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# FY 2021 Q2 QUARTERLY REPORT (REVISED)

## JANUARY 01 – MARCH 31, 2021

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

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# CONTENTS

<b>ACRONYMS AND ABBREVIATIONS</b>	<b>I</b>
<b>EXECUTIVE SUMMARY</b>	<b>I</b>
ACTIVITY FOCUS ACTIONS	I
SIGNIFICANT ACHIEVEMENTS DURING THE REPORTING PERIOD	2
PROGRESS TOWARDS IMPLEMENTATION OF ACTIVITY OBJECTIVES	5
PLANNED ACTIVITIES FOR THE NEXT QUARTER	5
PROPOSED INDICATORS TO MEASURE RESULTS	6
OTHER ITEMS REQUIRED AS PART OF THE QUARTERLY REPORT	6
<b>INTRODUCTION</b>	<b>7</b>
SOUTHEAST ASIA AND ENERGY SECTOR	7
ENHANCING EQUALITY IN ENERGY FOR SOUTHEAST ASIA (E4SEA) ACTIVITY	8
THEORY OF CHANGE AND RESULTS FRAMEWORK	9
RESULTS FRAMEWORK	9
PERFORMANCE WORK STATEMENT (PWS)	9
KEY ELEMENTS OF THE APPROACH TO ACHIEVE THE OUTCOMES	10
OUTCOME 1: INCREASED WORKPLACE DIVERSITY	11
OUTCOME 2: IMPROVED INCLUSIVE WORKPLACE ENVIRONMENT	12
OUTCOME 3: EXPANDED EQUITABLE PROMOTION OPPORTUNITIES	12
CONTRACTUAL REQUIREMENTS FOR THE QUARTERLY PERFORMANCE REPORT	13
ORGANIZATION OF THE QUARTERLY PERFORMANCE REPORT	14
<b>SUMMARY OF OPERATIONS AND START-UP ACTIVITIES</b>	<b>15</b>
START-UP ACTIVITIES	15
ACTIVITY COORDINATION – INTERNAL AND EXTERNAL	15
WEEKLY INTERNAL COORDINATION MEETINGS	15
WEEKLY COORDINATION MEETINGS WITH RDMA	15
WEEKLY MANAGEMENT MEETING WITH THE MAJOR SUBCONTRACTOR (TETRA TECH)	16
PROGRESS WITH THE RELATIONSHIP WITH THAMMASAT UNIVERSITY, THE ACTIVITY TCA	17
PERSONNEL MOBILIZATION, RECRUITMENT AND ONBOARDING	17
SUMMARY OF BANGKOK OFFICE STAFFING	21
PROGRESS WITH ESTABLISHING THE BANGKOK OFFICE	21
OTHER RELATED MOBILIZATION ACTIVITIES	21
OTHER ISSUES RELATED TO ACTIVITY OPERATIONS	22
DELIVERY AND STATUS OF CONTRACTUAL PRODUCTS	22
<b>ACTIVITY PROGRESS TOWARDS OBJECTIVES</b>	<b>25</b>
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE I – INTERVENTION I.1	25
PROGRESS TOWARDS IMPLEMENTING OBJECTIVE I – INTERVENTIONS I.2 AND I.3	25
PROGRESS TOWARDS COMMUNICATIONS AND OUTREACH PLAN IMPLEMENTATION	25
PROGRESS TOWARDS BILATERAL MISSIONS ENGAGEMENT AND OUTREACH	26
USAID MISSION IN INDONESIA AND THE SINAR IP (TETRA TECH)	26
USAID MISSION IN THE PHILIPPINES AND THE ESP IP (RTI INTERNATIONAL)	27
FOLLOW UP WITH THE INDONESIA AND PHILIPPINES MISSIONS	27

USAID MISSION IN LAO PDR AND THE LES IP (NUMARK ASSOCIATES)	27
OVERALL PROGRESS TOWARDS DESIGNING AND CONDUCTING IDIS	28
PROGRESS TOWARDS ENGAGING UNIVERSITIES AND VOCATIONAL SCHOOLS TO PARTICIPATE IN THE ACTIVITY - IN-DEPTH INTERVIEWS (IDIS)	29
PROGRESS TOWARD ENGAGING ENERGY EMPLOYERS – IN-DEPTH INTERVIEWS (IDIS)	31
IDIS WITH OTHER STAKEHOLDERS AND ADDITIONAL MEETINGS	34
PROGRESS TOWARDS DESIGNING THE COMPOSITION OF FOCUS GROUPS	41
PROGRESS TOWARDS DESIGNING THE BASELINE CITIZEN SURVEY	44
PROGRESS TOWARDS REMOVING GENDER RELATED CONSTRAINTS	45
NEW OPPORTUNITIES PURSUED TO CREATE GREATER GENDER EQUITY	46
ASIA FOUNDATION, LAO PDR	46
JOHNS HOPKINS UNIVERSITY	46
NATIONAL SCIENCE FOUNDATION	47
WATER AND ENERGY FOR FOOD (WE4F) SOUTH AND SOUTHEAST ASIA REGIONAL HUB	47
WOMEN IN WIND GLOBAL LEADERSHIP PROGRAM – GLOBAL WOMEN’S NETWORK FOR ENERGY TRANSITION	47
FOLLOW UP WITH MS. KATHERINE BOLLINGER, GENDER EXPERT, USAID ASIA BUREAU	48
USAID ENGENDERING UTILITIES PARTNERS	48

## **COMPLETED INTERVENTIONS AND PROGRESS TOWARDS RESULTS**

### **50**

OBJECTIVE 1: INTERVENTION 1.1 – COLLECT COUNTRY-LEVEL DATA	50
TASKS	50
OUTPUTS	50
RESULTS	51
CURRENT STATUS	51
OBJECTIVE 1: INTERVENTION 1.2 – MAP EXISTING PROGRAMS AND DOCUMENT KEY CHALLENGES AND LESSONS LEARNED FROM USAID AND OTHER DONOR PROGRAMS AND INTERVENTION 1.3: ENGAGE ENERGY STAKEHOLDERS TO DOCUMENT CORE CHALLENGES IN ADVANCING WOMEN’S ENGAGEMENT AND LEADERSHIP	51
TASKS	51
OUTPUTS	51
RESULTS FROM IDIS	52
RESULTS FROM FGDS	53
RESULTS FROM BASELINE CITIZEN SURVEY	53
CURRENT STATUS	54

## **ISSUES AND PROPOSED SOLUTIONS 55**

STAFF RECRUITMENT FOR THE BANGKOK OFFICE	55
IDENTIFICATION AND SELECTION OF ACTIVITY OPERATIONS OFFICE IN BANGKOK AND PRICING AND NEGOTIATION CHALLENGE	55

## **PLANNED INTERVENTIONS FOR THE NEXT QUARTER 57**

OBJECTIVE 1: INTERVENTION 1.1 – COLLECT COUNTRY-SPECIFIC DATA	57
TASKS	57
OUTPUTS	57

RESULTS	57
CURRENT STATUS	57
ACTIVITIES PLANNED DURING QUARTER 3	57
OBJECTIVE 1: INTERVENTION 1.2 - MAP EXISTING PROGRAMS AND DOCUMENT KEY CHALLENGES AND LESSONS LEARNED IN BILATERAL AND REGIONAL USAID PROGRAMS	58
TASKS	58
OUTPUTS	58
RESULTS	59
CURRENT STATUS	59
ACTIVITIES PLANNED DURING QUARTER 3	59
OBJECTIVE 1: INTERVENTION 1.3 – ENGAGE ENERGY STAKEHOLDERS TO DOCUMENT CORE CHALLENGES IN ADVANCING WOMEN’S ENGAGEMENT AND LEADERSHIP IN THE SEA’S ENERGY SECTOR	59
TASKS	59
OUTPUTS	62
RESULTS	63
CURRENT STATUS	63
ACTIVITIES PLANNED DURING QUARTER 3	63
OBJECTIVE 2: INTERVENTION 2.1 – REVERSE NEGATIVE PERCEPTIONS ABOUT WOMEN AND GIRLS IN ENERGY SECTOR JOBS VIA TRAINING AND EDUCATION PROGRAMS	64
TASKS	64
OUTPUTS	64
EXPECTED RESULTS	64
CURRENT STATUS	65
ACTIVITIES PLANNED DURING QUARTER 3	65
OBJECTIVE 2: INTERVENTIONS 2.2 – SUPPORT AN ENABLING ENVIRONMENT IN VOCATIONAL SCHOOLS AND ACADEMIC INSTITUTIONS TO INCREASE THE NUMBER OF WOMEN AND GIRLS IN THE SECTOR	65
OBJECTIVE 2: INTERVENTION 2.3 - INCREASE INTERNSHIP AND MENTORSHIP OPPORTUNITIES FOR WOMEN AND GIRLS PURSUING ENTRY-LEVEL ENERGY SECTOR CAREERS	65
OBJECTIVE 3: INTERVENTION 3.1 - IMPROVE DATA DRIVEN DECISION-MAKING TOOLS TO TRACK GENDER DATA AND OUTCOMES	65
ACTIVITIES PLANNED DURING QUARTER 3	65
OBJECTIVE 3: INTERVENTION 3.2 - CREATE TANGIBLE OPPORTUNITIES FOR WOMEN IN THE WORKPLACE THROUGH POLICY AND GENDER EQUALITY INTERVENTIONS	65
ACTIVITIES PLANNED DURING QUARTER 3	65
OBJECTIVE 3: INTERVENTION 3.3 – SYSTEMATICALLY ADDRESS CONSCIOUS AND UNCONSCIOUS BIAS THAT NEGATIVELY IMPACT WOMEN AND GIRLS IN RECRUITMENT, HIRING, PROMOTION AND RETENTION	66
OBJECTIVE 4: INTERVENTION 4.1 – STRENGTHEN OPPORTUNITIES FOR MENTORSHIP OF WOMEN TO FACILITATE ADVANCEMENT INTO SENIOR ROLES	66
TASKS	66
OUTPUTS	66
CURRENT STATUS	66
ACTIVITIES PLANNED DURING QUARTER 3	66



OBJECTIVE 4: INTERVENTION 4.2 – STRENGTHEN WOMEN AND MEN’S ROLES TO ADVANCE INTO SENIOR ROLES	66
TASKS	66
OUTPUTS	67
CURRENT STATUS	68
ACTIVITIES PLANNED DURING QUARTER 3	68
OBJECTIVE 5: INTERVENTION 5.1 – DEVELOP AN EVIDENCE BASE FOR LINKING GENDER AND BUSINESS OUTCOMES	68
OBJECTIVE 5: INTERVENTION 5.2 – INCREASE COLLABORATION AND COORDINATION ON GENDER EQUALITY TOPICS	68
TASKS	68
OUTPUTS	68
EXPECTED RESULTS	69
CURRENT STATUS	69
ACTIVITIES PLANNED DURING QUARTER 3	69
OBJECTIVE 5: INTERVENTION 5.3 – INCREASE CAPACITY OF USAID AND IMPLEMENTING PARTNERS TO INCORPORATE GENDER EQUALITY CONSIDERATIONS INTO ENERGY PROGRAMS	69
TASKS	69
OUTPUTS	70
EXPECTED RESULTS	70
CURRENT STATUS	70
ACTIVITIES PLANNED DURING QUARTER 3	70
<b>SUCCESS STORIES</b>	<b>71</b>
<b>ANNEX A: INDICATORS AT THE GOAL, OUTCOME, OBJECTIVE, AND INTERMEDIATE RESULT LEVELS</b>	<b>72</b>
<b>ANNEX B: OTHER ISSUES RELATED TO GENERAL OPERATIONS</b>	<b>76</b>
STATUS OF SHORT-TERM CONSULTANTS	76
STATUS OF BUDGET EXPENDITURES	76
PROJECTED USAID APPROVALS, WAIVERS, OR DEVIATION REQUESTS	77
STAFF APPROVALS	77
WAIVERS	78
DEVIATIONS	78
STATUS OF REQUIRED AUDIT PROCESSES INCLUDING FOR SUB-AWARDEES	78
STATUS OF IMPLEMENTING THE CONDITIONS OF THE IEE	78



