gender-related information in reporting / evaluation forms and format	Statistics are compiled on gender issues	Compilation of reports to donors, meeting reports, etc.	Medium – long term	Donor reporting formats allow for reporting on such issues	Gender Task Team (overall responsibility) with input from other branches and groups	Cost-neutral (staff costs only)	Done	Applied on regular basis

II. Implementing gender mainstreaming activities with partners

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
II. A. Baseline of gender-related issues in projects and programmes									
OBJECTIVE	Establish a baseline on gender issues in projects and programmes with partners using both qualitative and quantitative indicators								
Activities	23. Identify the indicators (key issues) to be included in the baseline	Keys issues that assist in understanding the status quo regarding gender issues identified Number of gender indicators in baseline for projects	Indicators are available	Short-term	Information is available on the indicators identified	Gender Task Team, in cooperation with external expertise as appropriate	Voluntary funding	Ongoing	Case studies prepared on Indonesia, Nigeria, Kyrgyzstan and Bolivia http://synergies.pops.int/Gender/Integratinggender/Overview/tabid/5814/language/en-US/Default.aspx
	24. Develop and make available a survey on gender issues e.g. post on website and interested stakeholders could reply	Number of responses / feedback from stakeholders Survey on gender provided on BRS website	- Responses to survey from Parties and other stakeholders - Compilation of responses	Short-term	Some interested Parties respond to survey	Gender Task Team; Parties	Cost-neutral (staff costs only)	Medium / To be commenced	
	25. Compile baseline information and develop the report	Statistics are compiled about the status quo on key issues such as:	Baseline report to be produced	Short-term	Information is available on the indicators identified	Gender Task Team to coordinate	Cost-neutral (staff costs)	Done / Ongoing	Updated information is available on the

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
		<ul style="list-style-type: none"> - gender participation in meetings and workshops; - number of men/women managing projects at national level; - number of men/women in management posts at the national level; - other Reports and data made available				with inputs from Executive Office, Scientific and Technical Assistance Branch and other branches as appropriate	only), voluntary funding needed if external support is requested (consultancy)		BRS Gender website at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
III. B. Gender components in Secretariat's programmes and projects									
OBJECTIVE	Include gender components in Secretariat's programmes and projects								
Activities	26. Determine types of activities to be undertaken that will have the greatest impact on gender issues	Impact assessment study, based on information documented in website / Clearing House Mechanism (CHM), questionnaire and pilot projects	Impact assessment study	Medium-term	Information is available through website/CHM, questionnaire and pilot projects	Gender Task Team in cooperation with Governance Branch, Scientific and Technical Assistance Branch	Possible consultancy costs	Ongoing	Case studies prepared on Indonesia, Nigeria, Kyrgyzstan and Bolivia http://synergies.pops.int/Gender/Integratinggender/Overview/tabid/5814/language/en-US/Default.aspx
	27. Develop a checklist / guidance for staff on	Checklist / guidance for staff on gender developed	Checklist / guidance on	Short – medium term		Gender Task Team in		Done	

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	gender considerations in meetings and training activities (e.g. making staff more aware of the need to have a gender balance to enable female participants to be actively engaged in meetings and training activities)	Number of gender related activities	gender considerations			cooperation with Governance Branch / Scientific and Technical Assistance Branch			
	28. Include gender in planning and implementation of new and ongoing programmes and projects to support activities that have an impact on gender issues	Gender component in new and ongoing projects included Proposals and reports include a section/sub-section on gender issues/considerations	Men and women are equally involved in implementation of activities at national level e.g. waste management plans, legal and policy measures (through activities led by the partners and/or Secretariat) Organizations protecting	Medium-long term	Staff have sufficient awareness to include gender in planning and implementation	All branches	Cost-neutral in planning, costs of implementation of programmes and projects	Done / Ongoing	All fact sheets for biennium 2020-21 consider gender issues; gender section is included in project and activity fact sheet templates

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
			specific interests of vulnerable groups are included in project steering committees Programme and project proposals and reports						
II. C. Awareness-raising and outreach									
OBJECTIVE	Alert vulnerable groups and the general public on hazardous chemicals and wastes issues to improve awareness of health and environmental impacts on such groups of hazardous chemicals and waste exposure								
Activities	29. Identify areas where vulnerable groups and sub-groups, are specifically impacted, e.g. e-waste, DDT, mercury, etc.	Number of areas identified	Secretariat records	Short-term		Gender Task Team	Consultancy; Staff costs	Done / Ongoing	Case studies prepared on Indonesia, Nigeria, Kyrgyzstan and Bolivia http://synergies.pops.int/Gender/Integratinggender/Overview/tabid/5814/language/en-US/Default.aspx

