



SOURCE: ADOBE STOCK

ANNUAL REPORT YEAR I

AUGUST 12, 2020 – SEPTEMBER 30, 2021

USAID/RDMA Enhancing Equality in Energy for Southeast Asia (E4SEA) Activity

DISCLAIMER THE VIEWS EXPRESSED IN THIS PUBLICATION DO NOT NECESSARILY REFLECT THE VIEWS OF THE UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT OR THE UNITED STATES GOVERNMENT. THIS DOCUMENT WAS PRODUCED FOR REVIEW BY THE UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT REGIONAL DEVELOPMENT MISSION FOR ASIA (RDMA/THAILAND). IT WAS PRODUCED BY CORE INTERNATIONAL, INC.

CONTENTS

ACRONYMS AND ABBREVIATIONS	1
EXECUTIVE SUMMARY	1
ACTIVITY FOCUS ACTIONS	1
SIGNIFICANT ACHIEVEMENTS DURING THE REPORTING PERIOD	2
PROGRESS ON STAFFING	4
SUMMARY OF PROGRESS TOWARDS IMPLEMENTATION OF ACTIVITY OBJECTIVES	4
PLANNED ACTIVITIES FOR YEAR 2 (OCTOBER 1, 2021 – SEPTEMBER 30 2022)	8
OBJECTIVE 1: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)	8
OBJECTIVE 2: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)	8
OBJECTIVE 3: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)	8
OBJECTIVE 4: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)	9
OBJECTIVE 5: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)	9
PROPOSED INDICATORS TO MEASURE RESULTS	9
OTHER ITEMS REQUIRED AS PART OF THE ANNUAL REPORT	10
INTRODUCTION	11
SOUTHEAST ASIA AND ENERGY	11
ENHANCING EQUALITY IN ENERGY FOR SOUTHEAST ASIA (E4SEA)	12
THEORY OF CHANGE	13
RESULTS FRAMEWORK	13
PERFORMANCE WORK STATEMENT	13
KEY ELEMENTS OF THE APPROACH TO ACHIEVE THE OUTCOMES	14
OUTCOME 1: INCREASED WORKPLACE DIVERSITY	15
OUTCOME 2: IMPROVED INCLUSIVE WORKPLACE ENVIRONMENT	15
OUTCOME 3: EXPANDED EQUITABLE PROMOTION OPPORTUNITIES	16
CONTRACTUAL REQUIREMENTS FOR THE ANNUAL REPORT	17
ORGANIZATION OF THE ANNUAL REPORT FOR YEAR 1	17
SUMMARY OF OPERATIONS AND START-UP ACTIVITIES	19
START-UP ACTIVITIES	19
ACTIVITY COORDINATION – INTERNAL AND EXTERNAL	19
WEEKLY INTERNAL COORDINATION MEETINGS	19
WEEKLY COORDINATION MEETING WITH RDMA	19
WEEKLY COORDINATION MEETING WITH THE MAJOR SUBCONTRACTOR (TETRA TECH)	19
PERSONNEL MOBILIZATION, RECRUITMENT, AND ONBOARDING	19
PROGRESS WITH BANGKOK OFFICE STAFFING	21

PROGRESS WITH ESTABLISHING THE BANGKOK OFFICE.....	22
OTHER RELATED MOBILIZATION ACTIVITIES	22
OTHER ISSUES RELATED TO ACTIVITY OPERATIONS.....	22
DELIVERY AND STATUS OF CONTRACTUAL PRODUCTS	22
ACTIVITY PROGRESS TOWARDS OBJECTIVES	24
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 1	24
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 2.....	24
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 3.....	25
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 4.....	25
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 5.....	25
PROGRESS TOWARDS COMMUNICATIONS AND OUTREACH PLAN IMPLEMENTATION	27
PROGRESS TOWARDS BILATERAL MISSION ENGAGEMENT AND OUTREACH ...	27
FOLLOW UP WITH BILATERAL MISSIONS AND IP(S) IN INDONESIA, LAOS, THE PHILIPPINES, AND VIETNAM.....	27
PROGRESS TOWARDS DESIGNING THE BASELINE CITIZEN SURVEY	28
PROGRESS TOWARDS REMOVING GENDER-RELATED CONSTRAINTS.....	28
NEW OPPORTUNITIES PURSUED TO CREATE GREATER GENDER EQUITY.....	28
COMPLETED INTERVENTIONS AND PROGRESS TOWARDS RESULTS	30
OVERALL PROGRESS TOWARDS DESIGNING AND CONDUCTING IDI(S) AND FGD(S) IN THAILAND, INDONESIA, AND THE PHILIPPINES	30
OVERALL SUMMARY OF PROGRESS TOWARDS ACHIEVING OUTPUTS AND RESULTS FROM VARIOUS INTERVENTIONS.....	31
ISSUES AND PROPOSED SOLUTIONS	34
CURRENT STATUS OF ONGOING INTERVENTIONS AND TASKS PLANNED INTERVENTIONS FOR YEAR 2.....	35
OBJECTIVE 1: IDENTIFY CORE CHALLENGES TO GENDER EQUALITY IN THE ENERGY SECTOR IN SOUTHEAST ASIA.....	35
INTERVENTION 1.1 COLLECT COUNTRY-SPECIFIC DATA.....	35
INTERVENTION 1.2 – MAP EXISTING PROGRAMS AND DOCUMENT KEY CHALLENGES AND LESSONS LEARNED IN BALATERAL AND REGIONAL USAID PROGRAMS.....	35
INTERVENTION 1.3 – ENGAGE ENERGY STAKEHOLDERS TO DOCUMENT CHALLENGES IN ADVANCING WOMEN’S ENGAGEMENT AND LEADERSHIP IN THE SEA’S ENERGY SECTOR.....	37
OBJECTIVE 2: INCREASE THE NUMBER OF WOMEN AND GIRLS PURSUING CAREERS IN THE ENERGY SECTOR.....	41

INTERVENTION 2.1 – REVERSE NEGATIVE PERCEPTIONS ABOUT WOMEN AND GIRLS IN ENERGY SECTOR JOBS VIA TRAINING AND EDUCATION PROGRAMS	41
INTERVENTION 2.2 – SUPPORT AN ENABLING ENVIRONMENT IN VOCATIONAL SCHOOLS AND ACADEMIC INSTITUTIONS TO INCREASE THE NUMBER OF WOMEN AND GIRLS IN THE ENERGY SECTOR.....	42
INTERVENTION 2.3 – INCREASE INTERNSHIP AND MENTORSHIP OPPORTUNITIES FOR WOMEN AND GIRLS PURSUING ENTRY-LEVEL ENERGY SECTOR CAREERS.....	44
OBJECTIVE 3: INCREASED RECRUITMENT, RETENTION, AND PROMOTION OF WOMEN IN THE ENERGY SECTOR WORKPLACE	46
INTERVENTION 3.1. – IMPROVE DATA DRIVEN DECISION-MAKING TOOLS TO TRACK GENDER DATA AND OUTCOMES	46
INTERVENTION 3.2 – CREATE TANGIBLE OPPORTUNITIES FOR WOMEN IN THE WORKPLACE THROUGH POLICY AND GENDER EQUALITY INTERVENTIONS.....	47
INTERVENTION 3.3 – SYSTEMATICALLY ADDRESS CONSCIOUS AND UNCONSCIOUS BIAS THAT NEGATIVELY IMPACT WOMEN AND GIRLS IN RECRUITMENT, HIRING, PROMOTION, AND RETENTION.....	48
OBJECTIVE 4: INCREASE MENTORSHIP AND LEADERSHIP OPPORTUNITIES FOR WOMEN IN THE ENERGY SECTOR.....	49
INTERVENTION 4.1. – STRENGTHEN OPPORTUNITIES FOR MENTORSHIP OF WOMEN TO FACILITATE ADVANCEMENT INTO SENIOR ROLES	49
INTERVENTION 4.2 – STRENGTHEN WOMEN AND MEN'S ROLES TO ADVANCE INTO SENIOR ROLES.....	50
OBJECTIVE 5: ENHANCE COMMUNICATION, COLLABORATION, AND LEARNING	51
INTERVENTION 5.1 – DEVELOP AN EVIDENCE BASE FOR LINKING GENDER AND BUSINESS OUTCOMES	51
INTERVENTION 5.2 – INCREASE COLLABORATION AND COORDINATION ON GENDER EQUALITY TOPICS	52
INTERVENTION 5.3 – INCREASED CAPACITY OF USAID AND IMPLEMENTING PARTNERS TO INCORPORATE GENDER EQUALITY CONSIDERATIONS INTO ENERGY PROGRAMS	54
SUCCESS STORIES.....	56
PROGRESS AGAINST ANNUAL TARGETS FOR EACH INDICATOR.....	58
ASSESSMENT OF THE COMPLETION OF THE ACTIVITY OBJECTIVES WITHIN REMAINING TIME AND RESOURCES.....	63
PROSPECT OF ACTIVITY COMPLETION WITHIN THE REMAINING TIME	63
PROSPECT OF ACTIVITY COMPLETION WITHIN AVAILABLE RESOURCES	64
APPROPRIATENESS OF THE MEL PLAN TO MEASURE IMPACT AND ANY PROPOSED REVISIONS	65
ANNEX A: INDICATORS AT THE GOAL, OUTCOME, OBJECTIVE, AND INTERMEDIATE RESULT LEVELS	66

ANNEX B: OTHER ISSUES RELATED TO GENERAL OPERATIONS	70
STATUS OF SHORT-TERM CONSULTANTS	70
STATUS OF BUDGET EXPENDITURES	70
PROJECTED USAID APPROVALS, WAIVERS, OR DEVIATION REQUESTS	71
STAFF APPROVALS.....	71
WAIVERS.....	71
DEVIATIONS.....	71
STATUS OF REQUIRED AUDIT PROCESS INCLUDING FOR SUB-AWARDEES	71
STATUS OF IMPLEMENTING THE CONDITIONS OF THE IEE	71

ACRONYMS AND ABBREVIATIONS

ASEAN	Association of Southeast Asian Nations
Asia EDGE	Asia Enhancing Development and Growth through Energy
BoD	Board of Directors
CMC	Change Management Committee
CO	Contracting Officer
COP	Chief of Party
COR	Contracting Officer's Representative
DCOP	Deputy Chief of Party
DJSI	Dow Jones Sustainability Index
EDGE	Enhancing Development and Growth through Energy
E4SEA	Enhancing Equality in Energy for Southeast Asia
EPPO	Energy Policy and Planning Office, Thailand
ESCO	Energy Service Company
ESP	Energy Secure Philippines
EU	Engendering Utilities
FEN	Faculty of Engineering, National University of Laos
FGD	Focus group discussion
FY	Fiscal Year
GBV	Gender Based Violence
GESI	Gender Equality and Social Inclusion
GIDAP	Gender and Inclusive Development Action Plan
GW	Gigawatt
GWEC	Global Wind Energy Council

GWNET	Women in Wind Global Leadership Program
ICT	Information and Communication Technology
IDI	In-depth interview
IR	Intermediate Result
JHU	Johns Hopkins University
LES	Laos Energy Security
LOA	Letter of Agreement
LOC	Letter of Collaboration
LOI	Letter of Intent
MEL	Monitoring, Evaluation, and Learning
M&E	Monitoring and Evaluation
MOA	Memorandum of Agreement
MoL	Ministry of Labor, Thailand
MOU	Memorandum of Understanding
MSDHS	Ministry of Social Development and Human Security, Thailand
NGO	Non-Governmental Organization
NUOL	National University of Laos
PEA	Provincial Electricity Authority, Thailand
PIRS	Performance Indicator Reference Sheets
PITT	Performance Indicator Tracking Table
PWS	Performance Work Statement
Q	Quarter
RDMA	Regional Development Mission in Asia
REO	Regional Environment Office
RF	Results Framework

RFP	Request for Proposal
SEA	Southeast Asia
SEE-Change	Self-Empowerment and Equity for Change Initiative
SGBV	Sexual Gender-Based Violence
SINAR	Sustainable Energy for Advancing Resilience
STEM	Science, Technology, Engineering and Mathematics
STTA	Short-Term Technical Assistance
TCA	Thai Counterpart Agency
TICA	Thai International Cooperation Agency
TO	Task Order
TOCOR	Task Order Contracting Officer's Representative
ToC	Theory of Change
ToT	Training of Trainers
TU	Thammasat University
USAID	United States Agency for International Development
USG	United States Government
VLEEP-II	Vietnam Low Energy Emissions Program – II
VUES	Vietnam Urban Energy Security

EXECUTIVE SUMMARY

CORE International was awarded the contract for the Enhancing Equality in Energy for Southeast Asia (E4SEA) Activity on August 12, 2020. The Activity aims to enhance USAID's energy outcomes by improving gender equality in the Southeast Asia energy sector workforce, which contributes to both a sustainable and secure energy sector and overall women's empowerment. This Activity is part of Asia Enhancing Development and Growth through Energy (Asia EDGE), a U.S. government-wide initiative launched in July 2018. The primary and initial countries of focus for this Activity are Burma, Cambodia, Indonesia, Laos, the Philippines, Thailand, and Vietnam.

Based on a realignment of targets in the Performance Work Statement (PWS) approved by RDMA as part of the Year I Work Plan, during year I, E4SEA focused on three countries – Thailand, Indonesia, the Philippines with a possibility to extend to Laos and Vietnam. During the reporting period, E4SEA made substantial progress to deliver impactful interventions in Thailand where USAID/RDMA is located. In Indonesia and the Philippines, through strong support and guidance from USAID/RDMA and the USAID missions in the two countries, the E4SEA Activity has made a substantial progress in conducting In-depth Interviews (IDIs), Focus Group Discussions (FGDs), and stakeholder engagement with tertiary educational institutions and energy employers.

In Laos, USAID/Laos has indicated a strong interest in collaborating with the E4SEA Activity and has assisted the Activity in connecting with the National University of Laos (NUOL), which could serve as a key partner in the country. E4SEA has had a number of discussions with officials at NUOL and faculty members at the Faculty of Engineering (FEN) to develop a Memorandum of Agreement (MOA) to begin collaboration. A Draft MOA, cleared by RDMA, has been sent to FEN as of the writing of this Annual Report.

In Vietnam, with support from RDMA/USAID and the USAID Mission, E4SEA has had several discussions with the Mission and the IPs for I) the Vietnam Low Emissions Energy Program – II (V-LEEP II) and 2) the Vietnam - Urban Energy Security (VUES). A set of potential collaboration activities between E4SEA and V-LEEP II and E4SEA and VUES are being discussed. RDMA and the USAID Mission in Vietnam are actively involved in facilitating the discussions and providing guidance and feedback.

ACTIVITY FOCUS ACTIONS

In accordance with USAID instructions in the contract, this Year I Annual Report provides a summary of all activities completed during the period August 12, 2020 – September 30, 2021, termed as the Year I of the E4SEA Activity. Specifically, during Year I, E4SEA focused on the following activities:

- Completion of field office mobilization in Bangkok, Thailand
- Completion of staffing for the Activity with the recruitment and mobilization of all full-time staff and short-term specialists fully dedicated to the Activity
- Continuation of tasks and interventions under all five objectives simultaneously, with an aggressive schedule towards the preparation and finalization of all foundational documents and toolkits
- Preparation and submission of all contractual deliverables including deliverables in accordance with the schedule in the Year I Work Plan

- Preparation and submission of a number of PWS deliverables and intermediate deliverables to RDMA

It should be underscored that E4SEA submitted all deliverables on time. Except for the MEL Plan, that required several rounds of discussions with RDMA officials, all other deliverables required minimal revisions for finalization.

SIGNIFICANT ACHIEVEMENTS DURING THE REPORTING PERIOD

Despite the mobilization challenges resulting from COVID-19, the E4SEA Activity made significant headway towards the implementation of the objectives under the Activity. Table I, as required under the contract, provides a summary of the most significant achievements during Year I of the Activity.

TABLE I: E4SEA CONTRACTUAL PRODUCTS AND OTHER DELIVERABLES SUBMITTED DURING YEAR I OF THE ACTIVITY (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

NAME OF ACTIVITY AND PRODUCT		STATUS
I. CONTRACTUAL DELIVERABLES		
1. Branding and Marking Implementation Plan	•	Submitted with the proposal and approved by USAID on August 12, 2020.
2. Rapid Mobilization Plan	•	Submitted on September 10, 2020, as per the contractual schedule, and approved by USAID.
3. Communications and Outreach Plan	•	Submitted on October 10, 2020, as per contract schedule, and approved by USAID on November 20, 2020.
	•	A second revised version with the new name of the Activity (E4SEA) submitted on April 02, 2021.
4. Monitoring, Evaluation, and Learning (MEL) Plan	•	Final Revised MEL Plan along with the Performance Indicator References Sheet (PIRS) and Performance Indicator Tracking Table (PITT) submitted to the COR on February 27, 2021.
	•	After multiple revisions, the MEL Plan was approved on May 17, 2021.
5. Year I Annual Work Plan	•	Draft Year I Annual Work Plan submitted to USAID on October 09, 2020.
	•	Year I Work Plan approved by the COR on March 22, 2021.
	•	A Revised Year I Work Plan was submitted on June 26, 2021 and approved by USAID on June 30, 2021.
6. Gender Equality and Social Inclusion (GESI)	•	Submitted on November 08, 2020, as per contract schedule, and approved by USAID on December 10, 2020.
7. Gender and Inclusive Development Action Plan (GIDAP)	•	Submitted on November 08, 2020, as per contract schedule, and approved by USAID on January 26, 2021.
8. Quarterly Performance Report Q1 (August 12 – December 31, 2020)	•	Submitted on January 14, 2021 as per contract schedule and approved by USAID on February 23, 2021.
9. Quarterly Financial Report Q1 (August 12 – December 31, 2020)	•	Submitted on January 14, 2021 as per contract schedule and approved by USAID on February 23, 2021.
10. Quarterly Performance Report Q2 (January 1, 2021 – March 31, 2021)	•	Submitted on April 14, 2021 as per contract schedule.
	•	Revised Quarterly Performance Report submitted on June 27, 2021.
	•	Report approved by RDMA on July 2, 2021.
11. Quarterly Financial Report Q2 (January 1, 2021 – March 31, 2021)	•	Submitted on April 14, 2021 as per contract schedule.
	•	Revised Quarterly Financial Report submitted on June 27, 2021.
	•	Report approved by RDMA on July 2, 2021.
12. Quarterly Performance Report Q3 (April 1, 2021 – June 30, 2021)	•	Submitted on July 13, 2021 as per contract schedule.
	•	Report approved by RDMA/USAID on August 11, 2021.

TABLE 1: E4SEA CONTRACTUAL PRODUCTS AND OTHER DELIVERABLES SUBMITTED DURING YEAR I OF THE ACTIVITY (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

13. Quarterly Financial Report Q3 (April 1, 2021 – June 30, 2021)	<ul style="list-style-type: none"> Submitted on July 13, 2021 as per contract schedule. Report approved by RDMA on August 11, 2021.
14. Biannual IDIQ Report	<ul style="list-style-type: none"> Submitted on August 03, 2021 as per schedule.
15. Quarterly Contract Financial Report (Required as part of the Energy IDIQ II)	<ul style="list-style-type: none"> Submitted on August 03, 2021 as per schedule.
16. Contractor Self-Assessment Report	<ul style="list-style-type: none"> Submitted on July 27, 2021 as per contract schedule. Report approved by RDMA on August 11, 2021.
17. Year 2 Annual Work Plan	<ul style="list-style-type: none"> Submitted on August 19, 2021 as per the contract requirement Approved by the COR on September 30, 2021.

2. OTHER DELIVERABLES SUBMITTED DURING YEAR I OF THE ACTIVITY**2.1 OBJECTIVE 1 OUTPUTS AND DELIVERABLES**

NAME OF ACTIVITY AND PRODUCT	STATUS
1. Stakeholder Mapping Report (PWS)	<ul style="list-style-type: none"> Submitted on Mar 15, 2021 and approved by USAID/RDMA on Sep 30, 2021.
2. In-Depth Interview (IDI) Summary – Thailand (Intermediate output)	<ul style="list-style-type: none"> Submitted on May 31, 2021 and approved by USAID/RDMA on Jul 8, 2021.
3. Focus Group Discussion (FGD) Summary Report – Thailand (Intermediate output)	<ul style="list-style-type: none"> Submitted on Jun 28, 2021 and approved by USAID/RDMA on Jul 8, 2021.
4. In-Depth Interview (IDI) Summary – Indonesia (Intermediate output)	<ul style="list-style-type: none"> Submitted on Aug 23, 2021 and approved by USAID/RDMA on Aug 26, 2021.
5. In-Depth Interview (IDI) Summary -The Philippines (Intermediate output)	<ul style="list-style-type: none"> Submitted on September 10, 2021 and approved by USAID/RDMA on September 17, 2021.

2.2 OBJECTIVE 2 OUTPUTS AND DELIVERABLES

NAME OF ACTIVITY AND PRODUCT	STATUS
1. Social Media/Community Outreach Campaign Toolkit (Intermediate Output)	<ul style="list-style-type: none"> Submitted on Aug 31, 2021 as per schedule.
2. School Engagement Toolkit (Intermediate Output)	<ul style="list-style-type: none"> Submitted on Aug 31, 2021 as per schedule.
3. Internship Toolkit (Intermediate Output)	<ul style="list-style-type: none"> Submitted on Sep 15, 2021 as per schedule.
4. Sign 4 Letters of Collaboration with tertiary educational institutions (PWS)	<ul style="list-style-type: none"> Partnerships will be secured soon.