## ACRONYMS AND ABBREVIATIONS

ASEAN	Association of Southeast Asian Nations
Asia EDGE	Asia Enhancing Development and Growth through Energy
BoD	Board of Director
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
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	Giga Watt
GWEC	Global Wind Energy Council
GWNET	Women in Wind Global Leadership Program
ICT	Information and Communication Technology

IDI	In-depth interview
IR	Intermediate Result
LES	Laos Energy Security
LOA	Letter of Agreement
LOC	Letter of Collaboration
MSDHS	Ministry of Social Development and Human Security, Thailand
M&E	Monitoring and Evaluation
MEL	Monitoring, Evaluation, and Learning
MoL	Ministry of Labor, Thailand
MOU	Memorandum of Understanding
NGO	Non-Governmental Organization
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
SEA	Southeast Asia
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



## 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 is 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. The primary and initial countries of focus for this Activity are Burma, Cambodia, Indonesia, Lao PDR, 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 1 Work Plan, during year 1, E4SEA will focus on three countries – Thailand, Indonesia, the Philippines. The Laos bilateral mission has shown a strong interest in collaborating with the E4SEA Activity and Vietnam bilateral mission also showed some interest at the early stages of the Activity start-up. Accordingly, the actual combination of the three countries may change and the RDMA has asked CORE to be flexible in the final choice of three countries, while continuing implementation in accordance with the Year 1 Work Plan.

### ACTIVITY FOCUS ACTIONS

In accordance with USAID instructions, this Quarterly Report 2 covers a summary of all activities completed during the period January 1, 2021 – March 31, 2021. Throughout this reporting period, CORE focused on the following key activities:

- **Continued field office mobilization in Bangkok, Thailand:** Office establishment is virtually complete except for some additional furniture that CORE will be receiving from Abt Associates in June 2021.
- **Continuation of staff recruitment and onboarding of staff in Thailand:** As of the end of this Quarter, recruitment of all full-time staff 7 from CORE and two staff from CORE's major subcontractor, Tetra Tech has been completed. Recruitment of part-time Country Gender Specialists is underway. **The most significant staffing event is the recruitment and approval by RDMA of the Activity's Chief of Party who will take post on May 1, 2021.**
- **TICA process and development and execution of an MOU with Thammasat University (TU) to serve as the Thai Counterpart Agency (TCA) for CORE as part of the Activity.** The MOU has been executed. The COR for the Activity has had an initial coordination meeting with the Vice Rector for International Programs. In addition, a meeting was scheduled for the RDMA Mission Director and the Rector of Thammasat University for April 19, 2021. Due to the resurgence of COVID-19 and the consequent restrictions, this meeting has been postponed until such time that a face-to-face in-person meeting is advisable. The purpose of the meeting is to enhance collaboration between TU and RDMA to further the goals of the E4SEA Activity.
- **Preparation and submission of all contractual deliverables including deliverables required during the first ninety (90) days:** CORE prepared and submitted the following ten (10) key deliverables including seven (7) deliverables during the first 90 days and finalized them during the second quarter of 2021:

1. Branding and Marking Plan
2. Rapid Mobilization Plan
3. Gender Equality and Social Inclusion (GESI) Analysis
4. Gender Inclusive and Development Action Plan (GIDAP)
5. Communications and Outreach Plan
6. Activity Fact Sheet
7. Monitoring, Evaluation and Learning (MEL) Plan
8. Year 1 Annual Work Plan
9. Quarterly Performance Report (August 12, 2020 – December 31, 2020)
10. Quarterly Financial Report (August 12, 2020 – December 31, 2020)

All deliverables with the exception of the MEL Plan have been reviewed, commented on by the COR, revised and finalized by CORE, and approved by RDMA.

- **Initiation of internal gender and GESI training and capacity building of the CORE staff:** This training is ongoing including the most recent training by the Engendering Utilities team at Tetra Tech.
- **Completion of work under Intervention 1.1 (Objective 1):** All work under Intervention 1.1 in accordance with the PWS has been completed.
- **Planning and preparations for Activity implementation – Interventions 1.2 and 1.3 (Objectives 1):** Work under Interventions 1.2 and 1.3 is proceeding expeditiously. Specific tasks include stakeholder mapping, development of IDI and FGD questions, IDIs, planning for FGDs and the development of an RFP for procuring a contractor to conduct Baseline Citizen Survey in the focus countries. This is discussed further in this report

## SIGNIFICANT ACHIEVEMENTS DURING THE REPORTING PERIOD

Despite the mobilization challenges coupled with the COVID-19 challenges, the E4SEA Activity made significant headway towards the implementation of the objectives under the Activity. Table 1 provides a summary of all key actions during the reporting period.

**TABLE 1: E4SEA CONTRACTUAL PRODUCTS AND OTHER DELIVERABLES SUBMITTED IN FY21 Q1**

NAME OF ACTIVITY AND PRODUCT	STATUS
<b>1. MOU WITH THAMMASAT UNIVERSITY TO BE CORE'S TCA</b> <b>(Not a contractual deliverable)</b>	<p>MOU between Thammasat University (TU) and CORE signed on December 18, 2020 for TU to be CORE's TCA. Under this arrangement, TU will approve the scope of work for the expat experts and assist with the facilitation of the TICA process.</p> <p>A meeting between the COR and the Vice Rector of TU to further promote cooperation has already taken place.</p> <p>A high-level meeting between the RDMA Mission Director and the Rector of TU was set for April 19, 2021 to further enhance collaboration on the E4SEA Activity. The meeting has been postponed and will be held soon.</p>
<b>2. DELIVERABLES REQUIRED UNDER THE CONTRACT</b>	



Branding Implementation and Marking Plan	Submitted with the proposal, revised during contract discussions and approved by RDMA/USAID as part of the contract.
Rapid Mobilization Plan	Submitted on September 10, 2020 (on schedule) and approved by RDMA/USAID on October 27, 2020.
Communications and Outreach Plan	Draft submitted on October 10, 2020 (on schedule). Final submitted on November 16, 2020. Approved by RDMA/USAID on November 20, 2020.
E4SEA Fact Sheet	Draft submitted on November 03, 2020. Approval received on November 13, 2020. Revised Final submitted on December 06, 2020.
First year Work Plan	Draft submitted on October 09, 2020. Revised Plan submitted on December 15, 2020. Year 1 Work Plan approved by the COR on March 22, 2021.
Monitoring, Evaluation & Learning (MEL) Plan	<p>Draft MEL Plan and PITTs submitted on October 09, 2020 (on schedule).</p> <p>Various rounds of partial deliverables have been submitted. Discussions and coordination with RDMA on the finalization of the Results Framework (RF) and Indicators ongoing. Awaiting approval.</p> <p>Several versions of the MEL Plan have been submitted to RDMA with revisions to the Results Framework (RF), indicators, PIRSs and PITTs. The most recent version of the MEL Plan with revised PIRS in consultation with the Asia EDGE Hub Team was submitted on March 31, 2021.</p>
GESI Analysis	<p>Draft GESI Analysis submitted to RDMA/USAID on November 08, 2020 (on schedule). Comments from RDMA received on November 24, 2020. Final GESI submitted to RDMA on November 30, 2020.</p> <p>RDMA approval received on December 10, 2020.</p>
GIDAP	<p>Draft GIDAP submitted on November 08, 2020 (on schedule).</p> <p>Comments received from Khun Natt at REO/RDMA on December 23, 2020. Additional revisions are underway.</p> <p>Extensive revisions made to discuss both internal (staff) and external (educational institutions and energy employers) training and capacity building in GESI and gender subjects.</p> <p>Revised GIDAP was submitted to RDMA on January 26, 2021.</p>
Quarterly Performance Report I	<p>The Quarterly Performance report I covering the period August 12, 2020 – December 31, 2020 was submitted on January 13, 2021. Revised Quarterly Performance Report and the Quarterly Financial Reports were submitted on February 22, 2021.</p> <p>The Report was approved by RDMA on February 23, 2021.</p>
Quarterly Financial Report I	<p>The Quarterly Financial Report I was submitted on January 23, 2021.</p> <p>The Report was approved by RDMA on February 23, 2021 along with the Quarterly Performance Report.</p>
<b>3. ADDITIONAL DELIVERABLES SUBMITTED DURING THE REPORTING PERIOD (JANUARY 1, 2021 – MARCH 31, 2021)</b>	
Stakeholder Mapping Report	Submitted to RDMA on March 14, 2021.

Objective 1, Intervention 1.2 in the PWS	Also, a presentation was provided to the COR on the approach.
Stakeholder Outreach Materials – Draft e-mail, Concept Note, Activity Description, and PowerPoint Presentation	Submitted to the COR at various times during January, February, and March.
Additional Outreach Materials – Activity Fact Sheet, Draft Letter of Collaboration (LOC), Stakeholder Selection Process, and Stakeholder Selection Criteria	In final review.
Draft Letter of Agreement (LOA) for working in Lao PDR – modeled based on the Clean Power Asia LOA	Submitted to the COR on April 5, 2021.
A number of topical document and support materials including the Briefer for the Mission Director Meeting with the Rector of Thammasat University, Talking Points for the Mission Director, and a Draft Letter from RDMA to TICA announcing the partnership with Thammasat University	Submitted at various times throughout the Quarter, as requested by the COR.
<b>4. STAFF RECRUITMENT AND ONBOARDING</b>	
Staff already recruited and onboarded	<p>As of the preparation of this Quarterly Report, eight (8) of nine (9) full-time staff proposed for the Bangkok Office are already on board and working on the Activity. A ninth staff member (the Chief of Party - COP) has accepted the offer and has been approved by the COR.</p> <p>The COP will join the CORE Team on May 1, 2021. The onboarding of the COP is underway.</p> <p>With the approval of the COP the staffing of the 9 full-time staff in the Bangkok Office is complete.</p>
Country Gender Specialists	Recruitment of Country Gender Specialists in Thailand, Indonesia, the Philippines, and Laos is underway.
Interns	Recruitment of at least two interns to assist us with the IDIs and FGDs is underway. TU is assisting with the recruitment of these interns.
<b>5. OTHER MOBILIZATION ACTIVITIES</b>	
Registration of CORE as a company in Thailand	CORE International Asia Limited is the name of the company registered in Thailand under Thai business laws exclusively for the implementation of the E4SEA Activity.
Recruitment of Thai accountant	A Thai accountant has been recruited and retained to assist with payroll, withholdings, and tax filing consistent with and in compliance of Thai tax and labor laws.
Recruitment of Thai lawyer	A Thai Law firm has been recruited and retained to provide advice on all legal matters including reviewing Thai staff employment contracts, office space lease documents, and other local contracts to ensure compliance with all Thai business and labor laws and regulations.
Selection of space for Bangkok office location	Possession of the Sivatel office space was taken on January 15, 2021. Most of the office set-up is complete with the required furniture and internet facilities. The office is ready for the staff to work from the location as needed. However, given the COVID-19 situation, staff are taking turns working from the office and from their respective homes.
Procurement of office equipment (computers, printers, scanner, software, etc.)	USAID has cleared CORE's request (including a procurement request from Tetra Tech, CORE's Subcontractor for their two employees who will be part

	of the Bangkok-based team) for equipment purchase. The procurement and delivery of the equipment was completed on time.
Procurement of additional furniture for the Bangkok Office	The office may need some additional furniture. Some furniture may be available from Abt Associates when they vacate their offices.