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	30. Prepare news items on gender issues and chemicals/waste exposure for and between Parties and other stakeholders and disseminate them using available electronic tools	News tweeted and information disseminated through BRS CHM, website, regional centres and other partners	Secretariat records on website posting, twitter, Facebook entries	Short-term		Governance Branch in cooperation with Gender Task Team	Cost-neutral (staff costs only)	Medium / ongoing	Gender website: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.asp
	31. Develop awareness-raising materials on gender issues and chemicals/waste exposure	Brochures, videos, exhibitions or other awareness-raising material produced and circulated to/among vulnerable groups and sub-groups	Secretariat records	Medium-term	Awareness-raising materials which are already planned and budgeted for should include a component on gender issues	Governance Branch, Scientific and Technical Assistance Branch, others	Cost neutral if subsumed into existing materials and activities. If not, then cost implications	Medium / ongoing	Gender website and Gender Heroes publication available online
	32. Raise awareness on gender issues with partners on issues pertinent to the three conventions	<ul style="list-style-type: none"> - Number of training sessions on gender mainstreaming organised by the Secretariat - Number of presentations that include gender issues made at different events 	Training tools, meeting presentation, reports and other materials	Medium-term	<ul style="list-style-type: none"> - Gender issues are included in BRS secretariat's outputs on the ongoing basis - BRS staff have sufficient awareness to be able to raise awareness 	Gender Task Team All Staff	Cost-neutral (staff costs only)	Medium / ongoing	Training sessions organised in November 2018, and back-to-back with the Regional Preparatory meetings in March 2019.

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
		- Frequency of use of materials developed by the Secretariat and in cooperation with partners			amongst partners				For training materials see the Gender website: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
	33. Seek and collect information from IGOs, including IOCM organizations, civil society organizations and Parties about initiatives and success stories related to the gender mainstreaming of hazardous chemicals and wastes management addressed by the three conventions	- Collection of success stories / information from, at least, three IGOs, three NGOs, and three Parties	Information available on the website	Medium-term	Effective cooperation with partners whose work is relevant to the subject area and gender issues are possible to illustrate	Gender Task Team (coordination) with input from other branches	Cost-neutral (staff costs only) This can be a task for an intern	Done / ongoing	Contributed to Global Gender and Environment Outlook, see http://web.unep.org/ggeo . Success stories gathered in Gender Heroes publication and illustrated in Gender Pioneer Awards (further information available at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx)

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
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	34. To develop a publication on gender issues	E-publication is prepared and posted in the dedicated gender-related section on the BRS website	Website / CHM	Medium to long-term	The publication will, among others, collect best practices and success stories on the role of men and women in hazardous chemicals and waste management, with a focus on developing countries and economies in transition.	Gender Task Team for the content, ASB for the preparing a publication	Subject to availability of resources	Done	Gender Heroes publication available at http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	35. To develop recognition schemes for organizations actively engaged in hazardous chemicals and wastes management for vulnerable groups (also see section on Conferences of the Parties and meetings of subsidiary bodies)	Recognition schemes developed	Secretariat records	Long-term	Suitable participants are nominated	Executive Office / Governance Branch	Possible cost of recognition schemes – approximately 500CHF – 1000 CHF p.a. (depends on scheme and number of awards)	Done / Ongoing	Success stories gathered in Gender Heroes publication and illustrated in Gender Pioneer Awards (further information available at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx)

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	36. To engage “gender champions” or use another recognition scheme among observers and Parties	Gender champions are appointed or awards of the agreed format and at the agreed intervals are made	Gender champions	Long-term	Suitable participants are nominated	Executive Office / Governance Branch		Done	Success stories gathered in Gender Heroes publication and illustrated in Gender Pioneer Awards (further information available at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx)
II. D. Capacity-building through pilot projects									
OBJECTIVE	Promote the consideration of issues of gender and vulnerable groups in hazardous chemicals and wastes management at the national and regional levels								
Activities	37. Develop and implement pilot projects with gender focus on specific challenges faced by vulnerable groups	<ul style="list-style-type: none"> - At least one pilot project is implemented - Materials on hazardous chemicals and wastes for vulnerable groups are adapted for the pilot projects - Specific vulnerable groups are aware of hazardous chemicals and wastes or practices 	Progress and final reports	Medium-term	Voluntary funds for TA activities are raised	Scientific and Technical Assistance Branch in cooperation with Governance Branch, SSB with an overall oversight by	This activity can be linked to one or more of Programme of Work (POW) activities: 14, 15, 16 or 17	Done / Ongoing	Case studies prepared on Indonesia, Nigeria, Kyrgyzstan and Bolivia http://synergies.pops.int/Gender/Integratinggender/Overview/tabid/5814/