2.3 OBJECTIVE 3 OUTPUTS AND DELIVERABLES

NAME OF ACTIVITY AND PRODUCT	STATUS
1. Scorecard Framework and Tools (PWS)	<ul style="list-style-type: none"> Submitted on Aug 14, 2021 as per schedule.
2. Sign 1 Letter of Collaboration with an energy sector employer (Coaching for Change Management Committee / Selected Participants) (PWS)	<ul style="list-style-type: none"> Completed on Aug 17, 2021.

TABLE 1: E4SEA CONTRACTUAL PRODUCTS AND OTHER DELIVERABLES SUBMITTED DURING YEAR I OF THE ACTIVITY (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

2.4 OBJECTIVE 4 OUTPUTS AND DELIVERABLES

- | | |
|------------------------------------------------------|----------------------------------------------|
| 1. Repository of continuing education programs (PWS) | • Submitted on Sep 30, 2021 as per schedule. |
|------------------------------------------------------|----------------------------------------------|

2.5 OBJECTIVE 5 OUTPUTS AND DELIVERABLES

NAME OF ACTIVITY AND PRODUCT	STATUS
1. Help desk concept (Intermediate Output)	• Submitted on Aug 31, 2021 as per contract schedule.
2. 3-year Learning Plan for USAID programs for annual virtual training and exchange workshop (Intermediate Output)	• Submitted on Jul 13, 2021 as per contract schedule.
3. Organize 1 Semi-annual virtual meeting with development partners (other donors, other IPs) (PWS)	• Completed and approved – Energy and Gender Nexus in SE Asia: Insights from Indonesian Experiences (Sep 16, 2021).
4. Organize 1 Webinar as part of the E4SEA webinar series (PWS)	• Completed and approved – AMCHAM, Women in Leadership (June 22, 2021).
5. Develop Knowledge Management Plan (Intermediate Output)	• Submitted on Sep 30, 2021 as per schedule.
6. Outreach and Collaboration Action Plan (Intermediate Output)	• Submitted on Jun 28, 2021 and approved by USAID/RDMA on Jul 8, 2021.
7. Organize 1 Annual Virtual Training and Knowledge Exchange Workshop for USAID programs	• Received COR's approval for delivery during November 2021.

PROGRESS ON STAFFING

During Year I, the E4SEA Activity continued adding more staff to complete our full-time staffing needs in the Bangkok Office. In addition, to ensure strong regional coverage and smooth operation, E4SEA added a number of Country Gender Specialists in Thailand, Indonesia, and the Philippines, the three countries of the Activity's focus during Year I.

SUMMARY OF PROGRESS TOWARDS IMPLEMENTATION OF ACTIVITY OBJECTIVES

The overall progress of the E4SEA Activity in Year I was on track. The Activity submitted all of the deliverables under Objective 1: Identify Core Challenges to Gender Equality in the Energy Sector in Southeast Asia on time and all of them were of high quality. These deliverables were submitted on time despite COVID-19-related logistical challenges in organizing IDIs and FGDs with relevant stakeholders. Most of the IDIs and FGDs needed to be done in the virtual environment.

Under Objective 2: Increase the Number of Women and Girls Pursuing Careers in the Energy Sector, E4SEA is securing partnerships with tertiary-level academic institutions and will be reporting on those soon. Key deliverables, such as toolkits, have been prepared and submitted on time.

The E4SEA has successfully entered into a formal partnership under Objective 3: Increase the Recruitment, Retention and Promotion of Women in the Energy Sector Workplace with an energy employer and started working with the company to enhance gender equality within their workforce.

The work on Objective 4: Increase Mentorship and Leadership Opportunities for Women in the Energy Sector is on track. The repository of continuing education programs has been prepared and will be updated annually.

The work under Objective 5: Enhance Communication, Collaboration, and Learning, is also proceeding satisfactorily and is on track. All work products were prepared and submitted on time. E4SEA has benefited greatly from the RDMA's COM personnel, Asia EDGE personnel, and specialists from the Engendering Industries activity in succeeding in its outreach efforts.

Nonetheless, it is worth noting that there were delays for certain deliverables as a result of the pandemic and lockdowns in all countries of the Activity. The E4SEA Activity actively communicated and consulted with COR to address these challenges as they were anticipated or as they presented themselves.

Table 2 below provides a high-level summary of the progress made under each of the five objectives and compares the Activity achievements against the requirements in the PWS.

TABLE 2: PROGRESS TOWARDS IMPLEMENTATION OF OBJECTIVES DURING YEAR I OF THE ACTIVITY (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

OBJECTIVES UNDER PWS	INTERVENTION	PROGRESS TOWARDS RESULTS
Objective 1: Identify Core Challenges to gender equality in the energy sector in Southeast Asia	Intervention 1.1: Collect country-specific data.	GESI and GIDAP were submitted on November 10, 2020 and have been approved.
	Intervention 1.2: Map existing programs and document key challenges and lessons learned in bilateral and regional USAID programs.	The Stakeholder Mapping for Thailand, Indonesia, and the Philippines has been completed. The Program Coordination Dashboard has been developed for the three focus countries.
	Intervention 1.3: Engage energy stakeholders to document core challenges in advancing women's engagement and leadership in SEA's energy sector.	The Stakeholder Consultation Report, including the results from IDIs and FGDs, has been submitted for Thailand. The IDI Report Summary for Indonesia and the Philippines have also been submitted. The FGDs for Indonesia and the Philippines have been completed and the results from these two countries will be part of the overall Assessment Report that will include the findings from the IDIs and FGDs for all three focus countries. This Assessment Report will be submitted by Q1 of FY2022. There is a slight delay in the Baseline Citizen Survey due to the procurement process. However, the work has started and should be able to be completed by October 2021. The preparation of the Assessment Report on the status of women's participation in the energy sector in SEA is underway and will be submitted in Q1 of FY2022.
Objective 2: Increase the number of women and girls pursuing careers in the energy sector	Intervention 2.1: Reverse negative perceptions about women and girls in energy sector jobs via training and education programs.	The School Engagement Toolkit and the Social Media/Community Outreach Campaign Toolkit have been prepared and submitted.

TABLE 2: PROGRESS TOWARDS IMPLEMENTATION OF OBJECTIVES DURING YEAR I OF THE ACTIVITY (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

OBJECTIVES UNDER PWS	INTERVENTION	PROGRESS TOWARDS RESULTS
	<p>Intervention 2.2: Support an enabling environment in vocational schools and academic institutions to increase number of women and girls in the sector.</p> <p>Intervention 2.3: Strengthen equitable formalized internship programs that help young girls to familiarize themselves with energy sector and potential careers.</p>	<p>A LOC partnership with the Faculty of Economics, Chulalongkorn University (TH) is expected to be secured very soon. Other potential partners include, but are not limited to, Petroleum and Petrochemical College, Chulalongkorn University (TH), Pertamina University (ID), Thammasat University (TH), and University of Science and Technology of Southern Philippines (PH). It is worth noting that there is a slight delay in formalizing the LOC partnership with potential tertiary-level academic institutions. This is due to the COVID-19 pandemic with few faculty personnel working on-campus, and the fact that the clearance process for the LOC documents took longer than anticipated.</p> <p>The ToT for unconscious bias training is being developed and will be tailored for each partner based on identified gaps.</p> <p>The Internship Toolkit has been prepared and submitted.</p>
Objective 3: Increased recruitment, retention, and promotion of women in the energy sector workplace	<p>Intervention 3.1: Adapt and localize Engendering Industries scorecard framework and tools for energy sector employers/partners.</p> <p>Intervention 3.2: Coach energy sector partners/organizations on how to improve talent attraction and outreach.</p> <p>Intervention 3.3: Strengthen policies and practices related to recruitment, hiring, and retention of women in the energy sector.</p> <p>Intervention 3.4: Develop ToT on conscious and unconscious bias in the energy sector.</p>	<p>The Engendering Industries' Scorecard has been adapted and submitted.</p> <p>A LOC partnership has been successfully secured with WeGen (PH). Discussions with other potential partners in Thailand, Indonesia, and the Philippines are underway.</p> <p>Given the fact that the LOC partnership with an energy company was secured in August 2021, the delivery of the coaching roll-out plan, baseline assessments identifying institutional gender and social inclusion gaps, and institutional coaching plan has been delayed. However, these deliverables should be completed by Q1 of FY2022.</p> <p>The Coaching Plan, to be used to document the coaching process at each partner organization, has been developed and ready to be deployed.</p> <p>The development of ToT for unconscious bias training is underway and will be tailored for each partner based on identified gaps.</p>
Objective 4: Increase Mentorship and Leadership opportunities for women in the energy sector	<p>Intervention 4.1: Support establishment of mentorship programs within energy employer organizations.</p> <p>Intervention 4.2: Build personal agency and leadership skills and provide the Engendering Industries Accelerated Course as a continuing education.</p>	<p>The mentorship toolkit is being planned, and research is being conducted on existing mentorship programs and mentorship program best practices.</p> <p>A repository of continuing education programs for energy sector employer partners has been completed via Airtable, a spreadsheet-database hybrid platform that allows for the development of a user friendly and visually appealing repository.</p>

TABLE 2: PROGRESS TOWARDS IMPLEMENTATION OF OBJECTIVES DURING YEAR I OF THE ACTIVITY (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

OBJECTIVES UNDER PWS	INTERVENTION	PROGRESS TOWARDS RESULTS
		E4SEA's Change Management Coach has attended the training of trainers of the Accelerated Course, while the Senior Gender Specialist has attended as a participant.
Objective 5: Enhance communication, collaboration, and learning	Intervention 5.1: Develop an evidence base for linking gender and business outcomes.	The Knowledge Management Plan has been prepared and submitted.
	Intervention 5.2: Increase collaboration and coordination on gender equality topics.	<p>The Outreach and Collaboration Action Plan for Thailand has been submitted. It will be continuously updated for the three focus countries: Thailand, Indonesia, and the Philippines.</p> <p>E4SEA has been actively engaged with relevant USAID bilateral missions and their IPs in the region.</p> <p>E4SEA successfully organized a semi-annual virtual meeting with the topic “Energy and Gender Nexus in SE Asia: Insights from Indonesian Experiences” on September 16, 2021.</p> <p>Together with Engendering Industries (EI), E4SEA organized a side-event workshop titled “Leading the Energy Sector into the Future by Harnessing the Power of Gender Equality” at the Asia Clean Energy Forum 2021 on June 14, 2021.</p> <p>E4SEA, in partnership with the American Chamber of Commerce (AMCHAM) in Thailand, co-organized a panel discussion titled “Women in Leadership” on June 22, 2021, which focused on gender equality in the energy sector.</p>
	Intervention 5.3: Increase capacity of USAID and implementing partners to incorporate gender equality considerations into energy programs.	<p>A Learning Plan for USAID and its implementing partners has been developed and submitted.</p> <p>In close consultation with COR, E4SEA is planning to organize an annual virtual training and exchange workshop for USAID and its IPs in Q1 of Y2022.</p> <p>The Help Desk Concept note has been prepared and submitted.</p> <p>In closed consultation with COR, E4SEA is planning to highlight and share the GESI analysis on USAID's website.</p> <p>A webinar as part of the E4SEA webinar series has taken place in collaboration with AMCHAM on June 22, 2021, titled “Women in Leadership”.</p>

PLANNED ACTIVITIES FOR YEAR 2 (OCTOBER 1, 2021 – SEPTEMBER 30 2022)

This section summarizes the planned activities for Year 2 of the Activity spanning the period October 01, 2021 – September 30, 2022.

OBJECTIVE 1: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)

The following activities are planned under Objective 1 during Year 2:

- Continued development and finalization of Baseline Citizen Survey's tool
- Deployment of online Baseline Citizen Survey
- Continue development and finalization of the Assessment Report on the status of women's participation in the energy sector in SE Asia

OBJECTIVE 2: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)

The following activities are planned under Objective 2 during Year 2:

- Execution of additional LOC partnerships with tertiary-level academic institutions
- Development of samples for social media/community outreach campaign toolkits
- Delivery of pilot outreach model design
- Delivery of social media awareness campaign
- Development of ToT unconscious bias training materials
- Delivery of ToT unconscious bias training
- Facilitation of activities or agreements between tertiary-level education institutions and the energy sector employer partners to increase opportunities for women in the energy field
- Delivery of training webinar on the internship toolkit for the placement of women and girls in internship programs leading to energy sector employment

OBJECTIVE 3: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)

The following activities are planned under Objective 3 during Year 2:

- Execution of additional LOC partnerships with tertiary-level academic institutions and LOCs with energy employers
- Development of a roll-out plan for coaching sessions
- Development of Institutional Coaching Plan
- Support to the development or strengthening of internship programs
- Development of ToT unconscious bias training materials
- Delivery of ToT unconscious bias trainings
- Facilitation of the adoption of policies and practices that address gender gaps identified
- Facilitation of activities or agreements between tertiary-level education institutions and the energy sector employer partners to increase opportunities for women in the energy field
- Engagement with partners to discuss best practices in engendered recruitment, hiring, and retention policies and practices, including the documentation of the discussions
- Development of ToT program to support the adoption of male engagement strategies

OBJECTIVE 4: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)

The following activities are planned under Objective 4 during Year 2:

- Development of mentorship toolkit
- Delivery of webinars on mentorship toolkit
- Update of the repository of continuing education programs
- Deployment of Empowerment ToT course
- Initiation of coaching with the energy sector partners
- Deployment of EI's Accelerated Course for employees of energy employer partners

OBJECTIVE 5: ACTIVITIES PLANNED DURING YEAR 2 (OCTOBER 01, 2021 – SEPTEMBER 30, 2022)

The following activities are planned under Objective 5 during Year 2:

- Delivery of one research piece
- Delivery of semi-annual meetings with development partners
- Continued outreach to bilateral and USAID/RDMA's programs
- Delivery of virtual meeting for south-south knowledge exchange
- Delivery of annual virtual training and exchange workshop
- Establishment of Gender Help Desk
- Publishing of E4SEA's online tools
- Delivery of webinar series

Detailed tasks and approaches for activities to be conducted during Year 2, including performance results (outputs) and deliverables, are described in detail in the Annual Year 2 Work Plan and summarized later in this Annual Report.

PROPOSED INDICATORS TO MEASURE RESULTS

The proposed indicators to measure results have been finalized through several rounds of discussions and revisions based on comments from RDMA officials. These indicators were approved by the COR during Quarter 3 of Year 1 (May 17, 2021). No revision to the indicators was made during the remainder of Year 1.

Annex A of this Annual Report provides details of the final indicators for measuring Intermediate Results (IRs), Outcomes, and the Goal of the Activity.¹

¹ Annex A: Indicators at the Goal, Objectives, Interventions, and Intermediate Results Level was repeated as part of this Annual Report for the sake of completeness in the event that RDMA shares this report with other partners and USAID officials who may not have seen the Activity's previous Quarterly Reports.

OTHER ITEMS REQUIRED AS PART OF THE ANNUAL REPORT

Annex B provides details of other items required as part of the contents of the Annual Report under the contract. These include the Activity budget, expenditure during Year I, and any anticipated waivers/approvals that may be required. It also addresses other items as per the contractual requirements.

INTRODUCTION²

SOUTHEAST ASIA AND ENERGY

Energy is an essential input to sustain economic growth, and, in turn, demand is driven by growing economies. Throughout Southeast Asia, primary energy demand is projected to grow 2.1 percent per annum until 2040, which is higher than the world average. This will require large investments in new power generation capacity and in the systems that sustain this growth. Analysts estimate that the power generating capacity in SEA will need to double by 2035 to accommodate the growing demand; it will require an addition of 270 gigawatts (GW) of additional capacity and an investment of \$500 billion.³ According to the IEA Southeast Asia Energy Outlook 2017, the cumulative energy investment needed (in energy supply and efficiency) to sustain growth to 2040 ranges from \$2.7 trillion to \$2.9 trillion depending on the policy scenario.

Functioning utilities and the broader energy sector are the backbone of national security and economic growth. Unfortunately, in SEA, many utilities are not financially viable and suffer from mismanagement, tariffs are not cost reflective, and there are high levels of both technical and commercial losses.⁴ These factors make it increasingly challenging for SEA utilities to attract additional private sector investment, leaving critical infrastructure even more vulnerable to unsustainable forms of investment, including high interest loans from China. Similarly, the broader energy sector from supply to distribution suffers from numerous challenges that affect the quality of service to the consumers.

There is a growing body of evidence that correlates the increased representation of women in corporate leadership roles with stronger business outcomes. Companies with more women on their boards perform better with regards to their return on investment, sales and equity, and performance during times of crisis or volatility. Globally, women comprise only five percent of executive board members in energy/power companies and only 14 percent of senior management leadership teams.⁵ Increased gender equality can improve business performance and help energy entities meet their bottom-line goals by improving employee retention rates, increasing productivity, and enhancing financial returns.⁶ Moreover, well-functioning energy entities create stronger and more resilient national energy sectors that are critical for economic growth and setting a path to self-reliance. Increasing the number of women working in the energy sector also provides a significant opportunity to improve gender outcomes within developing economies. Expanding women's participation in the traditionally male-

² This entire section is repeated from the Q2 Quarterly Report and is included here for the sake of completeness and context. In the event RDMA shares this report with other USAID officials who may not have seen the previous Quarterly Reports, this section will provide them with the relevant background and context of the E4SEA Activity.

³ Wood Mackenzie, <https://www.woodmac.com/news/opinion/southeast-asia-Ing-power/>

⁴ World Bank, Financial Viability of the Electricity Sector in Developing Countries.

http://ieg.worldbankgroup.org/sites/default/files/Data/Evaluation/files/lp_financial_viability_electricity_sector.pdf

⁵ BMO Financial Group. "Report: The Bottom Line: Connecting Corporate Performance and Gender Diversity." *Catalyst*. January 2004. <https://www.catalyst.org/research/the-bottom-line-connecting-corporate-performance-and-gender-diversity/>

⁶ EY.COM "Talent at the Table Women in Power and Utilities Index." 2016. [https://www.ey.com/Publication/vwLUAssets/ey-talent-at-the-table-women-in-power-and-utilities-index-2016/\\$FILE/ey-talent-at-the-table-women-in-power-and-utilities-index-2016.pdf](https://www.ey.com/Publication/vwLUAssets/ey-talent-at-the-table-women-in-power-and-utilities-index-2016/$FILE/ey-talent-at-the-table-women-in-power-and-utilities-index-2016.pdf)

dominated energy sector leads to tangible economic empowerment outcomes for women, such as increased opportunities for formal employment and higher income.

ENHANCING EQUALITY IN ENERGY FOR SOUTHEAST ASIA (E4SEA)

In Southeast Asia, gender inequality is a major consideration when maximizing opportunities to achieve critical development outcomes. In general, gender disparities throughout Southeast Asian countries are quite prominent. Each country in Southeast Asia has its own unique challenges associated with establishing more gender-equitable socio-economic structures; however, many countries face similar challenges within the energy sector that are applicable region-wide.

Gender imbalance in the energy sector stems mostly from two related patterns: women's unequal social position and the overall male-dominated character of energy institutions. Despite overall gender equality advances across Southeast Asia over the past several years, women's access to and control over assets and resources—and control over their own lives—remains weaker than those of men. Men tend to hold decision-making power within households and in community institutions as well. This trend holds true for the energy sector, which is a male-dominated space. This reality is in part due to the energy industries' demand for heavy physical labor and manual work, including operation of heavy machinery, work in shifts and demanding hours, geographical isolation, and relocation/migration that takes a household member away from the family. Understanding and addressing gender inequality and social exclusion will be essential for developing a sustainable energy sector in Southeast Asia.

In the energy sector, there are many underlying factors that cause gender imbalance and lead to more men being employed in lucrative technical and leadership positions. Globally, women are more likely than men to be responsible for unpaid care work, such as cooking, cleaning, caring for children and elders, and performing a variety of household chores. These practices often prevent women from obtaining education, training, and skills needed to enter higher-wage, high-growth occupations, such as careers in science, technology, engineering, and mathematics (STEM). Even with education, women face multiple barriers when attempting to enter the workforce, including bias in recruiting, and hiring. Companies lack gender specific data to assess the impacts of their recruitments and hiring practices. Once in the workforce, women face overt discrimination, bias in promotions, unequal pay and benefits, and lack of additional education and training opportunities.

To better understand the gender challenges in the SEA region and address the challenges through targeted interventions to enable a more gender equitable and inclusive energy sector workplace environment, the U.S. Agency for International Development Regional Development Mission for Asia (USAID/RDMA) launched Enhancing Equality in Energy for Southeast Asia (E4SEA), a three-year Activity, in 2020 as an Activity aimed to enhance USAID's energy outcomes by improving gender equality in the Southeast Asia energy sector workforce, which supports both a sustainable and secure energy sector and overall women's empowerment. This Activity is part of Asia Enhancing Development and Growth through Energy (Asia EDGE), a U.S. government-wide initiative launched in July 2018 as a key component of the Administration's Indo-Pacific strategy.

E4SEA plans to enhance USAID's energy outcomes by improving gender equality in the Southeast Asia energy sector workforce. E4SEA envisions a unified regional intervention that includes all USAID-supported countries within Southeast Asia and the Pacific region. The primary and initial countries

covered under the Activity will be Burma, Cambodia, Indonesia, Laos, the Philippines, Thailand, and Vietnam.

THEORY OF CHANGE

Theory of Change (ToC) is a logical representation behind how this Activity will bring about its projected results and meet the Activity goal. The USAID/RDMA E4SEA Activity's goal is to improve gender equality in the energy sector, which supports both a sustainable and secure energy sector and overall women's empowerment.