## PROGRESS TOWARDS IMPLEMENTATION OF ACTIVITY OBJECTIVES

Under Objective 1: Identify Core Challenges to Gender Equality in the Energy Sector in Southeast Asia in the PWS, there are three specific interventions. The first intervention – Intervention 1.1: Collect Country-Specific data has been completed. Based on the work done under this intervention, a comprehensive Gender Equality and Social Inclusion (GESI) Analysis and a Gender and Inclusive Development Action Plan (GIDAP) were submitted. Both documents covered all seven (7) focus countries – Burma, Cambodia, Indonesia, Lao PDR, the Philippines, Thailand, and Vietnam. Both the GESI Analysis and the GIDAP have been approved by RDMA.

In addition, during the reporting period, E4SEA has made substantial progress on tasks related to Intervention 1.2: Map Existing Programs and Document Key Challenges and Lessons Learned from USAID and Other Donor Programs and Intervention 1.3: Engage Energy Stakeholders to Document Core Challenges in Advancing Women’s Engagement and Leadership. Specifically, the following tasks are being conducted under the Activity:

- Collaborating with various USAID programs – Indonesia, the Philippines, and Lao PDR
- Coordinating and Collaborating with various Implementing Partners (IPs) – Tetra Tech for SINAR, Indonesia; RTI for ESP, the Philippines, and Numark Associates for LES
- Completed stakeholder mapping in Thailand and selected 21 stakeholders for In-depth Interviews (IDIs)
- Completed standardized guides for IDIs and focus group discussions (FGDs)
- Completed detailed IDI and FGD questions
- Completed 13 virtual country-level consultations (IDIs)
- Planned the remaining 8 IDIs in Thailand
- Started the designing of 7-8 focus groups for FGDs
- Initiated discussions with the Bilateral Missions in the Philippines and Indonesia and their respective IPs to recommend key stakeholders and facilitate introductions as a way of collaboration the E4SEA Activity with the Missions
- Developing the tools for a baseline citizen survey, including technical requirements and a Request for Proposal. The RFP will be issued shortly.
- Drafted LOCs to engage selected stakeholders further
- The IDIs and FGDs will result in an assessment report which, together with the various guides and tools, will pave the way for the implementation of Objectives 2, 3, and 4. More details about the team’s approach to specific tasks for Activity implementation are provided in the Annual Year 1 Work Plan submitted separately.

## PLANNED ACTIVITIES FOR THE NEXT QUARTER

During the next Quarter (Quarter 2 of FY 21 – April 1 – June 30, 2021), E4SEA plans to continue tasks under Interventions 1.2 and 1.3 under Objective 1 and implementing focus groups and baseline citizen

surveys in three countries – Thailand, Indonesia, and the Philippines. If the LOA situation clears up in Lao, given the strong Mission support, E4SEA plans to begin stakeholder mapping in Lao as well. In parallel, where opportunities present, the Activity will continue to identify universities and energy employers to be engaged during Objectives 2, 3, and 4.

Furthermore, E4SEA has started the process of LOCs with selected stakeholders that would enable E4SEA to enter into agreements with 4-5 stakeholders to be the beneficiaries of the Activity. The LOCs will enable the Activity to begin implementing the ToT and change management interventions in the stakeholder organizations.

Detailed tasks and approaches for activities to be conducted during Quarter 3 of FY 21, including performance results (outputs) and deliverables, are described in detail in the Annual Year 1 Work Plan and summarized later in this Quarterly Report.

### **PROPOSED INDICATORS TO MEASURE RESULTS**

During this quarter, E4SEA involved several rounds of discussions with RDMA officials on refining the Activity indicators. At the request of RDMA (Khun Ke), E4SEA sought the guidance of the Gender Specialist at the Asia EDGE Hub. The indicators were finalized in mid-March 2021. Also, the PIRS and the PITT for the various indicators were completed and submitted to RDMA along with the Revised MEL Plan for final approval. Annex A of this Quarterly Report provides details of the final indicators for measuring Intermediate Results (IRs), Outcomes, and the Goal of the Activity. The final revised MEL Plan was submitted to RDMA on March 31, 2021.

### **OTHER ITEMS REQUIRED AS PART OF THE QUARTERLY REPORT**

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

# INTRODUCTION

## SOUTHEAST ASIA AND ENERGY SECTOR

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.<sup>1</sup> 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 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.<sup>2</sup> 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.

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 power companies and only 14 percent of senior management leadership teams.<sup>3</sup> Increased gender equality can improve business performance and help energy agencies meet their bottom-line goals by improving employee retention rates, increasing productivity, and enhancing financial returns.<sup>4</sup> Moreover, well-functioning energy agencies 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-dominated energy sector leads to tangible economic empowerment outcomes for women, such as increased opportunities for formal employment and higher income.

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<sup>1</sup> Wood Mackenzie, <https://www.woodmac.com/news/opinion/southeast-asia-lng-power/>

<sup>2</sup> 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](http://ieg.worldbankgroup.org/sites/default/files/Data/Evaluation/files/lp_financial_viability_electricity_sector.pdf)

<sup>3</sup> 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/>

<sup>4</sup> 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)

## ENHANCING EQUALITY IN ENERGY FOR SOUTHEAST ASIA (E4SEA) ACTIVITY

In Southeast Asia, gender inequality is a critical 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 faces: 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 also in community institutions. 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 collecting clean water. These practices often prevent women from obtaining education, training, and skills needed to enter into higher-wage, high-growth occupations, such as 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 will be Burma, Cambodia, Indonesia, Lao PDR, the Philippines, Thailand, and Vietnam.

## THEORY OF CHANGE AND RESULTS FRAMEWORK

The 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 I presents the Results Framework (RF) for the Activity based on extensive discussions with the COR and Khun Ke, 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 Khun Ke, E4SEA consulted with the Asia EDGE Hub Team to seek their input to the RF.

## PERFORMANCE WORK STATEMENT (PWS)

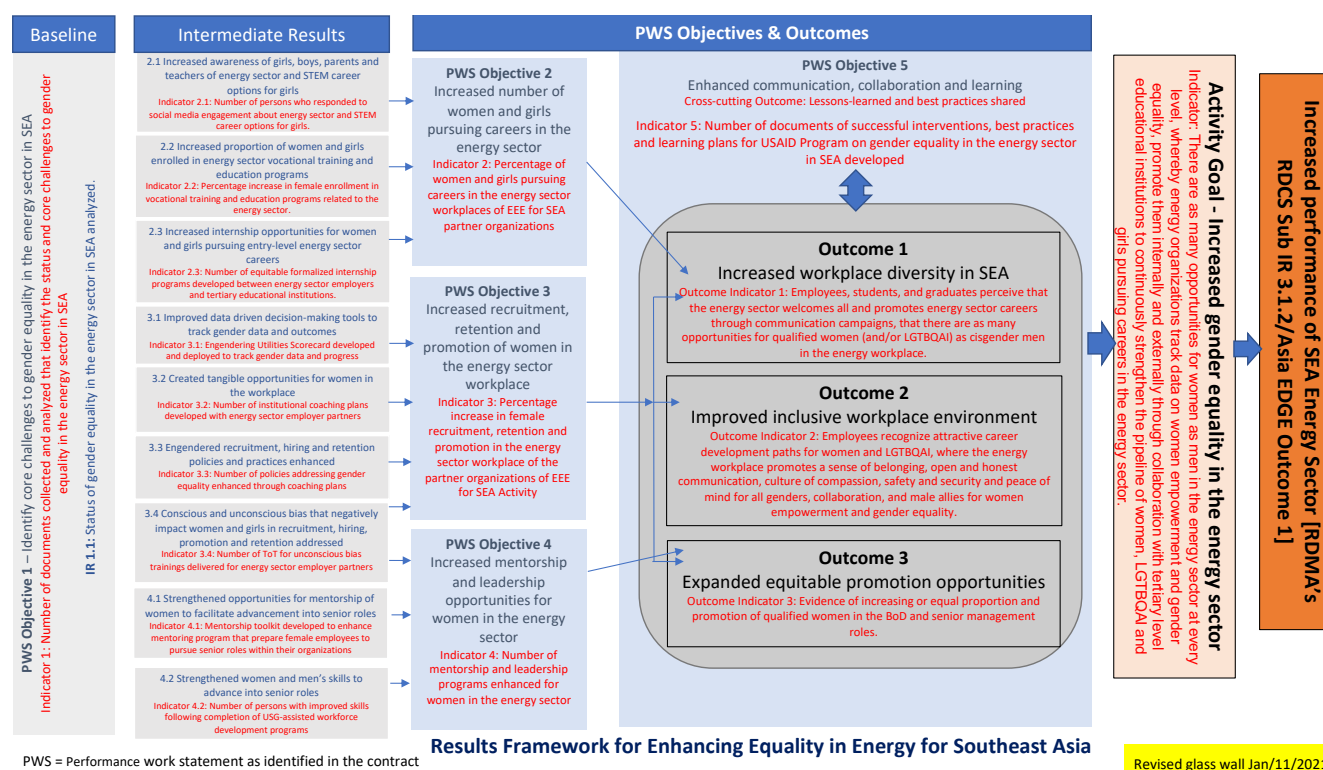
As part of the solicitation process, CORE, as required under the solicitation, developed and submitted a Performance Work Statement (PWS) to USAID. This PWS is part of CORE's contract and provides the details of the interventions and tasks to be completed to achieve the Activity "Objectives" and "Outcomes". 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 (i) interventions for implementing each of the five Objectives, (ii) expected results, (iii) performance standards (outputs), (iv) acceptable quality standards, and (v) 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 into 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 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 institution.
- 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 make organizational change, 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 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. E4SEA has started working with potential partner organizations (through extensive IDIs) to identify core challenges to gender equality to inform implementation and decision making (under Performance Work Statement Objective I – 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.