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
		<p>that may expose those groups to harmful effects</p> <ul style="list-style-type: none"> - Measures addressing hazardous chemicals and wastes management take gender issues into considerations at the national level, etc. 				the Gender Task Team			language/en-US/Default.aspx
II. E. Conferences of the Parties and meetings of subsidiary bodies									
OBJECTIVE	Promote gender-balanced participation in meetings of the Conferences of the Parties and subsidiary bodies								
Activities	<p>38.Promote active gender-balanced participation in meetings:</p> <ul style="list-style-type: none"> a. Inform the bureaux, including at their joint meetings, about the BRS approach on gender b. Consider gender balance in selecting co-chairs c. Consider gender balance in selecting / proposing rapporteurs d. Consider gender balance in proposing speakers, leads for specific tasks, etc. 	<ul style="list-style-type: none"> - Gender balanced approach taken into consideration by bureaux including at their joint meetings - Greater awareness and acceptance among Secretariat staff and participants of the need for a gender balanced approach, as well as recognition of the role and interests of vulnerable groups in chemicals / waste management 	<ul style="list-style-type: none"> - Bureaux decisions, including at their joint meetings, and meeting reports include consideration of gender issues, where appropriate 	Medium to long term	<ul style="list-style-type: none"> - Appropriately trained / qualified candidates are available to ensure gender balance. - Quality of service delivered during the COPs should be maintained and actions only occur if appropriate i.e. based on the 	Governance Branch, in collaboration with other branches as appropriate		Done / ongoing	Continually considered

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
		<ul style="list-style-type: none"> - Active gender-balanced participation is encouraged by Secretariat and others e.g. proposing gender-balance in co-chairing - Gender balance in allocation of roles in meetings, particularly the co-chairs 	<ul style="list-style-type: none"> - Meeting reports of Conferences of the Parties and subsidiary bodies: <ul style="list-style-type: none"> o Allocation of roles during meetings o Proportion of men/ women selected as co-chairs for meetings 		knowledge of those on the podium and the subject being discussed				
	39. Provide training for men/women on chairing meetings	<ul style="list-style-type: none"> - Training sessions on chairing meetings are organized - Equally trained women and men to chair meetings and greater acceptance of women in such roles - Improved gender balance on the podium. 	<ul style="list-style-type: none"> - Number of men/women participating in training activities - Number of men/women chairing 	<ul style="list-style-type: none"> - Short-term for the pilot training - Medium to long term for gender balance on the podium 	This activity could be a part of broader training for male and female participants.	Executive Office (training) in collaboration with Governance Branch (in relation to meetings)	Funding for the pilot training is available. Cost implications to organise gender equality training	Done / Ongoing	Training sessions for potential chair's completed for 2014 , 2017 and 2019 and ongoing.

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
			meetings (meeting reports)				sessions – costs will vary according to number of persons trained and duration of training. Also could be linked to introductory sessions of subsidiary bodies		
	40. Develop recognition schemes to be presented at COPs for those actively engaged in hazardous chemicals and wastes management for vulnerable groups (e. g. “gender champions” among observers / Parties, gender awards for Parties ensuring gender balance related to meetings)	<ul style="list-style-type: none"> - Number of incentives created for nominating participants at meetings using a gender-balanced approach - Number of men and women nominated to participate and participating in meetings - Greater awareness and acceptance of the need for a gender balanced approach, as well as recognition of the role and 	<ul style="list-style-type: none"> - Percentage of COP/subsidiary body representative nominations that are men/women - Recognition schemes/awards presented 	Long-term	Suitable participants are nominated	Executive Office / Governance Branch	Possible cost of recognition schemes – approximately 500CHF – 1000 CHF p.a. (depends on scheme and number of awards)	High / ongoing	GEN Inspirational Women for the Environment launched in March 2016, repeated annually. See also activities 34, 35, 36, and 41

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
		<ul style="list-style-type: none"> - interests in chemicals / waste management by different groups of society - Awards given to organizations / Parties in relation to their work with vulnerable groups and gender balance - Number of men/women working on chemicals and waste issues at national level 	<ul style="list-style-type: none"> - at COPs in 2015 - Number of initiatives during the meetings on gender issues e.g. side events, round tables, documents - Percentage of designated country contacts that are men / women, where possible to determine 						
	41. Invite / encourage organizations (IGOs or/and NGOs) to present gender-related issues of hazardous chemicals and wastes management at the COPs (e.g. in side-	<ul style="list-style-type: none"> - Number of side-events and other events organized at the COPs - Level of visibility of gender issues at the COPs 	<ul style="list-style-type: none"> - Meeting reports and documents - List of side events 	Medium-long term	Organizations have gender-related issues of hazardous chemicals and waste management to present	Governance Branch (In relation to meetings) ASB (liaison with NGOs)	Cost-neutral	High / ongoing	Gender side event at COPs in 2015, 2017 and 2019. See also activities 34, 35, and 36 and 40