In summary, the Activity development hypothesis is as follows:

- *If* diversity of the energy sector workplace is increased, including an increased pipeline of women and girls with energy sector relevant education and recruitment into energy sector institutions;
- *If* energy sector workplace environments are inclusive, including through the development of workplace policies that are gender equitable, and management that is adaptive;
- *If* women have equitable promotion and leadership opportunities, including access to these opportunities through training, mentorship, and unbiased promotion; and

Then gender equality in the energy sector will be improved.

RESULTS FRAMEWORK

Figure 1 presents the Results Framework (RF) for the Activity based on extensive discussions with the COR and the Program Management and Operation Team Lead at the RDMA, who provided many valuable suggestions and substantial guidance in the finalization of the RF. At the request of USAID/RDMA, E4SEA consulted with the Asia EDGE Hub Team to seek their input to the RF as well.

PERFORMANCE WORK STATEMENT

As part of the solicitation process, E4SEA, as required under the solicitation, developed, and submitted a Performance Work Statement (PWS) to USAID. This PWS is part of CORE's contract and provides the details of the interventions and tasks to be completed to achieve the Activity "Objectives" and "Outcomes". The PWS includes the following five "Objectives" that need to be implemented to achieve the three Activity "Outcomes".

1. **Objective 1:** Identify core challenges to gender equality in the energy sector in Southeast Asia
2. **Objective 2:** Increase the number of women and girls pursuing careers in the energy sector
3. **Objective 3:** Increase the recruitment, retention, and promotion of women in the energy sector workplace
4. **Objective 4:** Increase mentorship and leadership opportunities for women in the energy sector
5. **Objective 5:** Enhance communication, collaboration, and learning

The PWS includes 1) interventions for implementing each of the five Objectives, 2) expected results, 3) performance standards (outputs), 4) acceptable quality standards, and 5) yearly targets for the three-year Activity.

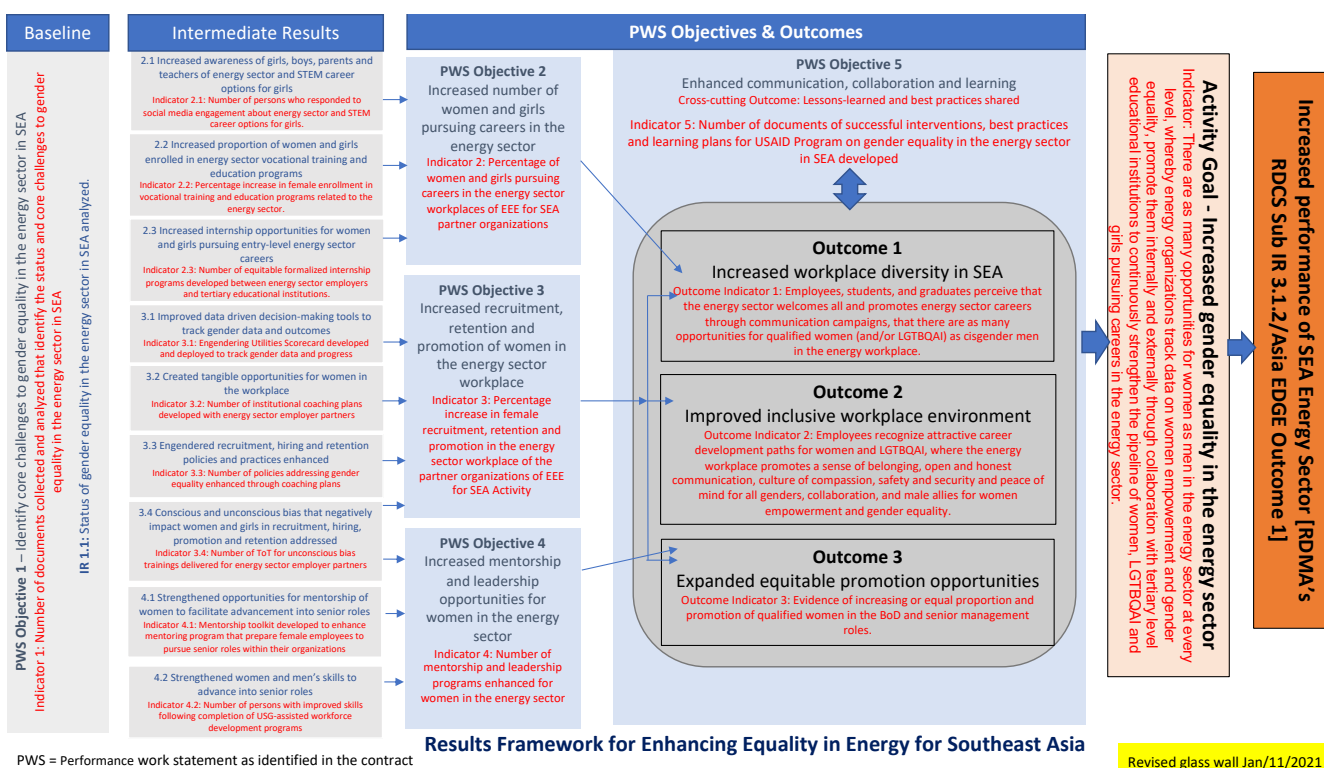


Figure 1. Results Framework (RF) – E4SEA Activity

KEY ELEMENTS OF THE APPROACH TO ACHIEVE THE OUTCOMES

E4SEA's approach for Activity implementation is informed by the following assumptions:

- Increasing the diversity of the energy sector workplace is enabled by an increased pipeline of women and girls with energy sector relevant education, that are recruited by energy sector employers. Transforming attitudes and removing biases are key to strengthen this pipeline.
- Energy sector employers are defined as energy sector public and private employers including government ministries, utilities, regulators, educational institutions with energy programs, rural electrification entities, energy project developers, energy service companies, energy goods and services providers, and the broader civil society organizations involved in energy sector activities.
- Female and male employees in the energy sector increasingly share a common understanding about the status of gender diversity in their institutions and are increasingly likely to believe that promoting gender equality does not come at the expense of meritocracy and/or wider inclusion (race, ethnicity, age, and others).
- Energy employers and leaders are increasingly aware of the need for an inclusive workplace environment, although it may vary by energy entities and countries.

- An inclusive workplace environment is enabled by gender equitable workplace policies which requires management to be receptive to adopting and promoting an equitable workplace. To cultivate workplaces that attract and retain women, there needs to be openness and willingness to 1) make organizational change and 2) engage in leadership development, personal agency, and male engagement.
- Equitable access to promotion and leader opportunities requires access to high quality leadership and management training, mentorship, unbiased promotion opportunities, professional networks, external leadership, and public speaking opportunities.
- There are inherent negative cultural perceptions held by girls and families of girls that prevent girls from applying to jobs in the energy sector.

The Activity goal will be achieved through the effective implementation of evidence-based gender equality practices and policies within partner organizations. During Year 1, E4SEA has worked extensively with potential partner organizations (through extensive IDIs and FGDs) in three focus countries – Indonesia, the Philippines, and Thailand. Specifically, E4SEA identified core challenges to gender equality to inform implementation and decision making (under Performance Work Statement Objective 1 – Identify core challenges to gender equality in the energy sector in Southeast Asia) as well as utilize best practices from established frameworks throughout the life cycle of the Activity, and consider relevant assumptions, as outlined above.

The Activity goal “Improved gender equality in the energy sector” can be achieved if three key outcomes, as described below, are achieved.

OUTCOME 1: INCREASED WORKPLACE DIVERSITY

To increase workplace diversity, it is important to increase the pipeline of women and girls with relevant energy education. This can be achieved through the implementation of interventions under PWS Objective 2: Increasing the number of women and girls pursuing careers in the energy sector. To this end, E4SEA has started working with stakeholders including target beneficiaries to reduce their negative perceptions about women and girls in energy sector jobs; support the enabling environment in vocational schools and academic institutions; and seek ways to increase internship and mentorship opportunities for women and girls pursuing entry-level energy sector careers. As the Activity progresses, it is expected that these interventions will lead to the intermediate results of increasing the awareness of girls, boys, parents, and teachers of career opportunities in the energy sector and in STEM and increasing the proportion of women and girls enrolled in vocational training, education programs, or internship programs related to the energy sector. A detailed approach to implementing the interventions under Objective 2 was provided in the Year 1 Annual Work Plan for the Activity.

OUTCOME 2: IMPROVED INCLUSIVE WORKPLACE ENVIRONMENT

To improve inclusivity in the workplace environment in Southeast Asia, the Activity has begun to identify the core challenges to gender equity in region (PWS Objective 1) and plans to implement targeted interventions to increase recruitment, retention, and promotion of women in the energy sector workplace (PWS Objective 3).

To achieve Objective 1, E4SEA began work with partner organizations to collect country-specific data; map existing energy and gender in energy programs; document key challenges and lessons learned in bilateral and regional USAID programs; and engage energy stakeholders to specifically document core challenges in advancing women's engagement and leadership. This process will continue during year 2. In the medium-term, these interventions are expected to lead to an increased understanding of the status of women's participation in the energy sector.

To achieve Objective 3, E4SEA is working with partners and stakeholders to improve data-driven decision-making tools to track gender data and outcomes; create tangible opportunities for women in the workplace through policies and gender equality interventions; and systematically address conscious and unconscious bias that negatively impacts women and girls in recruitment, hiring, promotion, and retention. This area of work will be significantly expanded during year 2 as presented in the Year 2 Annual Work Plan submitted separately. Intermediate results expected from these interventions include increased recruitment, hiring, promotion, and retention of women into technical and managerial roles and an enhanced, inclusive workplace environment, for non-utility, private or public sector energy institutions. A detailed approach to implementing the interventions under Objective 3 was provided in the Year 1 Annual Work Plan for the Activity.

OUTCOME 3: EXPANDED EQUITABLE PROMOTION OPPORTUNITIES

To expand equitable promotion opportunities in the workplace environment in the energy sector Southeast Asia, E4SEA began work to increase mentorship and leadership opportunities for women in the energy sector (PWS Objective 4) and enhance communication, collaboration, and learning in the sector (PWS Objective 5). These activities will be expanded in year 2 as presented in the Year 2 Annual Work Plan submitted separately. Interventions under Objective 4 will include strengthening opportunities for mentorship of women to facilitate advancement into senior roles and improving women's and men's skills to advance to these roles. It is expected that in the medium-term, these interventions will help increase continuing education opportunities to prepare women for management and leadership positions in the sector. It is also expected that these interventions will lead to increased mentorship of managers and human resources (HR) professionals to promote gender equality in the energy sector workplace.

To achieve Objective 5, the E4SEA Activity has begun developing an evidence base for linking gender and business outcomes; increasing collaboration and coordination on gender equality topics; and increasing the capacity of USAID and implementing partners to incorporate gender equality considerations into energy programs. Expected intermediate results under Objective 5 include increased collaboration on gender equality and women's empowerment programming in the energy sector; and increased capacity of USAID and implementing partners in region to incorporate gender into energy programs.

The Year 1 Annual Work Plan provided a detailed discussion of the approach to implementing the interventions under the PWS Objectives 4 and 5 that was followed during Year 1 and will be followed in year 2 as well.

This Annual Report highlights program activities implemented during Year 1 of the Activity (August 12, 2020 – September 30, 2021). It also highlights issues/challenges posed by the persistence of COVID-19 and proposed solutions and plans for the next year. Given the current status of COVID-19, it is anticipated that many of the challenges and related travel restrictions may continue for a while with

further extension in remote working. This situation makes it very difficult for travel in and out of Bangkok to the Activity's focus countries. Accordingly, continued remote work and virtual meetings are anticipated throughout the first half of year 2 and possibly beyond that time.

CONTRACTUAL REQUIREMENTS FOR THE ANNUAL REPORT

CORE International's contract with USAID specifies that the Contractor shall submitted a Quarterly Report for each Quarter of each Fiscal Year (FY) except for the fourth Quarter which will be replaced by the Annual Report for the FY. The contract requires the following items to be covered in the Annual Report:

“The Contractor must submit annual reports in lieu of the 4th quarterly report each year to the TOCOR and to the CO. For the 4th quarter, the annual report must capture the level of detail required in the Quarterly Performance Reports.

Annual reports will summarize interventions and results during the year in relation to the approved Work Plan. The annual report will be used by USAID to assess the status of the project in relation to the time remaining for performance. Each annual report will include an assessment as to whether the objective of the award will be accomplished within the remaining time and available resources. The annual report will cover all of the items included in the quarterly reports, with a focus on project results over the entire contract year.

In addition, the Contractor will include an assessment as to the effectiveness of the MEL Plan in measuring project impact including:

- 1. Brief analysis on the changes in the project context and assumptions;*
- 2. The status of progress against annual targets for each indicator included in the MEL Plan, and detailed narratives for any deviation by 10% above or below;*
- 3. The status of any ongoing assessments;*
- 4. The appropriateness of the data collected to measure Activity impact;*
- 5. The identification of unanticipated challenges in the collection of evaluation data;*
- 6. The appropriateness of the overall MEL Plan to measure impact and any proposed revisions thereto;*
- 7. Practical or political factors that should be considered when analyzing the performance data; and*
- 8. The effectiveness of the evaluation activities to inform programming.*
- 9. Positive or negative impacts to the environment (as related to the IEE).”*

ORGANIZATION OF THE ANNUAL REPORT FOR YEAR I

Given the requirements of the contract with USAID as defined above, the structure of the Year I Annual Report includes all applicable topics from the above list of requirements. The following is the structure of the Year I Annual Report:

Section 1: Executive Summary

Section 2: Introduction

Section 3: Summary of Operations and Start-up Activities

Section 4: Activity Progress Towards Objectives

Section 5: Completed Interventions and Progress Towards Results

Section 6: Issues and Proposed Solutions

Section 7: Current Status of Ongoing Interventions and Tasks and Planned Interventions for Year 2

Section 8: Success Stories

Section 9: Progress Against Annual Targets for Each Indicator

Section 10: Assessment of the Completion of the Activity Objectives within Remaining Time and Resources

Section 11: Appropriateness of the MEL Plan to Measure Impacts and Any Proposed Revisions

Annex A: Indicators at the Goal, Outcome, Objective, and Intermediate Result (IR) Levels

Annex B: Other Issues Related to General Operations

SUMMARY OF OPERATIONS AND START-UP ACTIVITIES

This section of the Annual Report summarizes all of the start-up activities during Year I. Details of the start-up activities throughout the year were provided in the Quarterly Reports for Quarters 1, 2, and 3.

START-UP ACTIVITIES

Soon after the award of the contract, E4SEA began a host of start-up activities and the preparation of foundational deliverables required under the contract with USAID. The main activities during this period were mobilization, preparation and submission of activity plans and fundamental documents, as well as coordination with USAID to align E4SEA to the specific technical needs of USAID. Initially, until the staffing was completed, all of the activities were managed by the Interim COP (Lois Varrick, based in the US) and the Deputy COP (Prae Piromya, based in Bangkok). All technical oversight and the management of the preparation and delivery of foundational documents was provided by the Lead Activity Advisor and QA/QC Officer (Vinod Shrivastava, based in the US).

ACTIVITY COORDINATION – INTERNAL AND EXTERNAL

E4SEA continues to manage the Activity with extensive and very focused internal and external coordination as discussed below.

WEEKLY INTERNAL COORDINATION MEETINGS

Given the COVID-19 challenges, E4SEA continues to hold a Weekly Virtual Meeting of the entire team. During this meeting, the progress of the work and any challenges during the previous week and plan for activities and milestones for the following week are discussed. In addition, these meetings are used to discuss progress towards all deliverables and Activity implementation assignments.

WEEKLY COORDINATION MEETING WITH RDMA

Simultaneously, E4SEA has established a regular Weekly Progress Review Meeting with the Activity COR and other members of RDMA and USAID offices, as deemed appropriate by the COR. During these virtual meetings that last for 60-90 minutes, all subjects relevant to Activity planning and implementation, as well as the status of the deliverables already submitted and those to be submitted, are discussed.

WEEKLY COORDINATION MEETING WITH THE MAJOR SUBCONTRACTOR (TETRA TECH)

In order to coordinate all of the planning, task assignments, scheduling, deliverables preparation, and communications with stakeholders, E4SEA holds a weekly coordination meeting with the Activity's major subcontractor, Tetra Tech. During these meetings, a review of the Activity's progress on various fronts is discussed. In addition, any key issues and challenges are discussed in order to ensure timely performance.

PERSONNEL MOBILIZATION, RECRUITMENT, AND ONBOARDING

During Year I, E4SEA completed the staffing for all positions and fully mobilized and staffed a fully-dedicated Activity Implementation Office in Bangkok, Thailand. Table 3 providing a listing of staff

working on various interventions and implementation tasks. E4SEA also has an Advisory Committee that provides overall oversight for all Activity planning and implementation tasks and deliverables.

TABLE 3: E4SEA: PERSONNEL ROLES AND RESPONSIBILITIES

NAME	STATUS AND ROLE	RESPONSIBILITY
BANGKOK OFFICE LONG-TERM		
Khan Ram-Indra	Chief of Party (COP)	<ul style="list-style-type: none"> Manages the E4SEA Activity and serves as the principal Point of Contact (POC)
Prae Piromya	Deputy Chief of Party (DCOP)	<ul style="list-style-type: none"> Assists the COP in the implementation and day-to-day operations of the Bangkok office and serves as the Lead Stakeholder Coordinator
Napapan Der Kinderen	Senior Gender Specialist	<ul style="list-style-type: none"> Serves as the lead gender specialist and supports all interventions and activities fostering enhanced gender equality
Sandee Pyne	Change Management Coach	<ul style="list-style-type: none"> Serves as the Lead Change Management Coach for energy sector employers
Suttida Vanaphongsai	Learning and Training Specialist	<ul style="list-style-type: none"> Serves as the Learning and Training Specialist for the Activity
Patteera Chaladmanakul	Monitoring, Evaluation and Learning (MEL) Specialist	<ul style="list-style-type: none"> Leads the development and updating of the MEL Plan and all tasks related to data collection, indicator finalization, and results reporting
Supakorn Suesatsakulchai	Communications, Outreach, Social Media Specialist	<ul style="list-style-type: none"> Leads the development of all communications products
Jurane Paiwattananupun	Project Coordinator and Scheduling and Administration Specialist	<ul style="list-style-type: none"> Provides support in project coordination, Human Resources Management, administration, scheduling, office management
Dulyapon Somsri	Finance Specialist	<ul style="list-style-type: none"> Provides support in payables, account management, financial reporting, and expense compilation
PART-TIME COUNTRY GENDER SPECIALISTS IN THE ACTIVITY FOCUS COUNTRIES		
Dilsy K. Arbutante	Country Gender Specialist (the Philippines)	<ul style="list-style-type: none"> Supports the team in all country-level interventions, opportunities, and program roll-out
TBC	Country Gender Specialist (Indonesia)	<ul style="list-style-type: none"> Supports the team in all country-level interventions, opportunities, and program roll-out
Korrapin Lertkittisuk	Country Gender Specialist (Thailand)	<ul style="list-style-type: none"> Supports the team in all country-level interventions, opportunities, and program roll-out
Walaitat Worakul	Country Gender Specialist (Thailand)	<ul style="list-style-type: none"> Supports the team in all country-level interventions, opportunities, and program roll-out
CORE HOME OFFICE/SHORT-TERM FIELD SUPPORT		
Lois Varrick	Officer-in-Charge, E4SEA Activity	<ul style="list-style-type: none"> Serves as the Officer-in-Charge of the Activity and Capacity Building and Transitional Management Specialist
Vinod Shrivastava	Officer-in-Charge, Activity delivery and QA/QC	<ul style="list-style-type: none"> Serves as the Lead Activity Advisor and the QA/QC Officer-in-Charge
Dinesh Wahi	Manager of Procurement, Logistics, and Contract Support	<ul style="list-style-type: none"> Provides management and administrative support for the Activity

TABLE 3: E4SEA: PERSONNEL ROLES AND RESPONSIBILITIES

Veronica Pohls	Home Office Support Specialist	▪ Provides support to Field Office in record keeping, finance and accounting, logistics, coordination, and meeting organization
TBD (Multiple Persons)	Cross-cutting Specialists: Gender Specialist; Monitoring, Evaluation and Learning Specialist; Social Impact Specialist, Graphics Specialist (Mid-Level)	▪ Provide backstopping support to Field Office in cross cutting areas of gender; monitoring, evaluation, and learning; social impact, graphics
ADVISORY COMMITTEE		
Vinod Shrivastava	Lead Activity Advisor and QA/QC Officer	▪ Advises on all aspects of the Activity planning and implementation and leads the development of all key deliverables
Jeannelle Blanchard	Senior Project Advisor	▪ Advises on the development of key deliverables and oversees Tetra Tech's subcontract performance
Jessica Menon	Gender Advisor	▪ Advises on the development of key deliverables, conceptualization of activities, and adapting of Engendering Utilities activities
Ryan Kilpatrick	Communications Advisor	▪ Advises on the development of key communication related deliverables
Arai Monteforte	Energy Sector Advisor	▪ Advises on the development of key deliverables
Jasmine Boehm	Change Management Advisor	▪ Advises on the conceptualization of coaching activities
Agathe Gondinet	Adult Learning Advisor	▪ Advises on the development of unconscious bias training
Jan Reynders	Male Engagement Advisor	▪ Supports the deployment of the male engagement ToT for the Activity
SHORT TERM TECHNICAL ASSISTANCE (STTA)		
Monica Simarmata	Energy Sector Associate	▪ Completes required operational project management and financial items under Tetra Tech subcontract
Elisa Perry	MEL Specialist II	▪ Supported MEL Specialist I in developing a robust M&E plan
Ziza Machado	Cross-Cutting Specialist	▪ Provided support in gender and energy research, survey development and data compilation and summation
Kara De Kretser	Gender and Social Inclusion Specialist	▪ Provided support to develop gender equality and social inclusion assessment and analyses based on literature review
TBD	Senior Training Specialist	▪ Support the Learning and Training Specialist
TBD	Senior Cross-Cutting Specialists (Communications and Outreach)	▪ Support all communications and outreach tasks
TBD	Senior Cross-Cutting Specialist (Change Management Specialist)	▪ Support all change management activities

PROGRESS WITH BANGKOK OFFICE STAFFING

With the joining of the permanent COP on May 1, 2021 and the replacement of the MEL Specialist, the staffing for the Bangkok Office is complete.