As part of start-up under Objective I, as mentioned earlier, E4SEA has completed and submitted the GESI Analysis and GIDAP, based on literature search, to RDMA. Both the GESI and GIDAP have been approved by RDMA and will be updated based on in-country data collection in the focus countries as part of the second phase of Objective I implementation. The second phase of Objective I includes Interventions I.2 and I.3. During this quarter, E4SEA has completed extensive work under these two interventions as discussed later in this report.

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 is provided in the Year 1 Annual Work Plan for the Activity submitted to USAID/RDMA separately.

## 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 will 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. 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 will work 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. Intermediate results expected from these interventions includes 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 is provided in the Year 1 Annual Work Plan for the Activity submitted to USAID/RDMA separately.

## OUTCOME 3: EXPANDED EQUITABLE PROMOTION OPPORTUNITIES

To expand equitable promotion opportunities in the workplace environment in the energy sector Southeast Asia, E4SEA will 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). 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 will develop an evidence base for linking gender and business outcomes; increase collaboration and coordination on gender equality topics; and increase 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 provides a detailed discussion of the approach to implementing the interventions under the PWS Objectives 4 and 5.

This quarterly report highlights program activities implemented during Year 1 Quarter 2 (January 1 – March 31, 2020). It also highlights issues/challenges posed by the persistence of COVID-19 and proposed solutions and plans for the next quarter. 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 Activity focus countries. Accordingly, continued remote work and virtual meetings are anticipated throughout most of the next Quarter – Quarter 3 of FY 21.

## **CONTRACTUAL REQUIREMENTS FOR THE QUARTERLY PERFORMANCE 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. specifically, the contract requires the following:<sup>5</sup>

The Contractor will submit brief quarterly performance reports and financial allocation summaries to USAID to reflect progress and activities of the preceding quarter. The report shall describe the tasks completed in the last quarter relative to what was anticipated by the approved work plan and will assess overall project impact to date relative to the performance indicator targets.

The quarterly reports will highlight any issues or problems affecting the schedule or impact of services provided by the Contractor. The reports will include financial information on the expenses incurred, available funding for the remainder of the activity and any variances from planned expenditures. All data and output reporting will disaggregate data, at a minimum, by sex. The format for these reports will be established between the Contractor and the TOCOR. The reports must be presented in English. Quarterly performance reports will present progress on all Activity interventions and will include the following:

- Brief outline of activity purpose and activity approach;
- Overall status of activity progress towards objectives (narrative);
- Status of overall activity progress per the approved indicators as defined in the MEL Plan, and if relevant the targets set out for the reporting quarter;
- Summary of completed interventions and progress towards results under this award during the timeframe of the report;
- Status of progress in implementation of the GIDAP and the Communications and Outreach Plan;
- List of reports/deliverables completed in the reporting period;
- Explanation of quantifiable outputs of the tasks, if appropriate and applicable;
- Reasons why established targets were not met, if applicable;
- Description of any short-term consultants' progress and observations, identifying any significant issues, and a description of follow-on interventions;

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<sup>5</sup> This text is taken directly from CORE's contract for the E4SEA Activity.

- Status of budget expenditures and analysis of any cost overruns or high unit costs (the Contractor must immediately notify USAID of developments that have a significant impact on award-supported interventions);
- Identification of problems, delays or adverse conditions that impair the ability to meet the objectives of the award, including a statement of the action taken or contemplated, and any assistance needed to resolve the situation;
- Description of progress towards removing gender-related constraints and new opportunities pursued to create greater gender equity;
- List of major interventions planned for the next quarter;
- Projected USAID approvals, waivers or deviation requests anticipated during the next quarter;
- The status of required audit processes including for sub-awardees, if applicable;
- Success stories (if available) in the proper USAID format and a brief analysis on the general economic context; and
- Status of implementing the conditions of the IEE.

## **ORGANIZATION OF THE QUARTERLY PERFORMANCE REPORT**

Given the requirements of the contract with USAID, the structure of the Quarterly Report 2 – FY 2021 includes all applicable topics from the above list of requirements. The following is the structure of the Quarterly Report 2 – FY 2021:

Section 1: Executive Summary

Section 2: Introduction

Section 3: Summary of General Operations

Section 4: Activity Progress Towards Objectives

Section 5: Completed Interventions and Progress Towards Results

Section 6: Issues and Proposed Solutions

Section 7: Planned Interventions for Next Quarter

Section 8: Success Stories

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 is maintained in this Quarterly Report for Q2 but has been substantially reduced in its contents as the details are already included in the Quarterly Report for Q 1.

### 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. All of the activities are being managed by the Interim COP (Lois Varrick, based in the US) and the Deputy COP (Pae Piromya, based in Bangkok). All technical oversight and the management of the preparation and delivery of foundational document is provided by the Senior Activity Advisor (Vinod Shrivastava, based in the US).

Detailed discussion of the start-up activities completed under Quarter 1 were described in detail in the Quarterly Report for Quarter 1 which has been approved by the COR. Also, as mentioned in Table 1, all of the required foundational deliverables were submitted on time and have been approved by the COR, except for the MEL Plan which is in the final stages of approval.

### ACTIVITY COORDINATION – INTERNAL AND EXTERNAL

In keeping with the practice during the first quarter, 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.

These weekly meetings also include discussion on staff assignments and deliverables by each staff. The Interim COP conducts these meetings all of which invariably result in a series of action items that are documented by the Activity Administration Specialist and shared with the entire team.

#### WEEKLY COORDINATION MEETINGS 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. Specifically, during the reporting period E4SEA has focused discussion on the following key topics:

- **Furtherance of the Relationship with Thammasat University (TU), the Thai Counterpart Agency (TCA) for the E4SEA Activity:** E4SEA has supported the COR in

facilitating a meeting for the RDMA Mission Director (MD) with the Rector of TU who has been reappointed. Specifically, the E4SEA has supported the development of a “Briefer” for the MD and drafting a letter from RDMA to TICA announcing the partnership with RDMA and CORE. As of writing of this Quarterly Report, the meeting between the RDMA Mission Director and the TU Rector has been set for April 19, 2021.

- **Incorporation of Comments on the Foundational Deliverables and Final Approval:** During the reporting period, E4SEA responded to COR comments on all foundational deliverables (See Table 1) and received approval on all deliverables except the MEL Plan.
- **Multiple Revisions and Submission of the MEL Plan:** In consultation with the COR and Khun Ke, several revisions to the MEL Plan including revisions to the PIRS were submitted. The final revised MEL Plan and the PIRS and PITTs were submitted on March 31, 2021.
- **Activity implementation Planning** – discussion on plans for the implementation of various objectives under the PWS. Specifically, E4SEA made considerable headway towards the implementation of IDIs and FGDs under Objective 1 (Interventions 1.2 and 1.3).
- **Continuation of Staffing:** Staffing efforts continued including the recruitment of the Training and Learning Specialist who is starting work on April 15, 2021. In addition, E4SEA selected and recommended a COP to the COR. The COP has been approved and will be on board on May 1, 2021.
- **Activity Coordination with Bilateral Missions and IPs:** RDMA guidance on cooperation and collaboration with stakeholders, IPs, and various bilateral missions in the SEA region.
- **Activity Coordination with Other Entities:** In addition to coordinating with the bilateral Missions and the IPs in the region, E4SEA also started collaboration with the wider network of entities involved in GESI issues. Specifically, E4SEA is coordinating with the National Science Foundation, the Women in Wind Global Leadership Network, the Asia Foundation, and others. Also, in consultation with the COR and the Senior Gender Advisor at USAID HQ in Washington, D.C., E4SEA is coordinating with the SEA utilities that are partnering with the Engendering Utilities Activity.

As part of focused management and timely tracking of all actions, meeting notes that include action items are kept and are shared among all personnel along with specific responsibilities assigned to each specialist.

#### WEEKLY MANAGEMENT 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. Furthermore, the meeting is devoted to developing plans and making staff assignments to various Activity staff. These meetings document all key action items and also discuss any feedback from RDMA on the deliverables and progress.

## PROGRESS WITH THE RELATIONSHIP WITH THAMMASAT UNIVERSITY, THE ACTIVITY TCA

Given TU's strong interest and commitment for gender equality and their extensive business contacts in the energy industry both in Thailand and the SEA region, USAID has started preliminary discussions with TU to explore areas where their input could add value to the Activity and the overall RDMA goals. In an upcoming meeting, the RDMA MD and other officials plan to discuss a three-pronged relationship with TU – TCA, Activity Beneficiary through an LOC, and an Activity Contributor (areas to be discussed).

## PERSONNEL MOBILIZATION, RECRUITMENT AND ONBOARDING

Table 2 summarizes the status of staffing and the roles/responsibilities of various Home Office and Bangkok Office staff. In addition to a dedicated team of Home Office and Bangkok Office personnel, E4SEA also has an Advisory Committee that provides overall oversight for all Activity planning and implementation tasks and deliverables. This is an updated Table since the last one which was submitted as part of the Quarterly Report Q 1.

**TABLE 2: E4SEA: PERSONNEL ROLES AND RESPONSIBILITIES**

NAME	STATUS AND ROLE	RESPONSIBILITY
<b>BANGKOK OFFICE LONG-TERM</b>		
Khan Ram-Indra	Chief of Party (COP) <b>Full time and based in Bangkok</b>	The COP is expected to take post and start work on May 1, 2021
Lois Varrick	Interim Chief of Party (US-Based)	Performs the following responsibilities until the recruitment and on-boarding of the full time COP: <ul style="list-style-type: none"><li>▪ Single point of contact for USAID</li><li>▪ Manages the field office in Bangkok</li><li>▪ Supervises five technical specialists, five support personnel, and the Country Gender Specialists</li><li>▪ Has final responsibility for quality assurance/quality control for all deliverables and performance of the contract</li></ul>
Prae Piromya	Deputy Chief of Party (DCOP) <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"><li>▪ Assists in implementation and day-to-day operations of the Bangkok office</li><li>▪ Serves as the Lead for stakeholder engagement and outreach activities in close coordination with the COP</li><li>▪ Will be in regular contact with the 7 Country Gender Specialists as and when they are onboarded</li><li>▪ Coordinates all activities with the CORE team including Tetra Tech and Cadmus under guidance from the Interim COP and COP as soon as the COP joins the CORE Team on May 1, 2021.</li></ul>