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	event, thematic round table, INF document, etc.)	- Number of INF documents that include gender issues							
	42. Include gender focus in appropriate decisions at meetings of COPs	- Number of decisions taking into consideration gender issues related to chemicals and waste management, where appropriate	Decision texts and meeting reports	Medium-term		All branches	Links with training for staff in gender equality issues	High / ongoing	2015 COPs decisions BC-12/25, RC-7/15 and SC-7/33; 2017 COPs decisions BC-13/20, RC-8/13, SC 8/23.
II. F. Cooperation with other partners on gender-related activities									
OBJECTIVE	Cooperate with IGOs and NGOs to support the integration of gender-related activities into their programmes as they relate to hazardous chemicals and wastes management								
Activities	43. Identify organizations, including IGOs and NGOs, that are involved in activities related to BRS and gender issues	Information is documented on the website/CHM	Website/CHM	Short-term	Done in connection with information collection under "Awareness raising"	Gender Task Team in cooperation with Governance Branch / IT team	Cost neutral (Staff time only)	Medium / ongoing	
	44. Develop a partnership programme to promote BRS/gender issues that links vulnerable groups in developed and developing countries (in public and private sector)	Up to six people (three from developed and three from developing countries) meet at least once to exchange experiences and develop concepts in the margins of existing meetings and training activities or online	Report of meeting(s)	Short-medium term	Sufficient travel funds can be raised Meeting could be held electronically or in the margins of other meetings/workshops under the programme of work	Scientific and Technical Assistance Branch	Travel funds: additional days' DSA Staff time	Medium / ongoing	To be linked with gender pilot projects, see activity 37.

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	45. Support incorporation of BRS issues in development agenda of NGOs representing interests of vulnerable groups	Up to three NGOs have included or expanded upon chemicals and waste management issues in their work programmes or development agendas	Development agenda of NGOs	Medium – long term	NGOs that have an interest in the chemicals and waste agenda and its impact on vulnerable groups can be identified	Governance Branch / Scientific and Technical Assistance Branch	Staff travel Staff time	Medium / ongoing	
	46. Develop BRS/gender-related activities with other IGOs and cooperate with IGOs in Gender Task Team	Up to three activities developed with IGOs, BRS participates in up to two IGO gender task teams	Secretariat activities and reports, IGO gender task team reports	Medium-long term	IGOs that have an interest in the chemicals and waste agenda and its impact on vulnerable groups are interested in partnering to develop activities with BRS	Governance Branch / Scientific and Technical Assistance Branch	Depends on activity(ies) developed Staff travel Staff time	Medium / ongoing	Activities: WHO Gender and e-waste, GEF Gender Guidance, GGEO, GCO, GWO (see also activity 37.); GEF Inter-Agency Working Group on Gender, UNEP Gender Network
II. G. Monitoring and reporting on projects and programmes									
OBJECTIVE	Measure the progress in achieving GAP objectives and implementing gender related activities in projects and programmes, including by collecting measurable information on gender, relating to both qualitative and quantitative indicators								
Activities	47. Collect information according to the indicators developed for the baseline assessment and evaluate the progress	Statistics are compiled on gender issues and considered in conjunction with the baseline	Secretariat report on GAP implementation	Monitoring on annual basis; Medium-long term; first report in 2015 for COPs	Baseline information has been compiled Some statistics are available	Gender Task Team (overall responsibility) with input	Cost-neutral (staff costs only)	Medium / ongoing	Updated information is available on the BRS Gender website at:

	Intervention logic	Objectively verifiable indicators of achievement	Means of verification	Short/ Medium / Long-term	Assumptions	Responsible	Funding	Priority / Status	Comments
	has been made as a result of the GAP	information compiled in baseline section above				from other branches			http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
48.	Include gender-related information in the reporting / evaluation forms and format	Statistics are compiled on gender issues	Compilation of reports to donors, meeting reports, etc.	Medium – long term	Donor reporting formats allow for reporting on such issues	Gender Task Team (overall responsibility) with input from all branches	Cost-neutral (staff costs only)	Medium / ongoing	Updated information is available on the BRS Gender website at: http://synergies.pops.int/Gender/Overview/tabid/3651/language/en-US/Default.aspx