PROGRESS WITH ESTABLISHING THE BANGKOK OFFICE

E4SEA's Bangkok office is fully operational. However, given the COVID-19 situation, most of the staff are working remotely. All local COVID-19 regulations and advisory are being strictly followed.

OTHER RELATED MOBILIZATION ACTIVITIES

In addition to rapid staff recruitment and the selection of a suitable location for the field office in Bangkok, the following key mobilization activities have also been completed:

1. Recruitment of a Thai Law Firm
2. Recruitment of an Accounting Firm
3. Registration of Thai Company
4. Opening of a Company Bank Account
5. Procurement of Office Equipment
6. Procurement of Office Furniture and Supplies
7. Registration of CORE and All Employees with the Required Thai Government Agencies and Compliance with All Thai Laws and Regulations

Accordingly, during Year I, the E4SEA Activity was fully staffed, mobilized and operational. As of the writing of this Annual Report, the Activity is on a highly accelerated pace of implementation, including extensive IDIs and FGDs and implementation activities under all objectives.

OTHER ISSUES RELATED TO ACTIVITY OPERATIONS

Annex B provides a summary of other issues related to Activity operations which include the following items:

1. Description of short-term consultants' progress and observations, identifying any issues;
2. Status of budget expenditures;
3. Identification of any problems/challenges and mitigation measures;
4. Projected USAID approvals, waivers or deviation requests anticipated during the next quarter; and
5. Status of required audit processes including for sub-awardees, if applicable.

DELIVERY AND STATUS OF CONTRACTUAL PRODUCTS

Table 4 provides the status of all contractual deliverables prepared and submitted to RDMA/USAID during Year I. The products/deliverables included in Table 4 are those that are specifically required in the contract and are milestone deliverables with a portion of the fee attached to each deliverable. As shown in Table I and discussed later in this Report, a large number of PWS intervention deliverables as well as intermediate deliverables were submitted throughout the year to keep the COR fully abreast of the implementation progress as well seek COR input to strategic work products.

TABLE 4: E4SEA CONTRACTUAL PRODUCTS SUBMITTED IN YEAR I (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

NAME OF CONTRACTUAL PRODUCT		STATUS
1. Branding and Marking Implementation Plan		<ul style="list-style-type: none"> Submitted with the proposal and approved by USAID on August 12, 2020.
2. Rapid Mobilization Plan		<ul style="list-style-type: none"> Submitted on September 10, 2020, as per the contractual schedule, and approved by USAID.
3. Communications and Outreach Plan		<ul style="list-style-type: none"> Submitted on October 10, 2020, as per contract schedule, and approved by USAID on November 20, 2020. A second revised version with the new name of the Activity (E4SEA) submitted on April 02, 2021.
4. Monitoring and Evaluation Plan		<ul style="list-style-type: none"> Final Revised MEL Plan along with the PIRS and PITTs submitted to the COR on February 27, 2021. After multiple revisions, the MEL Plan was approved on May 17, 2021.
5. Year I Annual Work Plan		<ul style="list-style-type: none"> Draft Year I Annual Work Plan submitted to USAID on October 09, 2020. Year I Work Plan approved by the COR on March 22, 2021 A Revised Year I Work Plan was submitted on June 26, 2021 and approved by USAID on June 30, 2021.
6. Gender Equality and Social Inclusion (GESI)		<ul style="list-style-type: none"> Submitted on November 08, 2020, as per contract schedule, and approved by USAID on December 10, 2020.
7. Gender and Inclusive Development Action Plan (GIDAP)		<ul style="list-style-type: none"> Submitted on November 08, 2020, as per contract schedule, and approved by USAID on January 26, 2021.
8. Quarterly Performance Report Q1 (August 12 – December 31, 2020)		<ul style="list-style-type: none"> Submitted on January 14, 2021 as per contract schedule and approved by USAID on February 23, 2021.
9. Quarterly Financial Report Q1 (August 12 – December 31, 2020)		<ul style="list-style-type: none"> Submitted on January 14, 2021 as per contract schedule and approved by USAID on February 23, 2021.
10. Quarterly Performance Report Q2 (January 1, 2021 – March 31, 2021)		<ul style="list-style-type: none"> Submitted on April 14, 2021 as per contract schedule. Revised Quarterly Performance Report submitted on June 27, 2021. Report approved by RDMA on July 2, 2021.
11. Quarterly Financial Report Q2 (January 1, 2021 – March 31, 2021)		<ul style="list-style-type: none"> Submitted on April 14, 2021 as per contract schedule. Revised Quarterly Financial Reports submitted on June 27, 2021. Report approved by RDMA on July 2, 2021.
12. Quarterly Performance Report Q3 (April 1, 2021 – June 30, 2021)		<ul style="list-style-type: none"> Submitted on July 13, 2021 as per contract schedule. Report approved by RDMA on August 11, 2021.
13. Quarterly Financial Report Q3 (April 1, 2021 – June 30, 2021)		<ul style="list-style-type: none"> Submitted on July 13, 2021 as per contract schedule. Report approved by RDMA on August 11, 2021.
14. Biannual IDIQ Report (Required as part of the Energy IDIQ II Contract)		<ul style="list-style-type: none"> Submitted on August 03, 2021 as per schedule.
15. Quarterly Contract Financial Report (Required as part of the Energy IDIQ II Contract)		<ul style="list-style-type: none"> Submitted on August 03, 2021 as per schedule.
16. Contractor Self-Assessment Report		<ul style="list-style-type: none"> Submitted on July 27, 2021 as per contract schedule. Report approved by RDMA on August 11, 2021.
17. Year 2 Annual Work Plan		<ul style="list-style-type: none"> Submitted on August 19, 2021 as per the contract requirement Approved by the COR on September 30, 2021.

The next section discusses the additional implementation deliverables completed and submitted under each of the five Activity objectives and the interventions within the objectives.

ACTIVITY PROGRESS TOWARDS OBJECTIVES

This section summarizes the highlights of the progress towards the five objectives of the Activity. A more detailed discussion of the progress made under each intervention and individual tasks within the various objectives is provided in the next section.

PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 1

The following is a summary of the progress towards implementing Objective 1 of the E4SEA Activity during Year 1:

- The GESI and GIDAP have been submitted and approved by the COR.
- The Stakeholder Mapping for Thailand, Indonesia, and the Philippines has been completed and approved by the COR.
- The Program Coordination Dashboard has been developed for the three focus countries.
- The Stakeholder Consultation Report, including the results from IDIs and FGDs, has been submitted for Thailand. The IDI Report Summary for Indonesia and the Philippines have also been submitted. All the documents have been approved by USAID/RDMA. The FGD summaries for Indonesia and Philippines will be included in the final Assessment Report.
- The work on the Baseline Citizen Survey is underway. GeoPoll, a competitively selected international survey firm, has been working closely with E4SEA to develop a list of questions for the survey which will be conducted and completed in the October/November 2021 timeframe in all three countries simultaneously.
- The preparation of the Assessment Report on the status of women's participation in the energy sector in SEA is underway and will be completed by Q1 of FY2022.

As noted above, the next section provides much more detail on the progress of the tasks and expected results of the Interventions implemented under Objective 1 during Year 1.

PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 2

The following is a summary of the progress towards implementing Objective 2 of the E4SEA Activity during Year 1:

- The School Engagement Toolkit has been prepared and submitted.
- The Social Media/Community Outreach Campaign Toolkit has been prepared and submitted.
- An LOC partnership with the Faculty of Economics, Chulalongkorn University (TH) is expected to be secured soon. Other potential partners include, but are not limited to, Petroleum and Petrochemical College, Chulalongkorn University (TH); Pertamina University (ID); Thammasat University (TH); and the University of Science and Technology of Southern Philippines (PH).
- The ToT for unconscious bias training will be tailored for each partner based on the identified gaps.
- The Internship Toolkit has been prepared and submitted.

The next section provides more details on the progress of the tasks and expected results of the Interventions implemented under Objective 2 during Year 1.

PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 3

The following is a summary of the progress towards implementing Objective 3 of the E4SEA Activity during Year 1:

- The Engendering Industries' Scorecard has been submitted. Adaptation of the Scorecard to the E4SEA purposes is underway in consultation with Tetra Tech.
- A LOC partnership has been successfully secured with WeGen, an energy company based in the Philippines.
- The Coaching Plan to be used to document the coaching process at each partner organization has been completed.
- The ToT for unconscious bias training will be tailored for each partner based on identified gaps.
- E4SEA has begun the identification of compelling and technically sound approaches for the ToT of unconscious bias training for energy sector employers.

Additional details on the progress of the tasks and expected results of the Interventions implemented under Objective 3 during Year 1 can be found in the next section.

PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 4

The following is a summary of the progress towards implementing Objective 4 of the E4SEA Activity during Year 1:

- The mentorship toolkit is being planned, and research is being conducted on existing mentorship programs and mentorship program best practices.
- A repository of continuing education programs for energy sector employer partners has been completed via Airtable, a spreadsheet-database hybrid platform, that allows for the development of a user-friendly and visually appealing repository. E4SEA will update the repository annually.
- E4SEA's Change Management Coach has attended the training of trainers of the Accelerated Course, while the Senior Gender Specialist has attended the same course as a participant.

A more in depth discussion of the progress of the tasks and expected results of the Interventions implemented under Objective 4 during Year 1 can be found in the next section.

PROGRESS TOWARDS IMPLEMENTING OBJECTIVE 5

The following is a summary of the progress towards implementing Objective 5 of the E4SEA Activity during Year 1:

- The Knowledge Management Plan has been prepared and submitted.
- The Outreach and Collaboration Action Plan for Thailand has been submitted. It will be continuously updated for the three focus countries: Thailand, Indonesia, and the Philippines.
- E4SEA has been actively engaged with relevant USAID bilateral missions and their respective IPs in the region.
- E4SEA successfully organized a semi-annual virtual meeting with the topic "Energy and Gender Nexus in SE Asia: Insights from the Indonesian Experiences" on September 16, 2021.

- Together with EI, E4SEA organized a side-event workshop titled “Leading the Energy Sector into the Future by Harnessing the Power of Gender Equality” at the Asia Clean Energy Forum 2021 on June 14, 2021.
- E4SEA, in partnership with the American Chamber of Commerce (AMCHAM) in Thailand, co-organized a panel discussion via a webinar titled “Women in Leadership” on June 22, 2021, which focused on gender equality in the energy sector.
- A Learning Plan for USAID and its IPs has been developed and submitted.
- In close consultation with the COR, E4SEA is planning to organize an annual virtual training and exchange workshop for USAID and its IPs in Q1 of Y2022.
- The Help Desk Concept note has been prepared and submitted.
- In closed consultation with the COR, E4SEA is planning to share the GESI analysis on USAID’s website (i.e. Asia EDGE).

The next section provides more details on the progress of the tasks and expected results of the Interventions implemented under Objective 5 during Year 1.

Table 5 below provides a concise summary of the highlights of the progress made under each objective of the E4SEA Activity during the period August 12, 2020 – September 30, 2021.

TABLE 5: PROGRESS OF IMPLEMENTATION UNDER VARIOUS OBJECTIVES – YEAR 1

OBJECTIVE	IMPLEMENTATION PROGRESS
Objective 1:	<p>During Year 1 of Activity implementation, E4SEA delivered substantial progress towards accomplishing Objective 1. The Stakeholder Consultation Report for Thailand has been completed. Both the IDI Report Summary and FGD Report Summary for Thailand were submitted and approved by the COR. The IDI Report Summary for Indonesia and the Philippines have also been completed and approved.</p> <p>Despite a slight delay, the work on the Baseline Citizen Survey has been progressing well. It is expected that the regional survey will be conducted in October 2021. The development of the Assessment Report is on-going and it is expected to be completed by Q1 of FY2022.</p>
Objective 2:	<p>Under Objective 2, a partnership with the Faculty of Economics, Chulalongkorn University (TH) is expected to be secured soon. Other potential partners include, but not limited to, Petroleum and Petrochemical College, Chulalongkorn University (TH); Pertamina University (ID); Thammasat University (TH); and University of Science and Technology of Southern Philippines (PH).</p> <p>The School Engagement Toolkit, Social Media/Community Outreach Campaign Toolkit, and Internship Toolkit have successfully been developed and submitted. The work to develop ToT for unconscious bias training is underway.</p>
Objective 3:	<p>An LOC partnership has been successfully secured with WeGen (PH)</p> <p>EI's Scorecard has been submitted, and the Coaching Plan to be used to document the coaching process at each partner organization has been completed.</p> <p>Based on COR comments, the Scorecard Tool is being adapted to the E4SEA context in consultation with Tetra Tech.</p>
Objective 4:	<p>The work on Objective 4 is on track. The repository of continuing education programs has been developed and will be update annually. The mentorship toolkit is being planned, and research is being conducted on existing mentorship programs and mentorship program best practices.</p>
Objective 5:	<p>E4SEA made good progress on Objective 5. The Knowledge Management Plan, the Learning Plan for USAID and its IPs, the Outreach and Collaboration Action Plan, and the Help Desk Concept have been prepared and submitted.</p> <p>A few knowledge sharing activities, as mentioned earlier, were successfully organized.</p>

PROGRESS TOWARDS COMMUNICATIONS AND OUTREACH PLAN IMPLEMENTATION

Throughout Year I, E4SEA continued to develop and deliver the following materials per the approved Communication and Outreach Plan:

- Outreach materials for IDIs and FGDs for Indonesia, the Philippines and Thailand.
- Outreach materials for engaging potential LOC energy employers .
- A Social Media Toolkit with guidelines for energy sector employers and educational institutions on the development and implementation of social media campaigns that would encourage more girls and women to enroll in STEM subjects and pursue careers in the energy sector.
- A School Engagement Toolkit to serve as a guide for energy sector employers and educational institutions in engaging with primary and secondary schools, especially through role models, in order to inform young students, parents, and school faculty about career opportunities in the energy sector as well as inspire and empower young students, particularly girls, to enroll in STEM subjects and pursue careers in the energy sector.

PROGRESS TOWARDS BILATERAL MISSION ENGAGEMENT AND OUTREACH

During Year I, E4SEA engaged with relevant bilateral missions and Implementing Partners (IPs) to coordinate the Activity and explore areas of mutual cooperation. For these engagements, customized PowerPoint presentations were developed and used as tools to engage the bilateral Missions in the three focus countries – Thailand, Indonesia, the Philippines. In addition, the Activity engaged with the bilateral missions and IPs in Laos and Vietnam.

FOLLOW UP WITH BILATERAL MISSIONS AND IP(S) IN INDONESIA, LAOS, THE PHILIPPINES, AND VIETNAM

With strong support from USAID/RDMA, E4SEA has coordinated closely with the USAID bilateral missions in Indonesia, the Philippines, Laos and Vietnam. The missions, including their IPs, helped to identify and provide useful recommendations on potential stakeholders for IDIs and FGDs for the two countries.

The USAID Mission in Laos has been very supportive and actively engaged with the E4SEA Activity. A number of constructive meetings were organized between USAID/Laos, USAID/RDMA, the National University of Laos (NUOL), and E4SEA to discuss potential collaboration and activities in Laos. Currently, E4SEA and the Faculty of Engineering (FEN) at NUOL are reviewing a draft Memorandum of Agreement (MOA) to facilitate collaboration.

In Vietnam, through the ongoing support of RDMA and the USAID Mission, E4SEA has begun developing areas of potential collaboration with the IPs of VLEEP-II and VUES.

In addition, E4SEA has just begun discussions with the IP of SERVIR-Mekong Project, a regional activity being implemented by RDMA.

PROGRESS TOWARDS DESIGNING THE BASELINE CITIZEN SURVEY

The Baseline Citizen Survey aims to develop a statistically representative online citizen survey that collects critical data on information gaps identified in the secondary research and the stakeholder engagement phase, with an emphasis on beliefs and attitudes on gender equality.

In order to find a qualified and experienced sub-contractor for the Baseline Citizen Survey, a competitive procurement process was conducted. GeoPoll, a company registered in the State of Colorado under the name Mobile Accord, Inc. was selected.

It is planned that the phone-based survey will be conducted in Indonesia, the Philippines, and Thailand. Each survey would take approximately 20 – 25 minutes. Depending on the types of respondents, the survey questions will be tailor-made to identify different opinions on gender equality from different groups of stakeholders. The survey process mainly consists of three phases: a) design phase; b) implementation phase; and c) data cleaning and analysis phase.

Overall, the work on the survey has been progressing well. The E4SEA Team and GeoPoll have been working very closely to develop and refine a list of questions for different types of respondents. Five sets of survey questionnaires have been developed and tailored to a) students aged 18 and above; b) new graduates; c) parents; d) professionals; and e) the general public. After the questions are finalized, they will be translated into local languages which will be integrated into GeoPoll's computer-assisted application. Trainings for enumerators will be conducted with participation from E4SEA. Mock interviews will be tested and areas for improvement will be identified. The survey approach and questions will be strengthened. It is anticipated that it should take three weeks for the survey to be conducted in the three countries. After that, GeoPoll will clean up the data and share the results with E4SEA. It is anticipated that the survey will be completed by the end of October 2021. Key findings from the survey will then be strategically integrated into the Assessment Report.

PROGRESS TOWARDS REMOVING GENDER-RELATED CONSTRAINTS

E4SEA's major focus since the start of the Activity has been to fortify the gender team. Specifically, E4SEA has implemented the following actions related to developing a strong team to address gender challenges and remove gender-related constraints through implementing the objectives under the Activity:

1. Appointed and onboarded the Senior Gender Specialist (key personnel) based in the Bangkok Office.
2. Appointed several STTA Country Gender Specialists to support all of the GESI and GIDAP tasks.

In addition, E4SEA plans to add several more gender specialists to the team. As a result of a pro-active approach to recruitment and staffing, there are no gender-related constraints to implementing the Activity.

NEW OPPORTUNITIES PURSUED TO CREATE GREATER GENDER EQUITY

In order to enhance the visibility of the E4SEA Activity and to explore new opportunities to create greater gender equity, throughout Year 1, E4SEA explored numerous avenues for coordination and

collaboration with other gender programs. Specifically, with guidance from the COR, E4SEA has engaged with a wide circle of stakeholders including various energy/gender networks, including the following:

1. The TALKS at SIRI HOUSE: Women Empowerment, PART TWO on November 26th, 2020
2. UN WEPs Awareness Training at the Sukosol Hotel on December 17th, 2020.
3. The Asia Foundation, Laos
4. Johns Hopkins University – SEE Change Training and Personal Empowerment
5. National Science Foundation – Women and Girls in STEM Program
6. Tetra Tech – Water and Energy for Food (WE4F) Program
7. Women in Wind Global Leadership Program co-sponsored by the Global Women’s Network for Energy transition (GWNET) and Global Wind Energy Council (GWEC)
8. USAID Asia Bureau – Gender Program
9. Tetra Tech – Engendering Industries and Engendering Utilities Partner Utilities in the Philippines
10. AMCHAM Joint Legal Committee & CSR Committee: Human Rights & Supply Chain Due Diligence, on April 21, 2021
11. Energy Community Secretariat: Energy Transition through the Lens of Gender Equality Workshop, on April 27, 2021
12. Africa-EU Partnership (AEEP): Empowered Actors of Change—A Successful African-European Energy Transition Depends on Women, on April 28, 2021
13. Asia Clean Energy Forum (ACEF) Side Event: Leading the Energy Sector into the Future by Harnessing the Power of Gender Equality, on June 14, 2021
14. ACEF Spotlight Session: Women Powering the Future: Innovation and Resilience, on June 16, 2021
15. AMCHAM Women: Advocating Real Change, on June 17, 2021
16. AMCHAM Joint CSR, HR, and Women's Committee: Women in Leadership, on June 22, 2021
17. ENERGIA & SEWA: Women-led rural development through renewable energy, on June 24, 2021
18. DEVEX LGBTQ+ Inclusion in Global Development on June 24, 2021
19. Vietnam Low Energy Emissions Program (VLEEP)-II on July 27, 2021
20. New Energy Nexus Energy Innovation Day (The Philippines), on July 29, 2021
21. Thailand Management Association: TMA ESG Series Webinar – The State of Green Finance, on September 9, 2021
22. Vietnam Urban Energy Security Activity on September 14, 2021
23. Asian Forum on Enterprise for Society (AFES) 2021: ENERGY TRANSITION: How to Power Growth and Preserve the Planet, on September 23, 2021
24. AMCHAM Women: Women on Board Discussion Series, on September 28, 2021
25. International Youth Summit for Renewable Energy (IYSRE): Cooperation Chamber Dialogue, on October 2, 2021
26. SERVIR – Mekong Project on October 6, 2021

COMPLETED INTERVENTIONS AND PROGRESS TOWARDS RESULTS

This section summarizes the activities completed under the various interventions and the progress towards results.