Napapan Der Kinderen	Senior Gender Specialist <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Serves as the lead gender specialist and supports all interventions and activities fostering enhanced gender equality</li> <li>Coordinates the work of all Country Gender Specialists</li> <li>Coordinates the development and updating of GESI and GIDAP</li> </ul>
Sandee Pyne	Change Management Coach <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Serves as the Lead Change Management Coach</li> <li>Works with the Learning and Training Specialist to institutionalize best practices, tools, methodologies, and curricula in gender equality and enhancement in the energy employers</li> <li>Coaches energy sector employers</li> </ul>
Suttida Vanaphongsai	Learning and Training Specialist <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Lead Learning and Training Specialist</li> <li>Develops ToT modules and/or adapts Engendering Utilities courses</li> <li>Works closely with the Change Management Coach</li> <li>Serves as the focal point for coordinating all deliverables, supporting the COP and the Senior Activity Advisor (Vinod Shrivastava)</li> </ul>
Ekkapong Saenwan	Monitoring, Evaluation and Learning Specialist <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Provides support in data collection, analysis, and reporting across the Activity</li> <li>Leads the development and updating of the MEL Plan</li> </ul>
Supakorn Suesatsakulchai	Communications, Outreach, Social Media Specialist <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Provides communications, outreach, and social media support</li> <li>Leads the development of all communications products</li> </ul>
Jurane "Mui" Paiwattananupun	Project Coordinator and Scheduling and Administration Specialist <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Provides support in project coordination, Human Resources Management, scheduling, office management</li> <li>Provides administration support</li> </ul>
Dulyapon Somsri	Finance Specialist <b>Full Time and Based in Bangkok</b>	<ul style="list-style-type: none"> <li>Provides support in payables, account management, and expense compilation</li> <li>Provides support of Activity financial reporting and documentation</li> </ul>
<b>PART-TIME COUNTRY GENDER SPECIALISTS IN THE SEVEN ACTIVITY FOCUS COUNTRIES</b>		
TBD	Country Gender Specialists <b>Recruitment Underway</b>	<ul style="list-style-type: none"> <li>Supports the team in all country-level interventions, opportunities, and program roll-out</li> <li>Overall plan is to recruit one part-time Country Gender Specialist in each of the 7 focus countries. However, during Year 1, based on RDMA guidance on the Year 1 Activity Work Plan, the focus will be on three countries –</li> </ul>



		Thailand, Indonesia, and either the Philippines or Vietnam. Therefore, E4SEA is focusing on selecting Country Gender Specialists in these priority focus countries first.
Interns		Recruitment of two interns is underway.
<b>CORE HOME OFFICE/SHORT-TERM FIELD SUPPORT</b>		
Vinod Shrivastava	Senior/Lead Activity Advisor	<ul style="list-style-type: none"> <li>Advises on all aspects of the Activity planning and implementation</li> <li>Leading the development of all key deliverables until the function is transferred to the COP</li> <li>Providing internal QA/QC of all products delivered to COR even after the COP takes over the day-to-day responsibility for the deliverables</li> <li>Leading all Activity performance coordination with COR until transferred to the COP at which time serves as the Lead Activity Advisor</li> </ul>
Lois Varrick	Capacity Building and Transition Management Specialist	<ul style="list-style-type: none"> <li>Advises on technical content design and transition management workshops/work sessions, aimed at opening opportunities for women across the full energy sector chain</li> </ul>
Dinesh Wahi	Manager of Procurement, Logistics, and Contract Support	<ul style="list-style-type: none"> <li>Provides support for the setup of E4SEA Field Office in Bangkok including office leasing, furnishing, IT installation, corporate registration, banking and accounts set up, and equipment and supplies procurement</li> </ul>
Veronica Pohls	Home Office Support Specialist	<ul style="list-style-type: none"> <li>Provides support to Field Office in record keeping, finance and accounting, logistics, coordination and meeting organization</li> </ul>
<i>TBD (Multiple Persons)</i>	Cross-cutting Specialists: Gender Specialist; Monitoring, Evaluation and Learning Specialist; Social Impact Specialist, Graphics Specialist (Mid-Level)	<ul style="list-style-type: none"> <li>Provides backstopping support to Field Office in cross cutting areas of gender; monitoring, evaluation and learning; social impact, graphics</li> </ul>
<b>ADVISORY COMMITTEE</b>		
Vinod Shrivastava	Senior/Lead Activity Advisor	<ul style="list-style-type: none"> <li>Coordinates with the members of the Advisory Committee on all key aspects of Activity planning and implementation</li> <li>Supports the Interim COP who is overseeing the performance of all Activity personnel</li> <li>Leads the Weekly Review Meeting with the COR and makes presentations to the bilateral Mission and other partners on the Activity goal and progress, as directed by the COR</li> </ul>

Jeannelle Blanchard	Senior Project Advisor	<ul style="list-style-type: none"> <li>Advises on the development of key deliverables, conceptualization of activities, and adapting of Engendering Utilities activities</li> <li>Oversees Tetra Tech's subcontract performance</li> </ul>
Jessica Menon	Gender Advisor	<ul style="list-style-type: none"> <li>Advises on the development of key deliverables, conceptualization of activities, and adapting of Engendering Utilities activities</li> </ul>
Ryan Kilpatrick	Communications Advisor	<ul style="list-style-type: none"> <li>Advises on the development of key communication related deliverables such as the Communications and Outreach Plan and outreach and engagement toolkit</li> </ul>
Arai Monteforte	Energy Sector Advisor	<ul style="list-style-type: none"> <li>Advises on the development of key deliverables, conceptualization of activities, and adapting of Engendering Utilities activities</li> </ul>
Jasmine Boehm	Change Management Advisor	<ul style="list-style-type: none"> <li>Advises on the conceptualization of coaching activities and deploying the Engendering Utilities approach to coaching</li> </ul>
Agathe Gondinet	Adult Learning Advisor	<ul style="list-style-type: none"> <li>Advises on the development of unconscious bias training and support the ToT for the Engendering Utilities Accelerated Course</li> </ul>
Jan Reynders	Male Engagement Advisor	<ul style="list-style-type: none"> <li>Supports the deployment of the ToT for the Activity based on the Engendering Utilities Accelerated Course and the Engendering Utilities of male engagement course</li> </ul>
<b>SHORT TERM TECHNICAL ASSISTANCE (STTA)</b>		
Monica Simarmata	Energy Sector Associate	<ul style="list-style-type: none"> <li>Supports the development of key contractual deliverables and supports research activities</li> <li>Completes required operational project management and financial items under Tetra Tech subcontract</li> </ul>
Elisa Perry	MEL Specialist II	<ul style="list-style-type: none"> <li>Supported MEL Specialist I in developing a robust M&amp;E plan</li> <li>Provides substantial support on the MEL plan revision</li> <li>Provides support on training, and guidance to Field Office MEL Specialist</li> </ul>
Ziza Machado	Cross-Cutting Specialist	<ul style="list-style-type: none"> <li>Provides support in gender and energy research, survey development and data compilation and summation, report preparation, training module design, and other project support activities</li> </ul>

Kara De Kretser	Gender and Social Inclusion Specialist	<ul style="list-style-type: none"> <li>Provides support to develop gender equality and social inclusion assessment and analyses based on literature review, stakeholder engagement, primary data collection, surveys, and/or collaboration with gender specialists</li> </ul>
TBD	Senior Training Specialist	<ul style="list-style-type: none"> <li>Works with Field Office Learning and Training Specialist to develop training materials, conduct training and training survey analysis, as required</li> </ul>
TBD	Senior Cross-Cutting Specialists (Communications and Outreach)	<ul style="list-style-type: none"> <li>Works with Field Office Communications, Outreach and Social Media Specialist to develop communications and outreach campaigns, success story write ups, and other outreach</li> </ul>
TBD	Senior Cross-Cutting Specialist (Public and Private Sector Governance and Change Management Specialist)	<ul style="list-style-type: none"> <li>Works with Field Office Change Management Coach to provide support in public private sector governance and change management</li> </ul>

## SUMMARY OF BANGKOK OFFICE STAFFING

The E4SEA has proposed a total of nine full-time staff for the Bangkok Office. As of now, all 9 full-time positions have been filled. The recruitment of the last and ninth full time employee – the Activity COP was completed in April 2021. The COP will join the team on May 1, 2021. Therefore, as of May 1, 2021, the staffing for the Bangkok Office will be complete.

## PROGRESS WITH ESTABLISHING THE BANGKOK OFFICE

CORE's Bangkok office is fully operational. However, given the COVID-19 situation, most of the staff are working remotely.

## 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, the E4SEA Activity is fully staffed, mobilized and operational. As of the writing of this report, the Activity is on a highly accelerated pace of implementation, including extensive IDIs (already underway) and FGDs (to be underway during early in the next Quarter). In addition, the procurement of a firm or firms to conduct the baseline citizen survey is underway as well.

### OTHER ISSUES RELATED TO ACTIVITY OPERATIONS

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

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

### DELIVERY AND STATUS OF CONTRACTUAL PRODUCTS

As mentioned earlier, the contract required a number of deliverables within the first 60 to 90 days after contract award. Most of the key deliverables were due within sixty (60) days of the contract effective date of August 12, 2020. One deliverable – Gender and Inclusive Development Action Plan (GIDAP) – was due ninety (90) days after the contract effective date. In addition, the GIDAP deliverable was split into two separate deliverables at the request of the COR and other RDMA officials. The two deliverables were: (i) Gender Equality and Social Inclusion (GESI) Analysis and (ii) the GIDAP.

During this reporting period, E4SEA incorporated comments from the RDMA on the deliverables submitted during the previous quarter and finalized most of the deliverables. Table 3 provides the status of all contractual deliverables prepared and submitted to RDMA/USAID.

**TABLE 3: E4SEA CONTRACTUAL PRODUCTS SUBMITTED IN FY21 Q1**

NAME OF CONTRACTUAL PRODUCT	STATUS
Branding Implementation and Marking Plan	Submitted with the proposal, revised during contract discussions. <b>Approved by RDMA/USAID as part of the contract.</b>
Rapid Mobilization Plan	Submitted on September 10, 2020 (on schedule). <b>Approved by RDMA/USAID on October 27, 2020.</b>
Communications and Outreach Plan	Draft submitted on October 10, 2020 (on schedule). Final submitted on November 16, 2020. <b>Approved by RDMA/USAID on November 20, 2020.</b>

E4SEA Fact Sheet	<p>Draft submitted on November 03, 2020. Approval received on November 13, 2020.</p> <p>Revised Final submitted on December 06, 2020.</p> <p><b>Approved by RDMA on November 13, 2020.</b></p>
Year 1 Annual Work Plan	<p>Draft submitted on October 09, 2020 (on schedule).</p> <p>Revised Plan submitted on December 15, 2020.</p> <p><b>Approved by RDMA on March 22, 2021.</b></p>
Monitoring, Evaluation & Learning (MEL) Plan	<p>Draft MEL Plan and PITTs submitted on October 09, 2020 (on schedule).</p> <p>A Partial MEL Plan Deliverable (RF and Indicators), as requested by Khun Ke at RDMA, submitted on November 05, 2020.</p> <p>Feedback received from Khun Ke on November 13, 2020 suggesting a discussion with Asia EDGE Hub folks to update the RF and Indicators.</p> <p>Third Revised MEL Plan based on Asia EDGE Hub input submitted on December 16, 2020 including an alternate RF.</p> <p>Additional comments received from Khun Ke on December 24, 2020 and a meeting took place with her on December 30, 2020 to discuss the comments further.</p> <p>Submitted the next (fourth) revision to the RF and indicators for the goal, outcomes, objectives, and IRs for further discussion.</p> <p>Team meeting with Khun Ke took place on January 05, 2021 to discuss the RF and the Indicators.</p> <p>Fifth Revision: Revised RF and Indicators submitted to Khun Ke and Rashane on January 11, 2021.</p> <p>Sixth Revision: Revised MEL Plan with updated Indicators submitted on February 27, 2021.</p> <p>Seventh Revision: Revised MEL Plan submitted to Asia EDGE Hub personnel for input on March 16, 2021.</p> <p>Revised PIRS submitted to Asia EDGE Hub personnel on March 25, 2021 and received feedback on March 30, 2021.</p> <p>Eighth Revision: The Eighth Revised MEL Plan (including PIRS and PITT) was submitted to the COR on March 31, 2021 for approval.</p> <p><b>Awaiting COR approval.</b></p>
GESI Analysis	<p>Draft GESI Analysis submitted to RDMA/USAID on November 08, 2020 (on schedule). Comments from RDMA received on November 24, 2020.</p> <p>Final GESI submitted to RDMA on November 30, 2020.</p> <p><b>Approved by COR on December 10, 2020.</b></p>
GIDAP	<p>Draft GIDAP submitted on November 08, 2020 (on schedule).</p> <p>Comments received from Khun Natt on December 23, 2020. Khun Natt requested that GIDAP be revised to include (i) and expanded treatment of complementary topics such as GBV throughout the GIDAP, (ii) an expanded internal capacity building plan to include complementary topics, (iii) an addition of a section on external capacity building plan for the universities and energy employers through the ToT, and (iv) approximate budget for capacity building for GIDAP training and capacity building per year as a percentage of the total Activity budget.</p> <p>Revised GIDAP addressing all comments from Khun Natt submitted on January 24, 2021.</p>