OVERALL PROGRESS TOWARDS DESIGNING AND CONDUCTING IDI(S) AND FGD(S) IN THAILAND, INDONESIA, AND THE PHILIPPINES

During Year 1, the E4SEA Activity completed the IDIs and FGDs in the three focus countries. This is a significant achievement given the challenges of COVID-19. Table 6 provides a snapshot of the total number of IDIs and FGDs completed.

TABLE 6: OVERALL PROGRESS TOWARDS DESIGNING AND IMPLEMENTING IDI IN THAILAND, INDONESIA AND THE PHILIPPINES (AUGUST 12, 2020 – SEPTEMBER 30, 2021)

ACTIVITY FOCUS COUNTRY	STATUS OF IDIs AND FGDs
Indonesia	<p>Completed 14 IDIs with key stakeholders in</p> <ul style="list-style-type: none"> • the public sector • energy employers • tertiary-level educational institutions • non-profit organizations <p>Completed 10 sex-disaggregated FGDs with</p> <ul style="list-style-type: none"> • junior engineers • mid-level engineers • university students • vocational school students • high school students
The Philippines	<p>Completed 13 IDIs with key stakeholders in</p> <ul style="list-style-type: none"> • the public sector • energy employers • tertiary-level educational institutions • non-profit organizations <p>Completed 10 sex-disaggregated FGDs with</p> <ul style="list-style-type: none"> • junior engineers • mid-level engineers • university students • vocational school students • high school students
Thailand	<p>Completed 23 IDIs with key stakeholders in</p> <ul style="list-style-type: none"> • the public sector • energy employers • tertiary-level educational institutions • non-profit organizations <p>Completed 10 sex-disaggregated FGDs with</p> <ul style="list-style-type: none"> • junior engineers • mid-level engineers • university students • vocational school students • high school students

Separate detailed IDI Summary Reports with a list of stakeholders engaged were submitted for the three countries and approved by RDMA/USAID.

OVERALL SUMMARY OF PROGRESS TOWARDS ACHIEVING OUTPUTS AND RESULTS FROM VARIOUS INTERVENTIONS

Despite the challenges posed by COVID-19, considerable progress was made under all Activity objectives. Table 7 summarizes the progress towards achieving outputs and results from various interventions under the five (5) E4SEA Activity objectives.

TABLE 7: PROGRESS TOWARDS RESULTS UNDER VARIOUS OBJECTIVES AND INTERVENTIONS

OBJECTIVE	INTERVENTION	PROGRESS TOWARDS RESULTS
Objective 1: Identify core challenges to gender equality in the energy sector in Southeast Asia	Intervention 1.1: Collect country-specific data	GESI and GIDAP were submitted on November 10, 2020 and have been approved.
	Intervention 1.2: Map existing programs and document key challenges and lessons learned in bilateral and regional USAID programs.	The Stakeholder Mapping Report for Thailand was submitted and will be updated for Indonesia and the Philippines. The Program Coordination Dashboard has been developed for the three focus countries.
	Intervention 1.3: Engage energy stakeholders to document core challenges in advancing women's engagement and leadership in SEA's energy sector.	The Stakeholder Consultation Report, including the results from IDIs and FGDs, has been submitted for Thailand. The IDI Report Summary for Indonesia and the Philippines have also been submitted. The FGD results from the two countries will be part of the Assessment Report which will be submitted by Q1 of FY2022. The work on Baseline Citizen Survey is underway. GeoPoll, a sub-contractor, has been working closely with E4SEA to develop a list of questions for the survey which should be executed in October 2021. The preparation of the Assessment Report on the status of women's participation in the energy sector in SEA is underway and will be completed by Q1 of FY2022.
Objective 2: Increase the number of women and girls pursuing careers in the energy sector	Intervention 2.1: Reverse negative perceptions about women and girls in energy sector jobs via training and education programs.	The School Engagement Toolkit and the Social Media/Community Outreach Campaign Toolkit have been prepared and submitted.
	Intervention 2.2: Support an enabling environment in vocational schools and academic institutions to increase number of women and girls in the sector.	An LOC partnership has been successfully secured with Faculty of Economics, Chulalongkorn University (TH). Other potential partners include, but not limited to, Petroleum and Petrochemical College, Chulalongkorn University (TH); Pertamina University (ID); Thammasat University (TH); and University of Science and Technology of Southern Philippines (PH).
	Intervention 2.3: Strengthen equitable formalized internship programs that help young girls to familiarize themselves with energy sector and potential careers.	It is worth noting that there is a slight delay in formalizing the LOC partnerships with potential tertiary-level academic institutions. This is due to the COVID-19 pandemic and clearance process for the LOC documents which is taking longer than anticipated.

TABLE 7: PROGRESS TOWARDS RESULTS UNDER VARIOUS OBJECTIVES AND INTERVENTIONS

OBJECTIVE	INTERVENTION	PROGRESS TOWARDS RESULTS
		<p>The ToT for unconscious bias training will be tailored for each partner based on identified gaps.</p> <p>The Internship Toolkit has been prepared and submitted.</p>
Objective 3: Increased recruitment, retention, and promotion of women in the energy sector workplace	Intervention 3.1: Adapt and localize Engendering Utilities scorecard framework and tools for energy sector employers/partners.	The Engendering Industries' Scorecard has been submitted and is being adapted to the E4SEA context based on the COR comments.
	Intervention 3.2: Coach energy sector partners/organizations on how to improve talent attraction and outreach.	A LOC partnership has been successfully secured with WeGen (PH).
	Intervention 3.3: Strengthen policies and practices related to recruitment, hiring, and retention of women in the energy sector.	The Coaching Plan to be used to document the coaching process at each partner organization has been developed.
	Intervention 3.4: Develop ToT on conscious and unconscious bias in the energy sector.	The ToT for unconscious bias training will be tailored for each partner based on identified gaps.
Objective 4: Increase Mentorship and Leadership opportunities for women in the energy sector	Intervention 4.1: Support establishment of mentorship programs within energy employer organizations.	The mentorship toolkit is being planned, and research is being conducted on existing mentorship programs and mentorship program best practices.
	Intervention 4.2: Build personal agency and leadership skills and provide the Engendering Utilities accelerated course as a continuing education.	<p>A repository of continuing education programs for energy sector employer partners has been completed via Airtable, a spreadsheet-database hybrid platform that allows for the development of a user friendly and visually appealing repository.</p> <p>E4SEA's Change Management Coach has attended the training of trainers of the Accelerated Course, while the Senior Gender Specialist has attended the same course as a participant.</p>
Objective 5: Enhance communication, collaboration, and learning	Intervention 5.1: Develop an evidence base for linking gender and business outcomes.	The Knowledge Management Plan has been prepared and submitted.
	Intervention 5.2: Increase collaboration and coordination on gender equality topics.	<p>The Outreach and Collaboration Action Plan for Thailand has been submitted. It will be continuously updated for the three focus countries; Thailand, Indonesia, and the Philippines.</p> <p>E4SEA has been actively engaged with relevant USAID bilateral missions and their respective IPs in the region.</p>
	Intervention 5.3: Increase capacity of USAID and implementing partners to incorporate gender equality considerations into energy programs.	<p>E4SEA successfully organized a semi-annual virtual meeting with topic "Energy and Gender Nexus in SE Asia: Insights from Indonesian Experiences" on September 16, 2021.</p> <p>Together with EI, E4SEA organized a side-event workshop titled "Leading the Energy Sector into the Future by Harnessing the Power of Gender Equality" at the Asia</p>

TABLE 7: PROGRESS TOWARDS RESULTS UNDER VARIOUS OBJECTIVES AND INTERVENTIONS

OBJECTIVE	INTERVENTION	PROGRESS TOWARDS RESULTS
		<p>Clean Energy Forum 2021 on June 14, 2021.</p> <p>E4SEA, in partnership with the American Chamber of Commerce (AMCHAM) in Thailand, co-organized a panel discussion via a webinar titled “Women in Leadership” on June 22, 2021, which focused on gender equality in the energy sector.</p> <p>A Learning Plan for USAID and its implementing partners has been developed and submitted.</p> <p>In closed consultation with COR, E4SEA is planning to organize an annual virtual training and exchange workshop for USAID and its IPs in Q1 of Y2022.</p> <p>The Help Desk Concept note has been prepared and submitted.</p> <p>In closed consultation with the COR, E4SEA is planning to share the GESI analysis on USAID’s website.</p>

ISSUES AND PROPOSED SOLUTIONS

Without a doubt, COVID-19 and the consequent travel restrictions, as well as the necessity to work remotely, have been very challenging since the start-up of the Activity. Virtually all aspects of program planning and implementation had to be reconfigured using virtual meetings and remote discussions. As a result, there have been some challenges in mobilization activities and staffing. However, both the mobilization and staffing have been completed.

COVID-19 also posed challenges in organizing and conducting extensive IDIs and FGDs in the three Activity focus countries. These were overcome by maximizing established networks, targeting specific leaders and organizations and utilizing networks to reach those specific contacts to on-board their participation in E4SEA activities, receiving bilateral and regional Mission support, and closely coordinating with IPs active in the target countries.

Table 8 lists potential challenges that E4SEA may face in year 2 and the proposed mitigation measures if the third wave of COVID-19 continues.

TABLE 8: E4SEA ISSUES AND PROPOSED SOLUTIONS

ISSUE	LEVEL OF IMPACT (LOW/MEDIUM/HIGH)	IMPACT	MITIGATION
Persistent additional waves of COVID-19 in Thailand and the Activity's focus countries	Medium	<p>Travel restrictions in SE Asia resulting in the need for virtual interviews and training delivery</p> <p>Compromised ability to conduct face-to-face meetings and discussions</p> <p>Delays in recruitment of additional Country Gender Specialists</p> <p>Impact on in-person Training of the Trainer (ToT) delivery</p> <p>Impact on in-person change management coaching of change agents in energy companies</p>	<p>Prepare process for online meetings and discussions in the Activity's new countries utilizing best practices</p> <p>Establish a pool of regional Gender Specialists and alternates in order to meet surge demand and mobilize resources expeditiously</p> <p>Prepare ToT activity training maximizing the use of the virtual environment</p> <p>Develop plans for virtual training and change management coaching</p>

Other than the unpredictability of the COVID-19 situation and the consequent travel and work-related restrictions, E4SEA does not anticipate any significant issues related to the implementation of the Activity in year 2.

CURRENT STATUS OF ONGOING INTERVENTIONS AND TASKS PLANNED INTERVENTIONS FOR YEAR 2

The current status of the interventions and tasks and progress towards results has been discussed in the section entitled “Completed Interventions and Progress Towards Results” and summarized in the Executive Summary. Therefore, this section briefly documents 1) the tasks and interventions implemented, 2) results achieved, and 3) activities planned during year 2 of the Activity starting October 1, 2021.

Details of the interventions and implementation activities planned for year 2 are provided in the Year 2 Annual Work Plan submitted to RDMA separately. The Year 2 Work Plan for the Activity has been approved by the COR.

OBJECTIVE 1: IDENTIFY CORE CHALLENGES TO GENDER EQUALITY IN THE ENERGY SECTOR IN SOUTHEAST ASIA

INTERVENTION 1.1 COLLECT COUNTRY-SPECIFIC DATA

TASKS

As per the PWS, the tasks under Intervention 1.1 include 1) GESI Analysis and 2) GIDAP based on secondary information derived from extensive literature search.

OUTPUTS

- The outputs for Intervention 1.1 were 1) GESI Analysis and 2) GIDAP.

RESULTS

Results achieved from the implementation of Intervention 1.1 are as follows:

- Increased understanding of the status of women’s participation in the energy sector in SEA
- Increased understanding of potential gender equality influencers in the energy sector

ACTIVITIES PLANNED DURING YEAR 2

No further activities are planned under Intervention 1.1 as all tasks have been completed.

INTERVENTION 1.2 – MAP EXISTING PROGRAMS AND DOCUMENT KEY CHALLENGES AND LESSONS LEARNED IN BALATERAL AND REGIONAL USAID PROGRAMS

TASKS

Intervention 1.2 includes the following tasks as per the PWS:

1. Task 1: Collaborate with relevant USAID programs

Task 1 requires that the Activity collect information from relevant USAID programs and develop a database of relevant contacts, from bilateral and regional programs, including those from the SEA EDGE Hub and other relevant programs, by organizing a series of calls with the identified points of contact (POCs) and reviewing program plans, evaluations, and final reports. E4SEA will also collaborate with the USAID SEA EDGE Hub, Energy Secure Philippines (ESP), Sustainable Energy for Indonesia's Advancing Resilience (SINAR), Laos Energy Security (LES), and energy specialists in USAID country missions.

Status as of Year 1: E4SEA has continued to closely coordinate with relevant USAID bilateral missions in the region and their respective IPs to ensure strong coordination and to leverage their presence and experience in the countries. Indeed, there have been multiple interactions with the Missions in Indonesia, the Philippines, Laos, and Vietnam as well as the IPs of energy programs in these Missions. In addition, E4SEA has collaborated with a number of other donor programs and energy/gender networks to expand coverage and its knowledge base.

2. Task 2: Develop stakeholder maps

The Activity will identify key contacts in energy, gender, and other ministries, public institutions, donors, tertiary educational institutions, non-governmental organizations, and other public and private organizations who could provide relevant information in each of the focus countries. E4SEA will map and assess various stakeholders, identifying the level of influence and the direction of influence on the success of implementation and their suitability and interest as potential counterparts and indirect partners. The results of stakeholder mapping will guide partnership development, collaboration across existing programs, and provide sources for primary data collection such as interviews and focus group discussions to support the reinforced GESI and GIDAP.

Status as of Year 1: Stakeholder mapping in Thailand, Indonesia, and the Philippines has been completed. Furthermore, several stakeholders have been selected as potential LOC partners based on a rigorous selection criteria. Discussions are underway to execute LOCs with several partners over the next Quarter.

3. Task 3: Develop a program coordination dashboard

To help track gender equality programs by USAID and other donors, the Activity will develop a program coordination dashboard. This dashboard will inform the user of the most recent gender programs, implementers, stakeholders involved, and their scope. E4SEA will update this dashboard on a quarterly basis. This information will also support the Activity's outreach and collaboration action plan that will be developed under Intervention 5.2.

Status as of Year 1: Dashboards for Thailand, Indonesia, and the Philippines have been completed and will be updated on a quarterly basis.

OUTPUTS

The outputs of this intervention during Year 1 were as follows:

- Stakeholder mapping report
- Program coordination dashboard (to be updated each Quarter)

RESULTS

The results from Intervention 1.2 are as follows:

- Increased understanding of the status of women's participation in the energy sector in SEA
- Increased understanding of potential gender equality influencers in the energy sector

ACTIVITIES PLANNED DURING YEAR 2

All tasks under Intervention 1.2 have been completed. However, E4SEA will continue to engage with the Missions and their respective IPs to explore areas for collaboration and coordination. Also, the program coordination dashboard will be updated regularly.

INTERVENTION 1.3 – ENGAGE ENERGY STAKEHOLDERS TO DOCUMENT CHALLENGES IN ADVANCING WOMEN'S ENGAGEMENT AND LEADERSHIP IN THE SEA'S ENERGY SECTOR

TASKS

As per the PWS, following tasks are part of Intervention 1.3 under Objective 1:

1. **Task 1: Create standardized guides for interviews and focus group discussions (FGDs)**

Based on the baseline assessment in Intervention 1.1, the Activity will create a standardized interview protocol and in-depth interview (IDI) and focus group discussion (FGD) guides to uncover gender equality challenges and opportunities within the organizations and within the energy sector in the SEA. The topics to be addressed will include the talent pipeline, workplace practices such as recruitment, retention, and promotion, workplace culture, social norms, and the enabling environment.

Status as of Year 1: The guides and questions, including templates for note taking, have been developed and finalized. Furthermore, the Activity has used these tools to conduct: fourteen (14) IDIs and ten (10) FGDs in Indonesia; thirteen (13) IDIs and ten (10) FGDs in the Philippines; and twenty-three (23) IDIs and ten (10) FGDs in Thailand.

2. **Task 2: Organize and conduct stakeholder consultations via in-depth interviews and focus group discussions.**

Using the stakeholder mapping report, under Task 2, the Activity will identify participants from each of the focus countries representing different types of stakeholders to be invited to virtual consultations. Furthermore, the Activity will consult with the local USAID missions as to the timing of the consultation and their preferred level of involvement.

Under this Task, the Activity conducted a large number of consultations. The consultations have a mix of organizations representative of the full breath of the energy sector including government ministries, utilities, regulators, rural electrification entities, project developers, tertiary-level educational institutions, and energy goods and services providers. As a follow-up to the

consultations, the E4SEA Activity Options for Collaboration factsheet will be shared with the stakeholders.

Status as of Year 1: The IDIs and FGDs with stakeholders in Indonesia, Philippines, and Thailand have been completed as part of the Year 1 Work Plan. Depending on USAID/RDMA's guidance and concurrence from USAID bilateral missions in the focus countries, E4SEA may be able to expand the task to cover other countries in Year 2.

3. Task 3: Develop and conduct a baseline citizen survey

The Activity will develop a statistically representative online citizen survey that collects critical data on information gaps identified in the secondary research and the stakeholder engagement phase, with an emphasis on beliefs and attitudes on gender equality.

While the preference is to deploy the survey online, E4SEA will consider working with a service provider to identify the best mechanism to reach a good representation of the target groups. The survey will be designed and implemented to overcome literacy, technology access and other issues that may skew results.

Status as of Year 1: The procurement for a survey firm with international experience to deliver the survey has successfully been completed. The work has been progressing well. E4SEA is working very closely with the company to finalize the list of questions for the survey which will begin very soon and completed within 3-4 weeks.

4. Task 4: Develop the assessment report

Under Task 4, the Activity will compile all the information collected from the surveys into an assessment report on the status of women's participation in the energy sector in SEA. This assessment report will be an update to the GESI analysis and GIDAP produced in Intervention 1.1. The assessment will include a synthesis of the findings from direct stakeholder engagement through the virtual/in-person consultations and the results of the online citizen survey. It will also include a chapter on each focus country that will include reviews of national energy sector policies and strategies; country-level gender equality plans addressing gender equality priorities within the energy sector that identify barriers and opportunities to achieving gender equality; and other relevant energy/gender nexus data and insights. The country-specific reports will be shared with selected stakeholders for review in consultation with USAID/RDMA. The assessment will inform the deployment of gender equality and social inclusion interventions to be implemented under Objectives 2 through 4. The dissemination of this report will be laid out in the knowledge management plan developed under Objective 5.

Status as of Year 1: The IDIs and FGDs for Thailand, Indonesia, and the Philippines have been completed with insightful findings. The preparation of the Assessment Report for these three countries is ongoing and will be completed by Q1 of 2022. Depending on USAID/RDMA's guidance and concurrence from USAID bilateral missions in the Activity countries, E4SEA may be able to add an additional country chapter later as indicated in the PWS.

5. Task 5: Develop and adapt outreach materials to establish partnerships

E4SEA will adapt existing Engendering Industries (EI) partnership materials and develop outreach materials for engagement with educational institutions and energy sector employers in order to establish partnerships and engaging partners. While E4SEA has a preference that this engagement be conducted in person with visits conducted by the Country Gender Specialists, this may be done virtually if needed, given the uncertainty surrounding the disposition of COVID-19.

Status as of Year 1: The outreach materials from EI have been adapted to fit with the context of SEA, the individual countries, and potential LOC partners. The COR has provided comments from RDMA which are being incorporated into the final LOC.

6. Task 6: Initiate and establish partnerships with tertiary educational institutions and energy sector employers.

E4SEA will identify target institutions and energy sector employers to be E4SEA counterparts using insights from direct stakeholder engagement and the citizen survey conducted in Objective 1. Several tertiary-level educational institutions in the region offer degrees, vocational training, and continuing education designed for careers in the energy sector. Institutions will be targeted based on showing the most willingness and capacity to make administrative policy, practices, and curricula changes, and having the potential to serve as role models to other tertiary-level educational institutions in the country and the SEA region. To initiate engagement with the institutions, the Activity will send an official introduction letter requesting a meeting where E4SEA can present options for collaboration, to include training of trainers (ToT) unconscious bias training, strengthening of internship programs and adopting a local school as described above.

Once a set of candidate education sector partners is developed, a PowerPoint presentation will be used to describe the options for collaboration to initially begin the discussions and narrow down the focus of collaboration with several partners.

A similar process will be used to engage energy sector employer partners. Using the EI Program Utility Selection Criteria and the EI Program Utility Selection Process adapted for use by the Activity, energy sector employers that demonstrate a commitment and genuine interest in improving gender equality at their respective organizations will be engaged. The need to solidify the partnership and the details of the engagement with a Letter of Collaboration (LOC) will also be discussed.

E4SEA expects to sign up to 12 tertiary-level educational institution partners and 6 energy sector employer partners in Year 2.

To comply with the structure of outputs and interventions in the PWS, the Activity has assigned the LOCs with tertiary-level educational institutions as outputs of Intervention 2.2 and Intervention 2.3 and the LOCs with energy sector employers as outputs of Intervention 3.2, Intervention 3.4, Intervention 4.1, and Intervention 4.2. During implementation, the tasks associated with producing the signed LOCs are conducted as part of Intervention 1.3.

Status as of Year 1: LOC partnership with the Faculty of Economics, Chulalongkorn University (TH) is expected to be secured soon. Other potential partners include, but are not limited to, Petroleum and Petrochemical College, Chulalongkorn University (TH); Pertamina University (ID);

Thammasat University (TH) and the University of Science and Technology of Southern Philippines (PH).

7. Task 7: Co-select change agents in each energy sector employer partner

E4SEA will follow the Engendering Industries methodology to select three strategically placed female and male mid- to senior level managers from each energy sector employer that will be the main points of contact or “change agents” for making policy and practice changes, supported with virtual coaching sessions that will kick-off bi-weekly once the partner LOC is signed demonstrating full commitment. The Activity will also ensure a balance of male and female employees and a balance between operations and support services such as human resources and other departments in the composition of the change agent at each energy employer location. E4SEA will ensure that one of the change agents is from the organization’s human resources department to pick up the task for affecting policy changes and building organizational commitment to change to a more gender equitable and inclusive approach to public sector or corporate governance depending on whether the employer is a public or a private organization. The change agent is expected to spearhead the change management initiatives in Objective 3. Therefore, it is important that the three selected change agents command an influence in the organization and an understanding of the organization’s business strategy to maximize lasting impact. Experience confirms that this is achieved if the commitment to change management comes from the top, typically from the CEOs and the Executive Management.

Status as of Year 1: E4SEA has started internal discussions on the composition of the change agent cohort within each energy company with whom E4SEA plans to sign an LOC.

OUTPUTS

The outputs of this intervention will be as follows:

- Stakeholder Consultation Report
- Baseline Citizen Survey Report documenting findings and analysis
- Assessment report on the status of women’s participation in the energy sector in SEA

RESULTS

Expected results from Intervention 1.3 are as follows:

- Increased understanding of the status of women’s participation in the energy sector in SEA
- Strengthened understanding of attitudes and beliefs that women, men, girls, and boys have about gender equality in SEA

ACTIVITIES PLANNED DURING YEAR 2

In Year 2, E4SEA plans to conduct the following activities under Intervention 1.3:

- Complete the Baseline Citizen Survey
- Complete and submit the Assessment Report

- Continue to explore and secure partnerships with potential energy employers and tertiary-level educational institutions

OBJECTIVE 2: INCREASE THE NUMBER OF WOMEN AND GIRLS PURSUING CAREERS IN THE ENERGY SECTOR

INTERVENTION 2.1 – REVERSE NEGATIVE PERCEPTIONS ABOUT WOMEN AND GIRLS IN ENERGY SECTOR JOBS VIA TRAINING AND EDUCATION PROGRAMS

TASKS

As per the PWS, Intervention 2.1 includes the following tasks:

1. Task 1: Develop a standard outreach toolkit for engagement with schools

The Activity will develop a standard outreach toolkit for tertiary-level education partners and energy sector employer partners to engage with primary and secondary schools. The toolkit will also include guidance on selecting and training female and male role models.

Status as of Year 1: The development of the School Engagement Toolkit has been completed.

2. Task 2: Support social media/community outreach campaigns

E4SEA will prepare toolkits and templates to support partners with the development of social media campaigns targeting girls, boys, families, and communities associated with specific schools who might have negative perceptions that prevent girls from entering energy sector education programs and careers. Implementation of the campaigns will be carried out by partners, with support from the Activity in a pilot planned in Year 2 explained in the following task.

Status as of Year 1: The development of Social Media/Community Outreach Campaign Toolkit has been completed.

3. Task 3: Design a pilot for implementation in Year 2

The Activity will design a pilot for this outreach and engagement with one energy sector employer and one tertiary education institution from Thailand after they have signed a LOC to participate in E4SEA Activity. The role model and social media campaign will be part of the LOC. The pilot will be implemented in Year 2.

Status as of Year 1: The development of pilot outreach model design is ongoing and will be completed by Q1 of 2022.

OUTPUTS

The outputs of Intervention 2.1 are as follows:

- School Engagement Toolkit
- Social Media/Community Outreach Campaign Toolkit

EXPECTED RESULTS

Expected results from Intervention 2.1 are as follows:

- Increased understanding of the status of women's participation in the energy sector in SEA
- Strengthened understanding of attitudes and beliefs that women, men, girls, and boys have about gender equality in SEA

ACTIVITIES PLANNED DURING YEAR 2

- Delivery of pilot outreach model design
- Delivery of social media awareness campaign

INTERVENTION 2.2 – SUPPORT AN ENABLING ENVIRONMENT IN VOCATIONAL SCHOOLS AND ACADEMIC INSTITUTIONS TO INCREASE THE NUMBER OF WOMEN AND GIRLS IN THE ENERGY SECTOR

TASKS

As per the PWS, Intervention 2.2 under Objective 2 includes the following tasks:

1. **Task 1: Develop Training of Trainers (ToT) of the unconscious bias training course**

The E4SEA Activity will develop a ToT unconscious bias training course that will facilitate an equitable, safe, and non-discriminatory learning environment for female and male students in tertiary-level educational institutions such as vocational schools and universities. The unconscious bias training course is intended to educate academic faculty and program administrators on how to overcome gender-based biases in curriculum language, materials, and readings, as well as in teaching style, program administration, and student recruitment/career guidance. The course will guide the participants on ways to embed the course in their organization and on how to deliver it to others. It will include guidance on ways in which the institutions can utilize the material to then design their own module on gender equality and unconscious bias training for their students.

Status as of Year 1: The development of ToT of the unconscious bias training course is on-going and will be completed by Q1 of 2022.

2. **Task 2: Deploy ToT of the unconscious bias training course.**

The Activity will deploy the ToT unconscious bias training at one selected tertiary educational institution as a pilot. E4SEA will work with the institution to identify a champion among its faculty, career counselors, and administration who will be tasked to, committed to, and be supported with embedding the training within the institution. As part of the selection process of that champion E4SEA will work with the institutions to have their staff or faculty formally apply by writing their plan for embedding the training within the organization. Once the training has been delivered to the trainers, the Activity will support them through their delivery to a group of faculty members, program administrators, and career counselors within their organizations. Based on feedback through both surveys and focus groups, the ToT material will be revised for further deployment at other programs within the institution and other institutions in the various focus countries. There is

a possibility that there would be multiple ToT trainings delivered in one partner institution. The Activity will evaluate whether the partner institution has strong science, technology, engineering, and mathematics (STEM) programs and strong non-STEM programs that makes it plausible to hold separate ToT trainings.

A key output of the Activity will be several Letters of Collaboration (LOCs) with partner organizations that would include universities, vocational schools, and energy sector employers in the full chain of energy production, supply, and distribution. As part of the PWS, the E4SEA Activity will enter into LOCs that will be linked to partners rather than objectives and interventions. Depending upon the interests and commitment of a partner, an LOC may include collaboration in support of various PWS objectives and interventions. In such cases, the LOC will still be counted as one LOC even though several activities may be conducted under that LOC.

Status as of Year 1: The delivery of ToT of the unconscious bias training course is on-going and will be completed by Q4 of 2022.

OUTPUTS

The outputs of this intervention include the following:

- Letters of Collaboration with tertiary educational institutions (vocational training institutes and universities)⁷ – PWS Output
- ToT materials and delivery of ToT at selected partner organizations

EXPECTED RESULTS

The expected results of Intervention 2.2 are as follows:

- Enhanced understanding of the unconscious biases challenging the entry of women in the energy sector
- Improved knowledge and ability to address biases
- Increased proportion of women and girls enrolled in energy sector vocational training and education programs

ACTIVITIES PLANNED DURING YEAR 2

- Letters of Collaboration signed with tertiary-level educational institutions (vocational training institutes and universities)
- Development of ToT unconscious bias training materials

⁷ It is worth noting that the E4SEA Activity intends to have one letter of commitment (LOC) with one organization. Nonetheless, under that LOC, several objectives and interventions could be achieved. This suggests that one LOC could contribute to more than one intervention under the work plan and PWS.

- ToT unconscious bias training delivered to selected faculty, career counselors, and administrators

INTERVENTION 2.3 – INCREASE INTERNSHIP AND MENTORSHIP OPPORTUNITIES FOR WOMEN AND GIRLS PURSUING ENTRY-LEVEL ENERGY SECTOR CAREERS

TASKS

This intervention will focus on strengthening equitable formalized internship programs that help young girls to familiarize themselves with energy sector and potential careers. Specifically, this intervention will focus on strengthening the role of internships to feed in talent to energy sector employers. The E4SEA mentorship support is focused on promoting employees to advance into senior roles within an energy sector employer, which is explained in Objective 4.

The following tasks will be completed under Intervention 2.3:

1. **Task 1: Develop a formal internship toolkit for use by tertiary educational institution and energy sector employer partners**

To increase young women's exposure to STEM careers and hiring managers, the Activity will develop an internship toolkit that tertiary educational institutions can utilize to develop new partnerships and strengthen existing partnerships with energy sector employers with clear structures, sufficient/dedicated resources, targets, and quality standards. A first step to the development of the toolkit will be a review of the existing internship programs at the E4SEA partner educational institutions and the convening of focus group discussions with faculty, administrators, students, and employers as to assess and review what has and has not worked. The Activity will also explore the option of developing a public-facing resource that documents existing energy internship opportunities in the region, if it is needed by faculty, administrators, students, and employers. This data will be utilized along with best practices of promoting gender equality in entry-level talent recruiting, drawing from the Engendering Industries Best Practices Framework to fully develop the toolkit with guides and templates. The toolkit will include ways to both establish new internship programs and strengthen existing internship programs to be more gender-aware and structured in a way that promotes a pathway for full-time employment.

Status as of Year 1: The development of a formal internship toolkit has been completed.

2. **Task 2: Support strengthening of equitable formalized internship programs embedded within tertiary educational institutions and energy sector employers.**

Once the toolkit is finalized it will be presented in a training webinar to the partner tertiary educational institutions. The presentation would be specifically provided for campus career advisors and others who administer internship programs.

Status as of Year 1: The internship toolkit webinar is scheduled for early 2022.

3. **Task 3: Support engagement between energy sector employers and tertiary educational institutions, including creation of formalized programs, and training of partners on the toolkit**

The Activity will work to match the educational institutions with the partner energy sector employers that E4SEA will be engaging with under Objectives 3 and 4 through a joint meeting where the institutions can present the requirements of the internship programs and profiles of the students, and the employers can present their needs. In addition, the Activity will support the signing of a partnership agreement between entities that express interest by using the agreement letter included in the toolkit.

E4SEA will also coordinate with the career advisors to identify existing curriculum where guest speakers from the energy sector can be integrated as recurring presenters. This will be formalized into the partnership agreement. The selected guest speakers will be the same role models that will be identified through our work under Objective 4 who have speaking and leadership skills and demonstrated success in breaking down stereotypes to mentor women and girls with diverse social identities in pursuing entry-level sector careers.

Status as of Year 1: Preliminary planning for this task began in Year 1. The facilitation engagement between energy sector employers and tertiary-level educational institutions is expected to start in Q2 and will last until Q4 of 2022.

OUTPUTS

- Letters of Collaboration signed with tertiary educational institutions (vocational training institutes and universities)⁸
- Internship toolkit developed for energy sector employers

EXPECTED RESULTS

The following is the expected result of Intervention 2.3:

- Increased internship and mentorship opportunities for women and girls pursuing entry-level energy sector careers

ACTIVITIES PLANNED DURING YEAR 2

- Facilitation of activities or agreements between tertiary-level educational institutions (vocational training institutes and universities) and energy sector employer partners

⁸ It is worth noting that the E4SEA Activity intends to have one letter of commitment (LOC) with one organization. Nonetheless, under that LOC, several objectives and interventions could be achieved. This suggests that one LOC could contribute to more than one intervention under the work plan and PWS.

- Delivery of training webinar on the internship toolkit for partner organizations/institutions in the focus countries

OBJECTIVE 3: INCREASED RECRUITMENT, RETENTION, AND PROMOTION OF WOMEN IN THE ENERGY SECTOR WORKPLACE

INTERVENTION 3.I. – IMPROVE DATA DRIVEN DECISION-MAKING TOOLS TO TRACK GENDER DATA AND OUTCOMES

TASKS

The following task is part of Intervention 3.I under Objective 3:

I. Task 1: Develop and deploy the Engendering Industries' Gender Equality Rapid Organizational Assessment

The Activity will review the Engendering Industries' Gender Equality Rapid Organizational Assessment (previously referred to as the "Scorecard") and identify whether it requires further adaptation to the SEA context or whether it can be deployed as is to the partner energy sector employers. The Organizational Assessment will 1) identify gender gaps and 2) institutionalize and embed tracking of sex-disaggregated data periodically within the energy sector employers that have been identified in Objective 1 and solidified as partners.

The Activity will distribute the Organizational Assessment tool to partner organizations and conduct consultations to assist them to collect and analyze data to understand the organization's gender gaps and monitor and evaluate progress using the scorecard framework. In addition, E4SEA will support the utilization of the Organizational Assessment tool to assist partner organizations make data-driven strategic decisions on prioritization based on each organization's individual goals and gaps. The data collected using the scorecard framework plays an instrumental role in guiding the process of updating workplace policies.

Status as of Year 1: The development of the Gender Equality Rapid Organizational Assessment tool has been completed. Based on COR comments, further adaptation is underway in consultation with Tetra Tech before the tool is finalized for use under E4SEA.

OUTPUTS

The outputs from this intervention include the following:

- Gender Equality Rapid Organizational Assessment

EXPECTED RESULTS

The following are the expected results of Intervention 3.I:

- Framework and tools for energy institutions to track gender equality data and outcomes adapted

ACTIVITIES PLANNED DURING YEAR 2

- Since the deliverable has been completed, there is no further work planned in Year 2 except for adaptation of the tool to the E4SEA context as per comments from the COR.

INTERVENTION 3.2 – CREATE TANGIBLE OPPORTUNITIES FOR WOMEN IN THE WORKPLACE THROUGH POLICY AND GENDER EQUALITY INTERVENTIONS

TASKS

The following tasks will be conducted as part of Intervention 3.2:

1. Task 1: Develop a roll-out plan for coaching sessions

The Activity will develop a plan to roll-out the coaching plan. Similar to the Engendering Industries methodology, the Activity will engage 3 participants selected from each energy sector employer to participate in the coaching sessions. These individuals are expected to commit to make time to be direct beneficiaries of the coaching to help them drive change in their respective organizations.

Status as of Year 1: The development of a roll-out plan for coaching sessions is on-going.

2. Task 2: Develop Institutional Coaching Plan

The team will utilize the Engendering Industries Coaching Guide to guide coaching activities at energy sector employers that have committed to implementing policies, practices, and interventions that increase recruitment, retention, and promotion of women in the energy sector workplace by the signing of the LOC. Using the Engendering Industries coaching tools, E4SEA will develop a coaching plan in partnership with each of the 4 energy sector employer partners. The plan will detail the actions the employer partner will take to address the gaps identified by the scorecard framework completed in Intervention 3.1, utilizing tools, policies, templates, and practices from USAID's Delivering Gender Equality: A Best Practices Framework for Utilities.

Status as of Year 1: The development of the Institutional Coaching Plan is on-going and should be completed in Q1 of 2022.

OUTPUTS

The following are the outputs of Intervention 3.2:

- Letter of Collaboration signed with an energy sector employer
- Draft coaching roll-out plan
- Draft baseline assessments identifying institutional gender and social inclusion gaps
- Draft Institutional Coaching Plan

EXPECTED RESULTS

The following is the expected result of Intervention 3.2:

- Increased recruitment, hiring, promotion, and retention of women into technical and managerial roles within 2-5 non-utility private or public sector energy institutions in SEA

ACTIVITIES PLANNED DURING YEAR 2

- Execution of Letters of Collaboration with energy sector employers
- Development of coaching roll-out plan
- Development of the baseline assessments identifying institutional gender and social inclusion gaps
- Development of the Institutional Coaching Plan
- Facilitation of the adoption of policies and practices addressing the identified gender gaps
- Support for the development of internship programs

INTERVENTION 3.3 – SYSTEMATICALLY ADDRESS CONSCIOUS AND UNCONSCIOUS BIAS THAT NEGATIVELY IMPACT WOMEN AND GIRLS IN RECRUITMENT, HIRING, PROMOTION, AND RETENTION

TASKS

The following task will be completed under Intervention 3.3:

I. **Task I: Engage partners to discuss best practices in engendered recruitment, hiring, and retention policies and practices**

The Activity will work with selected energy employers to share with them best practices in engendered recruitment, hiring, and retention policies and practices. This intervention will be implemented in conjunction with Intervention 3.4 and the results of this intervention will be documented and reported under Intervention 3.4.

The employee life cycle is a proven key entry point to affect long-lasting and impactful change for gender equality. From attraction and talent outreach to separation and retirement, there are numerous opportunities to promote gender equality within any workplace. These are as follows.

- **Attraction and Talent Outreach/Recruiting and Hiring:** Implement a) job advertisements and job descriptions revised to be competency-based in order to reduce bias and b) posting job advertisements in diverse media and channels to broaden reach of potential candidates. This could create opportunities for more women candidates to apply for positions traditionally held by men or the firm's hiring process becomes more clearly about competencies and is gender neutral in language/outreach.
- **Performance Management, Compensation and Benefits:** Conduct salary analysis to assess gender wage gap.
- **Talent and Leadership Development:** Develop long-term, structured leadership plan to include women of diverse social backgrounds.
- **Succession Planning and Promotion:** Establish a promotion committee with equal representation by senior women and men who meet regularly to evaluate current talent pool using skills mapping to consider promotion.

Status as of Year 1: Work under this task has begun and will continue in Year 2. The output from this task will be consultation notes which are internal inputs.

OUTPUTS

This intervention will have the following output:

- Documentation of discussions with energy employers (Internal Document. Summary included in the Intervention 3.4 output)

EXPECTED RESULTS

The following are the expected results from this intervention:

- Energy employers' HR policies for recruitment, hiring, and promotion enhanced
- Engendered recruitment, hiring and retention policies and practices enhanced

ACTIVITIES PLANNED DURING YEAR 2

- Documentation of discussions with energy employers (Internal Document. Summary included in the Intervention 3.4 output)

OBJECTIVE 4: INCREASE MENTORSHIP AND LEADERSHIP OPPORTUNITIES FOR WOMEN IN THE ENERGY SECTOR

INTERVENTION 4I. – STRENGTHEN OPPORTUNITIES FOR MENTORSHIP OF WOMEN TO FACILITATE ADVANCEMENT INTO SENIOR ROLES

TASKS

The following task will be conducted as part of Intervention 4.I:

I. Task I: Develop the Mentorship Toolkit

To support the partner energy sector employers to create mentorship programs and/or strengthen existing mentorship programs that prepare female employees to pursue senior roles and support career pathing within their organization, the Activity will develop a mentorship toolkit with templates and guides. A first step to the development of the toolkit will be a review of successful mentorship programs undertaken by other energy sector employers' organizations such as Tata Power's Women in Leadership League (WILL) mentoring program supported under Engendering Utilities and professional networking organizations. When complete, E4SEA will present the toolkit through a webinar series targeted toward the partner energy sector employers and support the employers to develop and roll out their individual mentorship programs as part of their change management initiatives in Intervention 3.2.

Status as of Year 1: The development of mentorship is ongoing and will be completed by Q1 of 2022.

OUTPUTS

- The output of this Intervention will be the Mentorship Toolkit.

ACTIVITIES PLANNED DURING YEAR 2

- Letters of Collaboration signed with energy sector employers
- Mentorship Toolkit developed
- Webinars on Mentorship Toolkit delivered

INTERVENTION 4.2 – STRENGTHEN WOMEN AND MEN'S ROLES TO ADVANCE INTO SENIOR ROLES

TASKS

The following tasks are planned under this Intervention:

1. Task 1: Broaden access of women to professional women's networks and continuing education

In order to facilitate linkages between professional women's networks in the region and the partner energy sector employers, E4SEA will create a profile summary of the networks including membership requirements, other energy sector members, and continuing education opportunities. E4SEA will then support the energy sector employer partners to create a formal linkage with at least one organization.

E4SEA will work with the professional women's networks and other programs to identify all continuing education opportunities in different technical and management areas within the energy sector and compile this information into a repository that can be accessed by the Activity partners and updated consistently. As part of coaching and change management under Intervention 3.2, E4SEA will work with energy sector employers to identify men and women on the management and leadership track within their respective organizations to complete the identified training.

Status as of Year 1: The development of a repository of continuing education programs has been completed and will be updated annually. The update for Year 2 will be completed by Q4 of 2022.

2. Task 2: Support energy sector employer partners to build personal agency and leadership skills

The Activity will explore potential collaboration with the EI program to organize for the delivery of the ToT of the Engendering Industries-supported Empowered Employee Training being developed by Johns Hopkins University (JHU) under its Self-Empowerment and Equity for Change Initiative (SEE Change). The training is targeted at men and women on the management and leadership track in order to build personal agency and leadership skills to strengthen effectiveness and resilience. E4SEA will explore with the EI program the best option to facilitate the delivery of the course to the energy sector employer partners whether that be directly, by JHU, or through a regional center of excellence or another training institute. A roll-out plan will be developed for the delivery of the Training of Trainers to our partners utilizing the Empowered Employee Training to guide partners to deliver the training to employees within their own organizations and others as part of our coaching and change management under Intervention 3.2.

Status as of Year 1: E4SEA is closely collaborating with EI to explore opportunities to work with JHU in facilitating the training.