	<b>Approved by COR on January 26, 2021.</b>
Quarterly Performance Report I	<p>Quarterly Performance report I covered the period August 12, 2020 – December 31, 2020.</p> <p><b>Approved by COR on February 23, 2021.</b></p>
Quarterly Financial Report I	<p>Quarterly Financial Report I was submitted in parallel with the Quarterly Performance Report I.</p> <p>The contract did not specify a deliverable due date for the Quarterly Financial Report. Therefore, this report was submitted at the same time as the Quarterly Performance Report I.</p> <p><b>Approved by COR on February 2, 2021.</b></p>

## ACTIVITY PROGRESS TOWARDS OBJECTIVES

This section summarizes the progress towards objectives of the Activity.

### PROGRESS TOWARDS IMPLEMENTING OBJECTIVE I – INTERVENTION I.1

During the previous reporting period, E4SEA began the implementation of Intervention I.1 under Objective I. As part of implementing Intervention I.1, the Activity completed and submitted the following two deliverables to RDMA:

1. GESI Analysis (completed and submitted to RDMA on schedule)
2. GIDAP (Completed and submitted to RDMA on schedule)

The GESI Analysis deliverable was approved by RDMA. With respect to the GIDAP, comments from RDMA were received based on which the revised GIDAP was submitted on January 24, 2021. The Final GIDAP was approved by RDMA on January 26, 2021.

### PROGRESS TOWARDS IMPLEMENTING OBJECTIVE I – INTERVENTIONS I.2 AND I.3

After completing the development of the GESI Analysis and the GIDAP, during the second Quarter, E4SEA focused on a number of specific tasks related to Interventions I.2 and I.3. Specifically, the tasks associated with Interventions I.2 and I.3 include the following:

1. Development and completion of stakeholder mapping tools
2. Development and completion of stakeholder consultation questions and questions for in-depth interviews (IDIs)
3. Development of survey questions
4. Development of topics and questions for focus group discussions (FGDs)
5. Design of a program coordination dashboard
6. Other outreach materials for secondary data collection in the focus countries including design of survey instruments
7. Development of the technical requirements and the Request for Proposal for the Baseline Citizen Survey
8. Start of stakeholder identification in the Philippines and Indonesia
9. Development of a draft LOA with the National University of Lao to clear the way for us to potentially start work in Lao PDR
10. Development of a draft LOC to be used to engage a few selected (4-5) stakeholders per country, starting with Thailand, for further engagement including ToTs

The next section provides more details on the progress of these tasks and expected results of Interventions I.2 and I.3.

### PROGRESS TOWARDS COMMUNICATIONS AND OUTREACH PLAN IMPLEMENTATION

In accordance with the contract requirements, the Communications and Outreach Plan was prepared and submitted to RDMA on schedule. RDMA has approved the Plan and the implementation of the Plan has begun with engaging stakeholders to enhance opportunities for women in the energy sector. In March 2021, in consultation with the COR, the acronym of the Activity was changed from “EEE for

SEA” to “E4SEA”. As a result of this change, and at the request of the COR, the Communications and Outreach Plan has been revised and submitted to the COR on April 2, 2021.

In addition, the COR advised us that the RDMA had posted the Activity Fact Sheet on the official RDMA website which was slightly modified; the acronym for the Activity was removed from the Fact Sheet. Accordingly, for all activities going forward, the revised Fact Sheet is used in the Activity’s communications and outreach with various stakeholders.

Specifically, E4SEA has started the following activities to implement the Communications and Outreach Plan:

1. Outreach materials for energy employers and tertiary educational institutions have been prepared and are being currently used during the IDIs in Thailand and will be used for the FGDs as well. In addition, these materials will be used for IDIs and FGDs in Indonesia and the Philippines, two of the three focus countries during year 1 of the Activity.
2. As part of the E4SEA, a Concept Note was prepared to engage the senior executives at the Petroleum Authority of Thailand (PTT). E4SEA is engaging with the Head of the PTT Labor Union to reach the top management of PTT in order to influence PTT HR policies to be more gender inclusive and equitable. Initially, E4SEA developed a Concept Note in both the English and Thai languages. Based on this, the Head of the PTT Labor Union has requested that E4SEA develop a presentation for the top management of the HR Department at PTT in order to use this as a tool to engage PTT and influence major HR policy reforms needed to open up career opportunities for women in the oil and gas sector, a sector traditionally dominated by male employees and executives.
3. In addition, additional communication materials have been developed under the Activity. These include interview questions, survey questionnaire, topics for focus group discussions, stakeholder selection process, stakeholder selection criteria, and various tools to facilitate discussions with stakeholders/partners.

## **PROGRESS TOWARDS BILATERAL MISSIONS ENGAGEMENT AND OUTREACH**

During the second Quarter, E4SEA engaged with various 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 three focus countries – Indonesia, the Philippines, and Laos. In each case, additional follow-up virtual meetings were conducted to further explore areas of collaboration. A brief summary of the highlights of these discussions follows:

### **USAID MISSION IN INDONESIA AND THE SINAR IP (TETRA TECH)**

As part of its collaboration with the Bilateral Missions and their respective program IPs, the E4SEA COR facilitated a virtual meeting on February 2, 2021. The objective of this meeting was to provide a briefing to the Indonesia Mission and their SINAR IP (Tetra Tech) on the E4SEA Activity. E4SEA made a comprehensive presentation including listing areas for collaboration between RDMA and the Bilateral Mission and between the E4SEA and SINAR activities. The presentation ended with a discussion on the next steps. Ms. Retno Setianingsih, Program Development Specialist at the Indonesia Mission in Jakarta, provided suggestions for the two IPs to potentially undertake joint activities at the nexus of gender and



energy as E4SEA begins implementation in Indonesia. The Tetra Tech team was led by Bill Meade, Program Manager, SINAR Project.

At the request of the Indonesia Mission, E4SEA provided a follow-up and more detailed presentation to the Indonesia Mission and the SINAR IP on the E4SEA's completed and approved GESI and GIDAP (March 15-16, 2021). Specifically, during the presentation, key GESI findings were discussed. These findings were based on secondary research that involved data collection and analysis from close to 300 different sources in the literature. During the Q&A period, Ms. Retno further stressed the desirability of RDMA and the Indonesia Mission forging a cooperation as the E4SEA Activity begins its GESI work in Indonesia including IDIs, FGDs, and the baseline citizen survey.

#### USAID MISSION IN THE PHILIPPINES AND THE ESP IP (RTI INTERNATIONAL)

As part of its collaboration process with bilateral missions and their respective IPs, E4SEA provided an introductory presentation to the Philippines Mission and their IP, RTI, on January 19-20, 2021. This presentation was to introduce the Mission and RTI to the overall goal, objectives, and planned interventions under the E4SEA Activity. At the end of the presentation, the participants discussed potential areas of cooperation and agreed to hold a follow-up virtual consultation meeting.

Accordingly, a follow-up more detailed IP to IP virtual meeting was held during which E4SEA provided a more detailed presentation that included stakeholder mapping and the stakeholder engagement process. The presentation also discussed the approach to conducting a baseline citizen survey in the Philippines. Ms. Leonila Gutierrez (Lilly), Energy Policy Specialist and the TOCOR for the Philippine ESP activity, confirmed her interest in further collaborating with the E4SEA Activity.

#### FOLLOW UP WITH THE INDONESIA AND PHILIPPINES MISSIONS

Given the strong interest from both the Indonesia and the Philippines Missions to coordinate and collaborate with the E4SEA Activity, a request was made for the COR to seek assistance from the two Missions in identifying potential stakeholders for IDIs and FGDs planned during the third quarter of the Activity. E4SEA drafted detailed requests and an example which were forwarded by the COR to the two Missions for assisting the E4SEA Activity with the identification of key stakeholders and their contact information.

#### USAID MISSION IN LAO PDR AND THE LES IP (NUMARK ASSOCIATES)

The USAID Mission in Laos expressed a strong interest to RDMA in collaborating with the E4SEA Activity. At the request of the COR, E4SEA provided an introductory briefing to the Laos Mission. The briefing included a detailed description of the Activity's goals, objectives, and planned interventions. Mr. Collin Hughes, Office Director, Economic Growth, Education, and Energy, at the Laos Mission, represented the team from the Mission. Mr. Randall Nottingham represented the LES Activity being implemented by Numark Associates. During the Q&A portion of the meeting, the key issue discussed involved the need for all implementing partners to have a letter of agreement (LOA) with a counterpart agency in Laos prior to beginning any work in the country. As such, CORE International has drafted an overall cooperation framework between CORE and the National University of Laos, which will serve as the basis for a letter of agreement that is needed before E4SEA can begin implementing the Activity in Laos.

The draft for the cooperative framework is under finalization before the COR will send it to the Laos Mission for further action.

## OVERALL PROGRESS TOWARDS DESIGNING AND CONDUCTING IDIS

During this Quarter, CORE made a significant progress in designing and conducting IDIs with key stakeholders. The following is a quick summary of the status of the IDIs:

- Total Number of Stakeholders Selected for IDIs 21
- IDIs Conducted 13
- Planned and Scheduled IDIs 8

Table 4 summarizes the current status of the IDIs in Thailand

**TABLE 4: CURRENT STATUS OF IDIs IN THAILAND – QUARTER 2**

IDI Summary - E4SEA					
	No	Name	First Outreach Date	IDI Completion date	Note(s)
Government ministries	1	Ministry of Energy - Director of Energy Policy and Planning Office - EPPO	Mar-12-2021	Mar-25-2021	
	2	Department of Women's Affairs at the Ministry of Social Development and Human Security	Feb-25-2021	Mar-18-2021	
	3	Ministry of Labour	Feb-24-2021	Mar-18-2021	
Energy supply industry	4	CEO of SPCG	Mar-03-2021	Mar-29-2021	
	5	CEO of Banpu	Mar-12-2021	Mar-26-2021	
	6	EGAT SVP Strategy	Mar-30-2021		Resent on Mar 30-2021
	7	PTT HR	Mar-22-2021		Tentatively after Songkran
	8	Gulf HR	Mar-04-2021	Mar-16-2021	
Regulators	9	Energy Regulatory Commission (ERC)	Mar-22-2021		Working on requesting an interview with the head of Strategy
Rural Electrification Entities	10	PEA SVP Operations	Mar-10-2021	Apr-01-2021	
	11	PEA Manager (female)	Apr-02-2021	Apr-04-2021	
Tertiary educational institutions	12	Director of Office of Vocational Education Commission (OVEC)	Feb-23-2021		Following up
	13	Hat Yai Technical College	Apr-6-2021		Sent
	14	Fang Vocational Education College	Apr-07-2021		Sent
	15	Chulalongkorn University Dr. Jessica Vechbanyongratana	Mar-03-2021	Mar-17-2021	
Energy services company	16	Chairman of Neoclean	Mar-22-2021	Mar-24-2021	
Energy equipment and goods supply company	17	CEO of Gunkul	Mar-3-2021		Sent, scheduling in process
	18	Rockefeller	Mar-04-2021	Mar-23-2021	
Association/NGO/foundation/network	19	ASEAN Dr. Ratchada Jayagupta	Mar-01-2021	Mar-09-2021	
	20	Sexuality Studies Association - Dr. Varaporn	Mar-12-2021	Mar-24-2021	
	21	APPP Chair (Vice Chair of BGRIM)	Mar-4-2021		Following up

**Note**

Total outreach: 21  
Total IDI completion: 13  
Pending: 8

In addition, E4SEA has started the stakeholder identification process in the Philippines and Indonesia. RDMA is assisting us in requesting the Missions and IPs in these countries to make recommendations for key stakeholders and facilitate introductions.

### PROGRESS TOWARDS ENGAGING UNIVERSITIES AND VOCATIONAL SCHOOLS TO PARTICIPATE IN THE ACTIVITY - IN-DEPTH INTERVIEWS (IDIS)

There are several universities and vocational schools that are strong candidates for stakeholder engagement. In the first phase under Intervention 1.2 and 1.3, the Activity focused on the Stakeholder Mapping and consequently the Stakeholder Consultations, which include in-depth interviews (IDIs) and focus group discussions (FGDs). For the IDIs, E4SEA has started engagement with the following universities, based on their longstanding work in the energy sector.

- Chulalongkorn University
- King Mongkut's University of Technology Thonburi (KMUTT), particularly the Joint Graduate School of Energy and Environment (JGSEE)
- Suranaree University

For each IDI, E4SEA included a team of 2 or 3 staff participating in the interview. The following is a summary of the key highlights from the completed IDIs.

***Dr. Jessica Vechbanyongratana, Assistant Professor at the Faculty of Economics, on gender and labor and is a researcher at the Collaborating Centre for Labor Research, Chulalongkorn University (CU-COLLAR), Bangkok***

Chulalongkorn University has an Energy Research Institute, a Department of Mining and Petroleum Engineering, and offers a Master of Science Program in Energy Technology and Management. However, for the IDI, E4SEA sought to speak with Dr. Jessica Vechbanyongratana, Assistant Professor at the Faculty of Economics, on gender and labor. Dr. Jessica Vechbanyongratana is a researcher at the Collaborating Centre for Labor Research, Chulalongkorn University (CU-COLLAR), established in 2019, a collaboration between Chulalongkorn University and the Ministry of Labor. She is currently compiling data on gender pay gap in Thailand and is working on a STEM paper that includes data on STEM and non-STEM occupations.

***Assoc. Prof. Dr. Suneerat Fukuda, the Joint Graduate School of Energy and Environment (JGSEE), King Mongkut's University of Technology (KMUTT), Thonburi, Bangkok***

The following are the highlights of the IDI:

- JGSEE has the mission to provide high quality graduate education and training, conduct high quality research, provide technical services, and produce professional energy labor work forces for fulfil the needs for government and private sectors.
- Currently, more young women prefer to study in numerous energy programs both Master of Engineering and Master of Science-energy Technology and Management with specific areas in petrochemical and other renewal energy like solar energy and biomass energy. In JGSEE, there

is no significant different ratio between male and female students among Thai students; however large number of male students mainly come from India and African countries.

- JGSEE has scholarship programs for outstanding students and the program also gains significant support from different private sectors like PTT, especially in petrochemical science and engineering.
- In term of career opportunities for graduated students in petrochemical engineering, male graduated student usually got recruited to work in the hardship energy sector workplaces (heats and/or dangerous environments). While female graduated students usually recruited to work in the lab sections of different energy companies.
- There is no specific mechanism on career advisor and counseling for students studying in JGSEE but there is job placement program for students by collaborating with private sector.
- Comparing between male and female students, female students have better performance, and they have stronger disciplines than male students.

***Dr. Jessica Vechbanyongratana, Assistant Professor at the Faculty of Economics, Chulalongkorn University***

The following are the highlights of the IDI:

- Thai university entrance exams force high school graduates into certain fields in university, leading to wasted investment in human capital development.
- Universities are aware of this, but bureaucracy slows necessary changes to programs.
- Most STEM graduates end up in non-STEM jobs, such as teachers, clerks, assistants, graphics, accounting, marketing.
- There is a career advisor at the high school level but not at the university level.
- University students seek advice and consult professors, but their advice is very limited without corporate experience.
- It is legal for companies to ask about gender, age, family status in Thailand. Changing the law could help a bit but it comes down to the company's work environment.
- Rule of law is a huge problem, but it does not mean that the oil platform in the middle of the sea cannot be safe for women - company's policy and practice need to be taken seriously
- In general, sexual harassment and abuse are not taken seriously and there is a lack of effective grievance mechanisms. Gender is a governance issue.
- Ordination leave is for men only. Most men are married so it leaves a burden on the wife to take care of the children. Government mandated leave for the husband puts women at risk for worse performance as they may need to take more time off to take care of family.
- Labor law only has annual leave and sick leave. Men need to have the same leave as women to step into caregiving roles. Companies can do more to make this normal and respected.

***Dr. Kitti Prasirtsuk, Former Vice Rector, International Program and Dr. Ruth Banomyong, Dean, Business School, Thammasat University, Bangkok***

As mentioned earlier, CORE has successfully negotiated and signed an MOU with Thammasat University (TU) in Thailand for TU to serve as the Thai Counterpart Agency (TCA) that would be a great asset to the E4SEA Activity implementation. E4SEA has initiated discussions with TU to be potentially an engagement partner to participate in the Activity. These discussions would lead to a Letter of Collaboration (LOC) whereby TU will be one of the engagement partners under the E4SEA Activity.

The engagement with TU continues. The COR has already had a meeting with TU officials and a follow-up meeting between the RDMA Mission Director and the Rector is planned to take place to further discuss collaboration between TU and RDMA.

### **PROGRESS TOWARD ENGAGING ENERGY EMPLOYERS – IN-DEPTH INTERVIEWS (IDIS)**

As part of the E4SEA approach to engage energy employers in the Activity focus countries, IDIs with a number of energy employers both in the public and the private sector have been completed. The following is a list of energy employers in Thailand that have been selected through the stakeholder selection methodology for IDIs:

#### **Energy supply industry:**

- SPCG Public Company
- Banpu
- Electricity Generating Authority of Thailand (EGAT)
- Petroleum Authority of Thailand (PTT)
- Gulf

#### **Rural electrification entity:**

- Provincial Electricity Authority (PEA)

#### **Energy services company:**

- Neoclean

#### **Energy equipment and goods supply company:**

- Gunkul

For each IDI, a team of 2 or 3 staff participated in the interview. The following is a summary of the highlights of the IDIs already completed.

#### ***Dr. Wandee Khunchornyakong Juljarern, Chairperson and CEO of SPCG***

The following are the highlights of the IDI:

- Dr. Wandee has a strong passion in starting solar farms for promoting renewal energy business in Thailand. Her motivation originated from the green principle for saving the environment and mitigating global warming. While other investors and business actors mainly focused on their business gains from environmental and sustainable development issues, Dr. Wandee works in her solar farming business with her “green model” rather than common business model which made her and her business model significantly unique from others. As a result, she has achieved enormous success in her business and she serves as role model for other women in Thailand, in ASEAN region, and globally.
- Initially, Dr. Wandee was granted funding support from the World Bank Group’s International Finance Corporation. After implementing large-scale solar PV plants in

Thailand for years, Dr. Wandee and SPCG received numerous international awards from UN agencies. Apart from her business with green initiative, Dr. Wandee also serves as the president of the National Council of Women of Thailand which supports women leaders and promotes the status of women in Thai society.

- Women should have passion to succeed in their lives and they should continue their lifelong learning for their own success. They should have clear visions on what they have aimed in life, especially the development of their skill sets and career prospect.
- Key to success for female leaders is to have a strong vision and mindsets that is practical and well-received by stakeholders. Furthermore, they need to build value for their business and be self-sufficient when they are starting their business, and their business models must be achievable.

***Mrs. Somruedee Chainmongkol, CEO of Banpu***

The following are the highlights of the IDI:

- Gender equality should not be about giving special treatment to women but about ensuring equality for both genders. Gender equality and diversity are part of corporate governance.
- Banpu follows OECD, which promotes corporate governance (CG) and encourages women on the Board of Directors.
- Leadership and building a culture of corporate governance are key to gender equality. CEO Somruedee started her career at Banpu and has only worked at one company. Starting as a receptionist with an accounting degree when no other job positions were available, she became CEO about 30 years later through hard work, being a constant learner, and being supported by a company founder who saw potential in her from the start and encouraged her to realize her full potential.
- Potential benefits of a partnership with USAID could be a way to help improve Banpu's sustainability score (i.e., DJSI – Dow Jones Sustainability Indices, MSCI) and strengthen practices under OECD guidelines.

***Ms. Chutima Sribumrungsart, Deputy Head of Human Resources, Gulf Energy***

The following are the highlights of the IDI:

- The greatest concern for women in the energy industry is physical safety.
- CEO prefers male employees for business development due to the context of doing business in Asia which includes night life and a drinking culture which, according to the Khun Chutima, are not suitable or safe for women.
- Overall, Gulf has a non-discrimination policy but does place importance on suitability for the business operation e.g., the need to be in a desert in the Middle East with a small group for long periods of time. Sometimes the company pushes for women to get certain positions when qualifications between a man and a woman are competitive.
- Diversity and inclusion are beyond business productivity. They strengthen the organization's creativity and innovation, which are important for the customer/end user experience. The key personnel need to have diversity because nowadays executives do not make decisions alone. They need diverse perspectives for good decision making.

- Energy companies like Gulf need university graduates with future skills (21st century skills) such as technical skills for a changing the energy sector, analytical thinking, creativity, communication, etc. University graduates cannot get a job when they do not have these traits. This is a gap in Thailand. Most university professors lack corporate experience, which also poses a challenge.
- Companies need to penetrate universities to work on the curriculum in order to influence learning that prepares the graduates for business employment and business skills needed to succeed in the energy sector.