3. Task 3: Support partners' direct program participants to develop skills to promote gender equality in emerging leaders

The Activity will collaborate with Engendering Industries to facilitate the participation of program participants to their in-person pilot program of the Workforce Gender Equality Accelerated Course that is planned to take place in Vietnam the fourth quarter of 2021. The program participants will likely be the change agents at the energy sector employer partners. The course will provide practical hands-on approaches and tools to help female and male managers develop and implement gender equality best practices throughout the employee life cycle. This training is targeted at men and women on the management and leadership track employers as well HR professionals responsible for recruitment, hiring, retention and promotion. E4SEA will then support the organizations to deliver the training to employees within their own organizations and others as part of our coaching and change management under Intervention 3.2.

Status as of Year 1: Given the fact the first LOC partnership with an energy company employer was secured in August 2021 and the company was not ready to send their personnel to attend the course, there were no participants from E4SEA for the course in Vietnam in September 2021. E4SEA will have close consultations with COR and EI to explore other venues to address this issue.

OUTPUTS

The following output is expected under this Intervention:

- A repository of continuing education programs in place, to be updated annually.

ACTIVITIES PLANNED DURING YEAR 2

- Update of the repository of continuing education programs
- Deployment of Agency and Empowerment ToT courses
- Deployment of Accelerated Engendering Industries ToT courses
- Execution of Letters of Collaboration with national and regional networks

OBJECTIVE 5: ENHANCE COMMUNICATION, COLLABORATION, AND LEARNING

INTERVENTION 5.1 – DEVELOP AN EVIDENCE BASE FOR LINKING GENDER AND BUSINESS OUTCOMES

TASKS

The following task is required under Intervention 5.1:

I. Task 1: Collect and share data linking gender and business outcomes

As the assessment under Objective 1 is completed, E4SEA will collect data that further supports the evidence base linking gender equality and business outcomes. The Activity will also determine gaps and areas that need further research that can be converted into knowledge products and will consolidate the plan for sharing of new data and for conducting research into a knowledge management plan for discussion with USAID and its implementing partners to determine who is best placed to conduct that research.

Status as of Year 1: The task of collecting and sharing data linking gender and business outcomes has been completed. The data is available in GESI, GIDAP, and the IDI Summary Reports submitted separately. Additional data will be available in the Assessment Report to be submitted at the end of November 2021. In addition, some of this information is included in various other documents (e.g., the Fact Sheet, the Business Case for Energy Employers, and the draft LOCs).

OUTPUTS

The output from this intervention is expected to be as follows:

- A Knowledge Management Plan

EXPECTED RESULTS

The following results are expected from this intervention:

- Partnership with academic institutions to further gender equality research
- Research conducted in coordination with Engendering Industries; non-proprietary primary data integrated
- Evidence base linking gender and business outcomes strengthened in SEA region

ACTIVITIES PLANNED DURING YEAR 2

- Research piece in coordination with EI

INTERVENTION 5.2 – INCREASE COLLABORATION AND COORDINATION ON GENDER EQUALITY TOPICS

TASKS

Under Intervention 5.2, the following task is required as part of this intervention:

I. Task 1: Develop an outreach and collaboration action plan

Using the information gathered through the stakeholder mapping and outreach to USAID programs, the Activity will develop an action plan that documents the agreed upon areas for collaboration and coordination of activities implemented under objectives 2 through 4 with the various stakeholders such as:

- Potential co-funding of participant costs to attend workshops,
- Co-development of knowledge products, and
- Linkages with E4SEA participating organizations.

The plan will also present the proposed outreach mechanisms that E4SEA will utilize to foster information exchanges, share learning, and disseminate best practice findings such as:

- Quarterly virtual meetings of participating organizations in peer-to-peer network/South-South learning program, and
- Semi-annual virtual meetings with regional development partners led by USAID with E4SEA Activity's support.

The plan will be shared with RDMA/USAID for comment and concurrence before proceeding to implementation. The development of the outreach and collaboration action plan has been completed.

Status as of Year 1: The development of the outreach and collaboration action plan has been completed.

2. Task 2: Plan and host the semi-annual virtual meeting with development partners

Based on the outreach mechanism outlined in the outreach and collaboration plan, the Activity will plan a semi-annual virtual meeting with development partners that are also active in the gender and energy nexus. The meeting will be an opportunity for development partners to share lessons learned from challenges they had faced during implementation.

Status as of Year 1: A semi-annual virtual meeting with development partners has been completed. E4SEA successfully organized the semi-annual virtual meeting with the topic “Energy and Gender Nexus in SE Asia: Insights from Indonesian Experiences” on September 16, 2021. Two more events will be completed by Q4 of 2022.

OUTPUTS

The following are the two outputs under Intervention 5.2:

- Outreach and collaboration action plan
- One Semi-annual virtual meeting with development partners

EXPECTED RESULTS

The expected results of this Intervention are as follows:

- Increased understanding of the status of women's participation in the energy sector in SEA
- Strengthened understanding of attitudes and beliefs that women, men, girls, and boys have about gender equality in SEA

ACTIVITIES PLANNED DURING YEAR 2

- Semi-annual virtual meetings with development partners

INTERVENTION 5.3 – INCREASED CAPACITY OF USAID AND IMPLEMENTING PARTNERS TO INCORPORATE GENDER EQUALITY CONSIDERATIONS INTO ENERGY PROGRAMS

TASKS

As per the PWS, the following tasks are required as part of Intervention 5.3:

1. Task 1: Develop Learning Plan for USAID Programs

The Activity will coordinate with USAID to develop a complementary gender-focused learning plan for USAID programs that incorporates training courses, webinars, and dissemination of best practices. The learning plan will be focused on sharing and scaling USAID's online suite of tools, best practices, lessons learned, training materials and case studies to target gender-specific challenges and barriers in the region. Most sessions will be via virtual webinars targeted to USAID and its SEA implementing partners to highlight available resources. E4SEA will coordinate with learning events, coordination efforts, and knowledge sharing platforms hosted by Engendering Utilities to ensure complementarity of E4SEA's contributions to USAID's knowledge products on these topics and to the field at large.

Status as of Year 1: The development of the Learning Plan has been completed.

2. Task 2: Develop concept for Help Desk

The on-call help desk is designed to provide guidance and address questions related to gender-specific challenges and barriers. E4SEA will develop a concept to operationalize the help desk including identifying the operator and the platform.

Status as of Year 1: The development of the Help Desk concept has been completed.

3. Task 3: Plan and launch annual virtual training and exchange workshop

Using the assessment report compiled under Objective 1, learning plan, and outreach and collaboration plan, the Activity will plan the focus of the training that fits with the needs of stakeholder in the SEA region. The meeting will be an opportunity for partners to engage with each other and learn from their experience implementing E4SEA interventions in their organizations.

Status as of Year 1: Initial work has already begun. The annual virtual training and exchange workshop will be organized by Q1 of 2022.

4. Task 4: Publish an online tool on USAID Website

As part of sharing and scaling the tools E4SEA developed for its partners, the E4SEA team will select a public-facing tool or knowledge product to be published on USAID's website. The team will work with USAID DOC to develop the necessary items needed to publish the tool and inform stakeholders via e-mail.

Status as of Year 1: Based on the discussions with USAID/RDMA, it is agreed that the GESI analysis and other relevant tools will be published on USAID website. However, E4SEA is still waiting for USAID/RDMA's advice on necessary process to do that.

5. Task 5: Plan and launch E4SEA's webinar series

At the end of the first year of implementation, E4SEA will launch a webinar series to share lessons learned and the suite of tools it developed. The webinar will also announce upcoming activities in the next year, as part of engagement to establish new partnerships. If possible, USAID Missions from the remaining 4 focus countries will be invited to spread the word and pave the way for planned partnerships in the next year of implementation.

Status as of Year 1: E4SEA, in partnership with the American Chamber of Commerce (AMCHAM) in Thailand, co-organized a panel discussion titled "Women in Leadership" on June 22, 2021, which focused on gender equality in the energy sector. The panel included Natt Kraipet, USAID/RDMA's Gender and Inclusive Development Advisor, Dr. Adisak Jangkamolkulchai, Chairman & MD of Esso Thailand, Dr. Cathleen Maleenont, Chairman & CEO of Thai Solar Energy, and Duantem Voradejviseskrai, ASBU Wells Manager from Chevron Thailand.

OUTPUTS

The outputs from Intervention 5.3 include the following:

- Learning Plan for USAID programs
- Help Desk concept
- Webinar delivered as part of the E4SEA webinar series

EXPECTED RESULTS

The expected results of this Intervention are as follows:

- Increased understanding of the status of women's participation in the energy sector in SEA
- Strengthened understanding of attitudes and beliefs that women, men, girls, and boys have about gender equality in SEA

ACTIVITIES PLANNED DURING YEAR 2

- Annual virtual training and exchange workshop
- Help Desk contact published
- Online tools published on USAID's website
- Webinars delivered as part of the E4SEA webinar series

SUCCESS STORIES

During Year I, despite 1) the typical challenges with the start-up and mobilization of new activities overseas and 2) the pandemic challenge, travel restrictions and national-wide lockdowns in several SEA countries, the E4SEA Activity successfully mobilized and started delivering impactful interventions. The overall progress of the E4SEA Activity in Year I was on track. Several milestones were accomplished during the reporting period.

In spite of logistical challenges posed by the pandemic, E4SEA accomplished Objective 1 in all three focus countries during Year I. In Thailand, 23 IDIs and 10 FGDs were completed. In Indonesia, 14 IDIs and 10 FGDs were completed. In the Philippines, 13 IDIs and 10 FGDs were completed. This was accomplished against the challenges of contacting key stakeholders, establishing interview times, and conducting interviews that were exacerbated due to COVID-19 mandated restrictions. The IDI Summary Reports for the three countries and FGD Summary Report for Thailand with key gender and energy insights and challenges were submitted on time with high quality.

Under Objective 2, E4SEA had a few rounds of constructive discussions with potential LOC partners (e.g., National University of Laos, Chulalongkorn University, Thammasat University, University of Science and Technology of Southern Philippines, and Universitas Pertamina). It is expected that the partnerships will be formalized with these institutions in the very near future. In parallel, the School Engagement Toolkit, Social Media/Community Outreach Campaign Toolkit, and Internship Toolkit have been completed and submitted to RDMA/USAID on time.

Under Objective 3, E4SEA successfully prepared materials for stakeholder outreach and made significant progress in reaching out to energy companies in SEA who could serve as LOC partners. E4SEA has submitted the LOC and Program Statement to a few companies that have expressed strong interest in the Activity. One company in the Philippines has signed the LOC. It is expected that more LOCs would be signed in Q1 of FY2022. In addition, the Coaching Plan was developed. It will serve as a key document in collecting many data points and key gender-related information that emerge as part of the coaching process.

As part of Objective 4, E4SEA is laying a solid foundation for the mentorship toolkit through research into existing mentorship programs and mentorship program best practices. E4SEA has also completed a repository for continuing education programs that can help women and men develop the skills and knowledge required for more senior roles within their organization.

There were several notable accomplishments under Objective 5. In Quarter 3, E4SEA successfully launched a joint webinar with the American Chamber of Commerce (AMCHAM) on the topic of “Women in Leadership”, which featured prominent speakers from USAID; Chevron Thailand; Esso Thailand; and Thai Solar Energy. The recording for this webinar can be viewed at this [link](#).

Furthermore, E4SEA, in partnership with USAID Engendering Industries, cohosted a side event at the 2021 Asia Clean Energy Forum (ACEF) titled “*Leading the Energy Sector into the Future by Harnessing the Power of Gender Equality*”. The event was an opportune moment for E4SEA to introduce the Activity to and share initial achievements with a broad audience. Thammasat University (TU), which is E4SEA’s Thai Counterpart Agency, was also featured at the event, represented by Dean Ruth Banomyong of

Thammasat Business School, who shared insights on how TU is proactively addressing gender equality and diversity at the university.

Also under Objective 5, E4SEA collaborated with development partners on sharing insights on gender equality in the energy sector from the perspective of leading women engineers and non-profits fostering greater participation of women in the energy sector in Indonesia. Held on September 16, 2021, the “Energy and Gender Nexus in SE Asia: Insights from Indonesian Experiences” provided a human interest story format that charted the lives of three Indonesian women engineers that successfully navigated their careers to enter and rise in an industry traditionally dominated by men. They described their early influencers, their STEM background and university education, through to mentorship and leadership support for their professional growth. A Q&A session followed which highlighted the work of several non-profit organizations supporting the entrance and growth for women in the energy sector in Indonesia including the Institution of Engineers Indonesia, the Women Engineers Forum, Women in Mining and Energy, and the Society of Renewable Energy. Also discussed was the importance of women in transition from fossil fuel to renewable resources in the country, as well as the need for targeted interventions to increase the number of women participating in the sector. The webinar recording can be found at this [link](#).

PROGRESS AGAINST ANNUAL TARGETS FOR EACH INDICATOR

Despite the challenges in forming LOC partnerships with partners in a new sector, which subsequently affected the implementation timeframe, E4SEA was able to make significant progress in laying the groundwork to ensure that LOC engagement and implementation can launch to a strong start once partnerships are ready.

E4SEA was able to successfully exceed the annual targets of two indicators, resulting in a positive deviation of over 10% in both indicators. The first indicator is IR Indicator 1. Exceeding the annual target of six documents, E4SEA has produced seven key documents to address the core challenges of gender equality in the energy sector in SEA under Objective 1. Even though the baseline Assessment Report will be produced later in the first quarter of FY2022, the survey tool has been developed in close collaboration with the survey firm, GeoPoll. The second indicator is IR Indicator 5. During FY2021, relevant toolkits, products and documents have been developed to prepare for Activity implementation in relation to Objectives 2, 3, 4 and 5. Efforts in outreach, communication, collaboration, and learning have been initiated as the Activity continues its work into FY2022. As a result, E4SEA has been able to deliver eleven documents/products that contribute to learning and knowledge sharing within the gender-energy nexus space under IR Indicator 5, more than doubling its annual target. It should be noted that there has been a slight delay in publishing an online tool on the USAID website, and in organizing the annual virtual training and exchange workshop. However, both are scheduled to be completed by the end of the first quarter of FY2022.

Please note that the annual targets for all 18 indicators outlined below are drawn from the Performance Indicator Tracking Table (PITT) in the approved Monitoring, Evaluation, and Learning (MEL) Plan with slight adjustments to some according to the revised PWS targets in the Year 2 Work Plan. The adjustments are noted down accordingly and will be reflected in the PITT and USAID's Development Information Solution (DIS) system. There may also be possible misalignments between the life of award targets indicated in the PITT and those indicated in the PWS for some indicators as flagged in Table 9. The E4SEA team will work to address this issue in close collaboration with RDMA and ensure that any changes are reflected and explained in the Work Plan, PITT and the next quarterly performance report.

Table 9 below details progress and justification of the Activity's 18 indicators against their annual targets:

TABLE 9: PROGRESS TOWARDS ANNUAL TARGETS – E4SEA ACTIVITY

PERFORMANCE INDICATOR	ANNUAL TARGET	PROGRESS/JUSTIFICATION
Activity Goal: Increased gender equality in the energy sector		
Activity Goal Indicator: The extent to which gender equality in the energy sector has been increased.	N/A	This is a qualitative indicator. Progress will be measured based on Outcome Indicator 1-3.
Outcome 1: Increased workplace diversity in SEA		
Outcome Indicator 1: Percentage of participants/target beneficiaries reporting increased agreement with the concept that workplace diversity has been	0*	Target will be set and updated as E4SEA interventions roll out with partner energy companies and academic institutions.

increased as supported by USG assistance.

Outcome 2: Improved inclusive workplace environment

Outcome Indicator 2: Percentage of participants/target beneficiaries reporting increased agreement with the concept that the workplace has increased inclusive environment as supported by USG assistance.	0*	Target will be set and updated as E4SEA interventions roll out with partner energy companies and academic institutions.
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----	-------------------------------------------------------------------------------------------------------------------------

Outcome 3: Expanded equitable promotion opportunities

Outcome Indicator 3: Evidence of increasing or equal proportion and promotion of qualified women in the Board of Director (BoD) and senior management roles as supported by USG assistance.	N/A	<p>This is a qualitative indicator.</p> <p>The narrative description of Outcome 3 indicator will be summarized based on quantitative data from other lower-level results in the PWS Objective 4 including Intermediate Result (IR) 4.1 and 4.2 which include:</p> <p>1: Number of mentorship and leadership programs enhanced for women in the energy sector (PWS Objective 4)</p> <p>2: Number of mentorship toolkits developed to enhance mentoring program that prepare female employees to pursue senior roles within their organizations (IR 4.1)</p> <p>3: Number of individuals with improved skills following completion of USG-assisted workforce development programs (IR 4.2)</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Objective 1: Identify Core Challenges to gender equality in the energy sector in Southeast Asia

IR 1.1: Status of gender equality in the energy sector in SEA analyzed

Indicator 1: Number of documents collected and analyzed that identify the status and core challenges to gender equality in the energy sector in SEA as supported by USG assistance.	6**	<p>Exceeding the first-year target, E4SEA produced the following seven key documents to address the core challenges of gender equality in the energy sector in SEA:</p> <ol style="list-style-type: none"> 1. GESI analysis 2. GIDAP 3. Stakeholder mapping report 4. Thailand country chapter: IDI and FGD reports 5. Indonesia country chapter: IDI report 6. The Philippines country chapter: IDI report 7. Baseline citizen survey tool <p>Note: The baseline assessment report will be produced based on the baseline citizen survey findings in FY2022.</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Objective 2: Increase the number of women and girls pursuing careers in the energy sector

Indicator 2: Percentage change of women and girls pursuing careers in the energy sector workplaces of E4SEA partner organizations as supported by USG assistance.	0*	Target will be set and updated as E4SEA interventions roll out with energy sector partner companies and academic institutions.
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----	--------------------------------------------------------------------------------------------------------------------------------

IR 2.1: Increased awareness of girls, boys, parents and teachers of energy sector and STEM career options for girls

Indicator 2.1: Number of persons who responded to social media engagement about energy sector and STEM career options for girls as supported by USG assistance.	0*	Target will be set and updated as E4SEA interventions roll out with energy sector partner companies and academic institutions.
------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----	--------------------------------------------------------------------------------------------------------------------------------

IR 2.2: Increased proportion of women and girls enrolled in energy sector vocational training and education programs

Indicator 2.2: Percentage change in female enrollment in vocational training and education programs related to the energy sector as supported by USG assistance.	0*	Target will be set and updated as E4SEA interventions roll out with energy sector partner companies and academic institutions.
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----	--------------------------------------------------------------------------------------------------------------------------------

IR 2.3: Increased internship opportunities for women and girls pursuing entry-level energy sector careers

Indicator 2.3: Number of equitable formalized internship programs developed between energy sector employers and tertiary educational institutions.	0**	The COVID-19 pandemic has led to certain delays, mainly in forming LOC partnership, which in turn affected E4SEA implementation timeline, including the support on formalizing equitable internships between energy sector employers and tertiary educational institutions. The first-year target has, thus, been shifted to the second and third years of the Activity. This is aligned with the PWS's FY 2021 target in the Year 1 Work Plan which was revised from 7 to 0.
-----------------------------------------------------------------------------------------------------------------------------------------------------------	-----	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Objective 3: Increased recruitment, retention, and promotion of women in the energy sector workplace

Indicator 3: Percentage change in female recruitment, retention, and promotion in the energy sector workplace of the partner organizations of E4SEA as supported by USG assistance.	0*	Target will be set and updated as E4SEA interventions roll out with energy sector partner companies.
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----	------------------------------------------------------------------------------------------------------

IR 3.1: Improved data driven decision-making tools to track gender data and outcomes

Indicator 3.1: Number of tools to track gender data and outcomes developed and deployed as supported by USG assistance.	0	<p>El's scorecard framework and tool was adapted and submitted to USAID for review. Once E4SEA starts the engagement with partner companies, the tool will be deployed at the beginning of the engagement and post-intervention as a rapid organizational assessment to identify primary gender gaps of energy partner companies. Gender Action Plan will be produced based on this assessment and implemented through E4SEA tailor-made interventions.</p> <p>7 tools deployed by 7 LOC energy sector employer partners is the life of award target according to E4SEA MEL Plan's PITT. However, the PWS life of award target for frameworks and tools for energy institutions to track gender equality data and outcomes adapted is 1.</p>
--------------------------------------------------------------------------------------------------------------------------------	---	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

IR 3.2: Created tangible opportunities for women in the workplace

Indicator 3.2: Number of institutional coaching plans developed with energy sector employer partners as supported by USG assistance.	0	The institutional Coaching Plan will be developed with human resources staff and participants of change management committees in the energy sector employer partners to address the gaps identified by the scorecard framework, utilizing tools, policies and practices from USAID's Delivering Gender Equality: A Best Practices Framework for Utilities.
---------------------------------------------------------------------------------------------------------------------------------------------	---	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

As LoC partnerships are formed and as E4SEA enters into the implementation phase with energy companies, E4SEA aims to develop 7 coaching plans with 7 LOC energy sector employer partners throughout the award life, according to E4SEA MEL Plan's PITT.		
IR 3.3: Engendered recruitment, hiring and retention policies and practices enhanced		
Indicator 3.3: Number of policies related to recruitment, hiring, and retention – proposed, adopted, or implemented as supported by USG assistance.	0	<p>As LOC partnerships are formed and as part of E4SEA's interventions, energy sector employer partners will be supported to revise and/or strengthen policies and practices related to recruitment, retention and promotion of women in the energy sector workplace. E4SEA will utilize best practices from USAID's Delivering Gender Equality: A Best practices Framework for Utilities, including gender-inclusive recruitment practices, and gender-inclusive retention and promotion strategies.</p> <p>According to MEL Plan's PITT, 7 policies from 7 LOC energy sector employer partners is the Life of Award Target of this indicator. However, the current PWS life of award target for the number of policies and practices adopted in partner entities that address the gaps identified stands at 35.</p>
IR 3.4: Conscious and unconscious bias that negatively impact women and girls in recruitment, hiring, promotion and retention addressed		
Indicator 3.4: Number of unconscious bias ToT delivered for energy sector employer partners as supported by USG assistance.	0	<p>As LOC partnerships are formed and as part of E4SEA's interventions, ToT on conscious and unconscious bias and coaching on gender equality, diversity, and social inclusion in the energy sector throughout the employee life cycle will be delivered to potential trainers within energy employer organizations in order to enable change that improves the workplace for women and men.</p> <p>According to MEL Plan's PITT, 7 policies from 7 LOC energy sector employer partners is the Life of Award Target of this indicator.</p>
Objective 4: Increase Mentorship and Leadership opportunities for women in the energy sector		
Indicator 4: Number of mentorship and leadership programs enhanced for women in the energy sector as supported by USG assistance.	0	<p>As LOC partnerships are formed and as part of E4SEA's interventions, E4SEA will support energy sector partners to launch mentorship and leadership programs and provide continuing education opportunities to encourage female employees to pursue senior roles within their organizations.</p> <p>According to MEL Plan's PITT, 7 mentorship and leadership programs from 7 LOC energy sector employer partners is the Life of Award Target of this indicator. However, the PWS life of award target for the number of annual courses (Accelerated Course and Empowered Employee Course) totals up to 16 courses.</p>
IR 4.1: Strengthened opportunities for mentorship of women to facilitate advancement into senior roles		
Indicator 4.1: Number of mentorship toolkit developed to enhance mentoring program that prepare female employees to pursue senior roles within their organizations as supported by USG assistance.	0	<p>The mentorship toolkit is being planned, and research is being conducted on existing mentorship programs and mentorship program best practices.</p> <p>As LOC partnerships are formed and as part of E4SEA's interventions, the toolkit will be deployed to help enhance energy sector partners' mentorship programs to prepare female employees to pursue senior roles within their organizations.</p> <p>According to MEL Plan's PITT, 7 mentorship toolkits from 7 LOC energy sector employer partners is the Life of</p>

Award Target of this indicator. However, the PWS life of award target for the number of webinars on mentorship delivered is 8.		
IR 4.2: Strengthened women and men's skills to advance into senior roles		
Indicator 4.2: Number of individuals with improved skills following completion of USG-assisted workforce development programs	0*	<p>As LOC partnerships are formed and as part of E4SEA's interventions, pre and post assessments/tests will be conducted with energy sector employees who participate in and complete E4SEA-supported mentorship and leadership programs. 'Improved skills' refers to at least 1% increase from pre to post assessments.</p> <p>Target will be set and updated as E4SEA interventions roll out with energy sector partner companies.</p>
Objective 5: Enhance communication, collaboration, and learning		
IR 5.1 Strengthened the capacity of organizations to replicate successful gender equality interventions and best practices		
Indicator 5: Number of documents of successful interventions, best practices and learning plans for USAID Program on gender equality in the energy sector in SEA developed as supported by USG assistance.	5**	<p>More than doubling the first-year target, E4SEA was able to deliver the following eleven documents/products:</p> <ol style="list-style-type: none"> 1. A semi-annual virtual meeting with development partners (other donors, other IPs) 2. A webinar as part of the E4SEA webinar series 3. Outreach efforts conducted to existing USAID programs such as WE4F and SERVIR-Mekong 4. Help desk concept 5. 3-year Learning Plan for USAID programs for annual virtual training and exchange workshop 6. Knowledge Management Plan 7. Outreach and Collaboration Action Plan 8. Social Media Toolkit 9. School Engagement Toolkit 10. Internship Toolkit 11. Repository of continuing education programs (to be updated annually) <p>E4SEA is working with the COR to have online tools, such as GESI, published on the USAID website. The annual virtual training and exchange workshop has been postponed and is currently planned towards the end of the first quarter of FY2022.</p>

*: These targets currently appear as 0 in PITT as they are yet to be set/finalized. E4SEA will have an internal discussion on target setting for these indicators and keep RDMA closely informed.

***: First year targets adjusted according to revised PWS targets in Year 2 Work Plan. The adjustments will be reflected in PITT and DIS reporting; and RDMA will be informed.

ASSESSMENT OF THE COMPLETION OF THE ACTIVITY OBJECTIVES WITHIN REMAINING TIME AND RESOURCES

As required, this section provides an assessment as to whether the objective of the award will be accomplished within the remaining time and available resources.

PROSPECT OF ACTIVITY COMPLETION WITHIN THE REMAINING TIME

The E4SEA Activity has a budget of \$9.1 million and a PWS to be completed in three years. The E4SEA contract was awarded on August 12, 2020 and is currently scheduled to be completed by August 11, 2023. As discussed earlier in this Annual Report, the start-up and mobilization of this Activity began during the period of COVID-19 spread and the consequent travel restrictions. As a result, mobilization took somewhat longer that would be needed otherwise.

Despite the challenges imposed by COVID-19 that continue even today, after 13 months since the Activity started, considerable progress was made to position for full-scale implementation. A few key highlights are as follows:

- Registration of the company in Thailand as per Thai Laws and requirements
- Establishment of a fully furnished and operational office in close proximity to the RDMA office to facilitate effective coordination⁹
- Completing the staffing for the Activity including full-time staff, consultants, and STTA specialists
- Completion of all major foundational documents and tools needed for accelerated implementation during Year 2
- Facilitation of a number of LOCs with tertiary educational institutions and energy employers to begin accelerated implementation
- Coordination of E4SEA Activity with over 25 different entities including USAID bilateral missions and their respective IPs, other USG programs, various energy and gender organizations and networks, and foundation.

Despite the fact that some Year 1 targets needed to be shifted to Year 2 due to COVID-19 and its multiple waves, currently, it is anticipated that the Activity can be completed within the remaining time. However, it should be noted that COVID-19 has surprised us all with its emergence time after time with more potent effect. Considerable uncertainty still exists regarding any future COVID-19 related delays. The COR will be regularly briefed through weekly meetings and various reports including Quarterly Reports on the schedule of status; and any anticipated delays will be brought to the COR's attention for appropriate action.

⁹ Even though the Activity's Bangkok Office is fully functional, COVID-19 restrictions are hampering regular office environment and most staff are working from their respective homes.

In summary, currently, the Activity is on track and no major obstacle is seen that would adversely affect the completion of the Activity objectives within the remaining time. However, if COVID-19 and the consequent restrictions continue or become more intense, an extension in the contract schedule may be required.

PROSPECT OF ACTIVITY COMPLETION WITHIN AVAILABLE RESOURCES

At the beginning of the contract, USAID had obligated \$3 million under the contract. Despite the initial start-up costs, many one-time fixed costs, the average monthly expenditure rate under the contract was considerably low. This was primarily because the recruitment and mobilization of staff took time; indeed, many of the Bangkok staffs did not start work until well into the 6th month of the Activity operation. Going into Year 2 of the Activity implementation, the staffing is virtually complete except for the addition of country gender specialists in Indonesia and other countries (Laos and Vietnam) as we expand the Activity beyond the three focus countries under Year 1 to potentially Laos and Vietnam. Extensive discussions are currently underway between E4SEA and the IPs of programs in Laos and Vietnam.

This would mean that during Year 2, the Activity will not only be fully staffed but also expanded to five countries instead of three. Accordingly, E4SEA anticipated a much higher average monthly expenditure rate compared to Year 1. E4SEA's Year 2 Work Plan, already approved by RDMA, has documented this issue and the likelihood of Activity expansion to Laos and Vietnam. As per COR guidance, the budget in the Final Year 2 Work Plan was reduced by almost 30 percent from what was proposed under the Draft Year 2 Work Plan. Correspondingly, some of the activities and targets were shifted to Year 3 in order to accommodate the budget reduction. If the Activity begins to expand during Year 2 with the inclusion of Laos and Vietnam, a budget revision would likely be needed.

Unless there is 1) significant incidents of hurdles and delays due to COVID-19 and/or 2) a surge in demand for LOCs from interested tertiary educational institutions and energy employers beyond that included in the PWS, it is anticipated that the Activity can be completed within the original contract amount of \$9.1 million. The COR will be regularly updated regarding any events/issues that may necessitate a budget revision/adjustment.

APPROPRIATENESS OF THE MEL PLAN TO MEASURE IMPACT AND ANY PROPOSED REVISIONS

The development of E4SEA's MEL Plan was a rigorous and collaborative process, incorporating inputs from RDMA, EI, and EDGE, as well as undergoing substantial reviews by RDMA. The final version of the document was submitted, along with Performance Indicator Reference Sheets (PIRS) and PITT as annexes, to the COR on February 27, 2021. After multiple improvements, the MEL Plan was granted approval from RDMA on May 17, 2021.

The Activity's 18 indicators were tailored to align with five PWS Objectives in order to measure impact of the Activity at the output, outcome and Activity levels. E4SEA team, thus, believes that the current MEL Plan is appropriate to measure the impact of the Activity's interventions. Accordingly, there are no current need for revision.

E4SEA team will, however, continue to closely monitor the alignment of the plan with evolving LOC partnerships and interventions, also taking into account external factors such as the COVID-19 pandemic. Should any need for any revision arise, E4SEA will promptly propose necessary revisions for RDMA's approval. This will allow E4SEA to treat the MEL Plan as a living document with room for adaptation and learning.

ANNEX A: INDICATORS AT THE GOAL, OUTCOME, OBJECTIVE, AND INTERMEDIATE RESULT LEVELS

The E4SEA Activity has one (1) Goal, three (3) Outcomes, and five (5) Objectives. As part of the response to the USAID Solicitation, CORE developed a PWS which presents the approach to implementing the five Activity Objectives through a series of Interventions to achieve the Activity Outcomes and lead to the overall Activity Goal.

One of the key deliverables required to be submitted within sixty (60) days after the award of the contract was the MEL Plan. CORE submitted the MEL Plan on October 10, 2020, that included the proposed indicators. Through a series of engagements with RDMA officials, E4SEA revised the indicators and fine-tuned them. In addition, targets for some of the indicators were developed as part of the MEL Plan. In some cases, country-specific data and consultation with participating educational institutions and energy employers will be required in order to define the targets.

Table 10 describes the latest indicators (approved by RDMA) for the Activity that are both qualitative and quantitative and are developed as “SMART” indicators.¹⁰ These indicators were finalized based on a number of interactions with RDMA officials and extensive coordination with the Asia EDGE Hub Team. These indicators are also included in the Activity’s Final Revised MEL Plan submitted to RDMA and received approval on May 17, 2021. This final submission also includes the revised PIRS and PITT.

TABLE 10: E4SEA INDICATORS AT THE OUTCOME, OBJECTIVE, AND INTERMEDIATE RESULT LEVELS

Activity Goal: Increased gender equality in the energy sector

Activity Goal Indicator: The extent to which gender equality in the energy sector has been increased.

Outcome 1: Increased workplace diversity in SEA

Outcome Indicator 1: Percentage of participants/target beneficiaries reporting increased agreement with the concept that workplace diversity has been increased as supported by USG assistance.

Outcome 2: Improved inclusive workplace environment

Outcome Indicator 2: Percentage of participants/target beneficiaries reporting increased agreement with the concept that the workplace has increased inclusive environment as supported by USG assistance.

Outcome 3: Expanded equitable promotion opportunities

Outcome Indicator 3: Evidence of increasing or equal proportion and promotion of qualified women in the Board of Director (BoD) and senior management roles as supported by USG assistance.

¹⁰ SMART refers to the characteristics of the indicators: Specific, Measurable, Achievable, Relevant and Time-Bound

TABLE 10: E4SEA INDICATORS AT THE OBJECTIVE AND INTERMEDIATE RESULT LEVELS (CONTINUED)

PERFORMANCE INDICATOR	BRIEF DESCRIPTION	INTERVENTIONS AS PER THE PWS UNDER EACH OBJECTIVE
Objective 1: Identify Core Challenges to gender equality in the energy sector in Southeast Asia		
IR 1.1: Status of gender equality in the energy sector in SEA analyzed		
Indicator 1: Number of documents collected and analyzed that identify the status and core challenges to gender equality in the energy sector in SEA as supported by USG assistance.	E4SEA will develop robust evidence base such as GESI analysis, GIDAP, Stakeholder Mapping and Baseline Report to address the core challenges of the gender equality in the energy sector in SEA.	Intervention 1.1: Collect country-specific data. Intervention 1.2: Map existing programs and document key challenges and lessons learned in bilateral and regional USAID programs. Intervention 1.3: Engage energy stakeholders to document core challenges in advancing women's engagement and leadership in SEA's energy sector.
Objective 2: Increase the number of women and girls pursuing careers in the energy sector		
Indicator 2: Percentage change of women and girls pursuing careers in the energy sector workplaces of E4SEA partner organizations as supported by USG assistance.	To increase the percentage of qualified women and girls in the energy sector, the E4SEA team will equip counterparts with the tools and training materials and address gender-based constraints to establish outreach opportunities and recruitment that lead to increased interest and opportunities for girls and women to pursue careers in the sector.	
IR 2.1: Increased awareness of girls, boys, parents and teachers of energy sector and STEM career options for girls		
Indicator 2.1: Number of persons who responded to social media engagement about energy sector and STEM career options for girls as supported by USG assistance.	The E4SEA will develop a standard outreach toolkit for tertiary-level education partners and energy sector employer partners and support them to develop social media campaigns targeting girls, boys, parents associated with specific schools who might have negative perceptions that prevent girls from entering energy sector education programs and careers.	Intervention 2.1: Reverse negative perceptions about women and girls in energy sector jobs via training and education programs.
IR 2.2: Increased proportion of women and girls enrolled in energy sector vocational training and education programs		
Indicator 2.2: Percentage change in female enrollment in vocational training and education programs related to the energy sector as supported by USG assistance.	The E4SEA will develop and deploy a Training of Trainers (ToT) on unconscious bias that facilitates an equitable, safe, and non-discriminatory learning environment for female and male students in tertiary-level educational institutions such as vocational schools and universities.	Intervention 2.2: Support an enabling environment in vocational schools and academic institutions to increase number of women and girls in the sector.
IR 2.3: Increased internship opportunities for women and girls pursuing entry-level energy sector careers		
Indicator 2.3: Number of equitable formalized internship programs developed between energy sector	The E4SEA will develop an internship toolkit to strengthen existing internship programs and/or establish new programs that promote a pathway for	Intervention 2.3: Strengthen equitable formalized internship programs that help young girls to familiarize themselves with energy sector and potential careers.

TABLE 10: E4SEA INDICATORS AT THE OBJECTIVE AND INTERMEDIATE RESULT LEVELS (CONTINUED)

employers and tertiary educational institutions.

employment and support engagement between energy sector employers and tertiary educational institutions, including creation of formalized programs, and training of partners on the toolkit.

Objective 3: Increased recruitment, retention, and promotion of women in the energy sector workplace

Indicator 3: Percentage change in female recruitment, retention, and promotion in the energy sector workplace of the partner organizations of E4SEA as supported by USG assistance.

To achieve Objective 3, E4SEA will work with energy sector employers to adapt tools, policies, and best practices developed and implemented by USAID's Engendering Utilities program that help to hire, promote, retain women, and strengthen gender equality.

IR 3.1: Improved data driven decision-making tools to track gender data and outcomes

Indicator 3.1: Number of tools to track gender data and outcomes developed and deployed as supported by USG assistance.

Engendering Utilities scorecard framework and tools will be adapted and deployed for energy sector employer/partners to identify gender gaps and monitor progress.

Intervention 3.1: Adapt and localize Engendering Utilities scorecard framework and tools for energy sector employers/partners.

IR 3.2: Created tangible opportunities for women in the workplace

Indicator 3.2: Number of institutional coaching plans developed with energy sector employer partners as supported by USG assistance.

The institutional Coaching Plan will be developed with energy sector partners to address the gaps identified by the scorecard framework, utilizing tools, policies, and practices from USAID's Delivering Gender Equality: A Best Practices Framework for Utilities.

Intervention 3.2: Coach energy sector partners/organizations on how to improve talent attraction and outreach.

IR 3.3: Engendered recruitment, hiring and retention policies and practices enhanced

Indicator 3.3: Number of policies related to recruitment, hiring, and retention - proposed, adopted, or implemented as supported by USG assistance.

Recruitment, hiring and retention policies of energy sector partners will be reviewed and revised to address gender equality.

Intervention 3.3: Strengthen policies and practices related to recruitment, hiring, and retention of women in the energy sector.

IR 3.4: Conscious and unconscious bias that negatively impact women and girls in recruitment, hiring, promotion and retention addressed

Indicator 3.4: Number of unconscious bias ToT delivered for energy sector employer partners as supported by USG assistance.

ToT on conscious and unconscious bias will be delivered to potential trainers within energy employer organizations to enable change that improves the workplace for women and men.

Intervention 3.4: Develop ToT on conscious and unconscious bias in the energy sector.

Objective 4: Increase Mentorship and Leadership opportunities for women in the energy sector

Indicator 4: Number of mentorship and leadership programs enhanced for women in the energy sector as supported by USG assistance.

To increase mentoring and leadership opportunities for women in the energy sector, E4SEA will support energy sector partners to launch mentorship programs and provide continuing education (CE) opportunities for women in the organizations.

IR 4.1: Strengthened opportunities for mentorship of women to facilitate advancement into senior roles

TABLE 10: E4SEA INDICATORS AT THE OBJECTIVE AND INTERMEDIATE RESULT LEVELS (CONTINUED)

Indicator 4.1: Number of mentorship toolkit developed to enhance mentoring program that prepare female employees to pursue senior roles within their organizations as supported by USG assistance.	Mentorship toolkit will be developed to support the establishment of the programs using the best practices mentoring program under Engendering Utilities.	Intervention 4.1: Support establishment of mentorship programs within energy employer organizations.
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------

IR 4.2: Strengthened women and men's skills to advance into senior roles

Indicator 4.2: Number of individuals with improved skills following completion of USG-assisted workforce development programs as supported by USG assistance.	ToT of the Engendering Utilities-supported Empowered Employee Training and the Workforce Gender Equality Accelerated Course will be delivered to E4SEA partners with guidance on delivering the training to employees within their own organizations.	Intervention 4.2: Build personal agency and leadership skills and provide the Engendering Utilities accelerated course as a continuing education.
----------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------

Objective 5: Enhance communication, collaboration, and learning

IR 5.1 Strengthened the capacity of organizations to replicate successful gender equality interventions and best practices

Indicator 5: Number of documents of successful interventions, best practices and learning plans for USAID Program on gender equality in the energy sector in SEA developed as supported by USG assistance.	A report documenting all research on evidence base outcomes, outreach conducted to existing programs, online tools, webinar and virtual meetings and trainings will be developed and shared.	<p>Intervention 5.1: Develop an evidence base for linking gender and business outcomes.</p> <p>Intervention 5.2: Increase collaboration and coordination on gender equality topics.</p> <p>Intervention 5.3: Increase capacity of USAID and implementing partners to incorporate gender equality considerations into energy programs.</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

ANNEX B: OTHER ISSUES RELATED TO GENERAL OPERATIONS

STATUS OF SHORT-TERM CONSULTANTS

There are no issues related to the status of short-term consultants.

STATUS OF BUDGET EXPENDITURES

Table 10 below provides the total expenditures under the E4SEA activity for Year 1.

TABLE 10: TOTAL FUNDS EXPENDED IN YEAR 1 (AUGUST 12, 2020 – SEPTEMBER 30, 2021) ¹¹	
MAIN LINE ITEM	AMOUNT EXPENDED
Direct Costs	
Indirect Costs	
Fixed Fee	
Total	

The total unliquidated obligations (remaining funds) by main line items are provided below in Table 11.

TABLE 11: TOTAL UNLIQUIDATED OBLIGATIONS BY MAIN LINE ITEM	
MAIN LINE ITEM AND BUDGET	UNLIQUIDATED AMOUNT
Direct Cost	
Indirect Cost	
Fixed Fee	
Total	

¹¹ These expenditures include actuals for the period August 12, 2020 – August 31, 2021 and estimates for the month of September 2021. The expenditures for the month of September 2021 are being compiled and the actual expenditures for this month will be submitted as part of the monthly invoice for September 2021.

PROJECTED USAID APPROVALS, WAIVERS, OR DEVIATION REQUESTS

STAFF APPROVALS

E4SEA's full-time Activity staffing is complete. However, as Laos and Vietnam are added as participating countries, additional Country Gender Specialists will be needed and approvals will be requested accordingly.

WAIVERS

During year 2, no waivers are anticipated.

DEVIATIONS

E4SEA does not expect to request any deviations from the contract.

STATUS OF REQUIRED AUDIT PROCESS INCLUDING FOR SUB-AWARDEES

The E4SEA Activity has just completed year 1 of its implementation. Accordingly, there has been no audit process required by USAID and E4SEA does not have anything to report in this area.

STATUS OF IMPLEMENTING THE CONDITIONS OF THE IEE

Based on a discussion of the Initial Environmental Examination (IEE) and the categorical exclusion based on the low-risk determination, E4SEA received concurrence from USAID that an Environmental Monitoring and Mitigation Plan (EMMP) is not required based on the categorical exclusion. As such, there are no conditions of the IEE that require implementation.