**Mr. Suchat Kruakaew, Deputy Governor (Organization Management), Provincial Electricity Authority (PEA) HQ, Bangkok**

The following are the highlights of the IDI:

- The Provincial Electricity Authority (PEA) is a government enterprise under the Ministry of Interior. PEA is a leading energy organization at the provincial level which focuses on providing efficient and reliable electricity services for consumers in 73 provinces in Thailand (except Bangkok, Samut Prakarn and Nonthaburi).
- Most of the women PEA officials mainly hold positions dealing with human resource management and administration and financial management. Only a few women hold senior leadership positions and technical and managerial positions such as an engineer or electrical technician.
- Due to the nature of PEA works that requires 24 hours of service provisions to consumers and the supervision of over 100 PEA staffs in different field offices, it is very difficult for women PEA officers who have faced family and childbearing to pursuit career path in the managerial and technical positions such as field office managers or electrical engineers. This is the key barrier for women career advancement in the PEA.
- For almost 30 years of his professional experiences, he has found that women engineers or women managers could provide effective managerial functions and perform better services to consumers in the provinces, especially rural areas. Women and elderly persons in these areas feel more comfortable to communicate and coordinate with women PEA officers rather than men. Nevertheless, it is very difficult to recruit more women in technical position especially electrical engineers and office managers are crucially needed as most of the direct electricity users in the provincial areas are women.
- It is very important for educational institutions to encourage female students to study in fields such as solar energy, particular electrical technicians, and electrical engineering.

**PEA Tha Thom Sub Field Office, Surin Province at the Thai-Cambodian border province (She asked to be interviewed without citation/anonymously)**

- This interviewee from PEA's Tha Thom Field Office used to work as an electrical engineer in the other PEA offices. She was a B.A. graduate in electrical engineering from the Engineering Faculty of Kon Kaen University. Although she grew up in Surin, a Thai-Cambodian border province, studying in the school with specific focused on STEM promotion program crucially supported her to learn from other role models in STEM, including her seniors participating in the International Physics Olympiad.



- It is very important for young women who aims for their prospect careers in engineering to have significant skills sets such as “soft skills” rather than technical skills in engineering. Also, they must work hard to prove that they can perform their roles and responsibilities as well as men so they would be considered for any jobs that are traditionally assigned to men.
- Many times, women PEA officers were not considered for engineering positions or taking responsibility for important assignments since other PEA officers, mainly men usually assumed that women could not do their work such as traveling alone or driving the car alone for carrying out field works. Therefore, often, they were excluded from the recruitment process due to the myths and unconscious bias about limitations among women and men.

**Mr. Arthit Vechakij, Chairman of the Board of Neoclean & former Chair of the Thai ESCO Association**

The following are the highlights of the IDI:

- There are more male than female engineers at Thai ESSO not because of discrimination but because fewer females study engineering. There is an increasing number of women now pursuing engineering studies. It used to be about 10% in the past and now it is about 30% women in technical areas. In EE (energy efficiency) and RE (renewable energy), there are more women in finance than in technical operations.
- When it comes to women, generally there is more emphasis on increasing safety for travel, accommodation, night shifts, and ensuring that women managers on site are never alone. It is not about discrimination but about safety. Gender is yin and yang: women have some abilities that men do not and vice versa, so you need both.
- In EE and RE, women are very strong in negotiation, design, operational management, and communication. Women’s perceived weaknesses are not really weaknesses, but some things are more apparent than among men: maybe women are more sensitive. Men perhaps can endure more than women.
- There is not much encouragement from universities for women to pursue STEM, energy, climate change, etc. Universities risk going out of business these days due to the digital era. They need to be more competitive by developing career advisory services to students. There is less emphasis on requiring a master’s degree now. The youth are more entrepreneurial and want to move into business right after college graduation. Universities need to reform teaching and learning. They need to provide flexibility for learning in every aspect: online, elective majors, electives, combos, and provide a certificate for the selected fields of study so that people can get good jobs. Vocational schools need to do the same.
- When a female employee gets pregnant, there is plenty of time, 9 months, to plan and mitigate any potential work problem or impact.
- The interviewee stressed – *“We work very hard on retention. We depend on our people and intellectual property. We do everything we can to make it a great workplace/organization.”*

## **IDIS WITH OTHER STAKEHOLDERS AND ADDITIONAL MEETINGS**

### **Government Ministries**



***Ms. Thavorn Artkaew, Director of the Women and Youth Workforce Development Section, Department of Skill Development, Ministry of Labor (MoL)***

The following are the highlights of the IDI:

- Each year, the Department of Skills Development provides different courses for both STEM and non-STEM areas for both Thai and non-Thai people. There are also special training courses for specific groups, including for people living with disabilities who are provided specific vocational training
- Resulting from the rapid development of automation, low skilled workers, mainly women, have the potential to be laid off. To respond to the increasing risk of unemployment facing low skilled female workers in the manufacturing industry, the Department of Skill Development, and the International Labor Organization (ILO) have worked together on a STEM related skills development program called “Women in STEM work readiness and development program in Thailand.” This program provides training courses to upskill female workers in entry level jobs with low-STEM skills to equip them with relevant skills to advance in their careers. So far, some 1,050-woman workers at Seagate Technology plant in Korat, Sung Noen District, Nakhon Ratchasima province have graduated from the training course on data analytics and visualization for manufacturing, and have gained the skillset to collect, analyze, and present in a visual manner manufacturing-related data for decision-making.
- The key to success for implementing the MoL-ILO’s STEM training program is the willingness and commitment from both employers and employees. The employers see the benefits from having upskilled female workers to better match their upcoming business plans and productive outcomes. Low skilled female workers were motivated by upcoming opportunities to gain more income by moving from low skilled jobs to upskilled jobs with higher income. These trainings have built up their competencies for prospective career advancement and other opportunities.

***Ms. Kannikar Chareurnluk, Director of the Bureau of Gender Equality Promotion, Department of Women Affairs and Family Development (DWF), Ministry of Social Development and Human Security (MSDHS)***

The following are the highlights of the IDI:

- The Bureau of Gender Equality Promotion has a mandate to improve the potential of women and to promote equality among different gender identities and serve as the main government agency in disseminating information on gender equality in Thailand.
- Mechanisms on promoting gender equality in Thailand include the Gender Equality Master Plan, the Gender Equality Promotion Fund, and in particular, the establishment and operation of the Chief Gender Equality Officers (CGEOs) and Gender Focal Points in government agencies and independent agencies in Thailand, including 135 Divisions and 19 Ministries and 4 independent agencies in Thailand.
- Sexual Gender Based Violence (SGBV) and harassment is a serious issue that occurs in families, schools, and workplaces including government agencies. The MSDHS is the leading agency in implementing an active campaign and actions on SGBV prevention and response. During the International Women’s Day, anti-rape culture campaigns are carried out in

collaboration with civil society organizations, UN Women, and other concerned agencies. This campaign advocates for people in Thailand, especially TV producers and other actors in the entertainment and media industries to avoid scenes presenting rape scenes or other scenes related to SGBV and harassment in TV soap operas and other media channels.

***Mr. Wattanapong Kurowat, Director of Energy Policy & Planning Office (EPPO), Ministry of Energy***

The following are the highlights of the IDI:

- EPPO has the mandate to formulate and oversee the implementation of energy policies and planning for national sustainability in Thailand.
- For capacity strengthening of EPPO officers there are scholarships, grants (i.e., English language courses and study visits in both in Thailand and other countries), and other support provided to strengthen knowledge and skillsets of both female and male officers.
- Different innovations, projects and campaigns have been carried out in collaborations with academic institutes dealing with energy, especially renewal energy. These include research projects, innovation development, and start-up projects related to renewal energy. “The Energist” by EPPO” is one of the most significant projects that promotes the young “Energists” in Thailand. The third series of the “Energist” by EPPO will be launched soon.

**Associations/Networks/Foundations/NGOs**

***Mr. Pariphan Uawithya, Director of the Power and Climate initiative of The Rockefeller Foundation***

The following are the highlights of the IDI:

- The Rockefeller Foundation is working on reducing energy poverty in India, Burma, and Tanzania with 3 goals: (i) double the income of the poor, (ii) reduce carbon emissions, and (iii) create positive socio-economic impact on women.
- SMEs: 90% of 50% of the SMEs are male entrepreneurs. The Foundation aims to Increase women's role in economic opportunities and participation in decision-making in terms of electricity usage.
- In Burma, there are 3 female CEOs in women-led power companies: Techno Hill, T & T, and Mandalay Yoma. The first 2 are family businesses and the CEOs have STEM education. The companies provide technical assistance for the business model of mini-grid, data analytics, connection financing, and appliance financing. Corporate back-office roles include women.
- Pre-coup, Burma had a IGW solar development plan and there were many opportunities for green jobs. Currently, the situation is uncertain because of political risks.
- Although there are many female leaders in Burma, they do not represent the ethnic diversity in the country.
- Next year, the Foundation will start working in Bangladesh, Indonesia, and the Philippines.

***Dr. Ratchada Jayagupta, ASEAN Commission on the Promotion and Protection of the Rights of Women and Children (ACWC) Representative for Thailand***

The following are the highlights of the IDI:

- ACWC has played a crucial role in advocating and facilitating laws, policies, and measures to fulfil its mandate to achieve protection and empowerment of all women and children in the region.
- Each ASEAN country has ACWC representatives for women and children and each representative has the vital role in deliberating its strategic actions and priorities in the ACWC Work Plan 2021-2025.
- Thailand has several legal and policy frameworks and mechanisms on protection of women and children and gender equality promotion, such as the Gender Equality Act (2015) and the Victims of Domestic Violence Protection Act (2007). However, the implementation of such frameworks and operational practices need to be strengthened.
- Reporting and data collection systems and database management on gender and GBV issues carried out by different actors and sources have not yet been integrated and formulated into a standardized system so it is difficult to utilize such data for further actions on gender equality and GBV programming and policy-making.

***Dr. Varaporn Chamsanit, Program Manager of the Women's Wellbeing and Gender Justice Program, Institute for Population and Social Research (IPSR), Mahidol University***

The following are the highlights of the IDI:

- Currently, many global corporations are actively working on gender equality promotion and prevention of sexual harassment and abuse in their workplaces. This includes not only corporations with predominantly female consumers such as cosmetic companies, but also heavy industry and the ICT sector. These global companies demonstrate strong interest in providing trainings on gender equality and SGBV prevention and harassment for their employees at all levels. They have reached out to CSOs or NGOs dealing with gender issues for technical support on curriculum development and organizing gender-related training for their employees.
- It should be noted that the labor unions within most of the corporate organizations are the key entry points or the single channel to implement gender equality promotion and GBV prevention programs since the executive level of the organization, especially organizations in the male-dominated sectors, may not understand the benefits or positive outcome of gender programming or gender equality activities in their workplaces. Wider approach through human resource management, CSR and other mechanisms should be considered and identified for strategic actions to enhance gender equality.

E4SEA plans to complete all IDIs in Thailand during the first half of Quarter 3. Simultaneously, E4SEA has started the stakeholder identification and mapping process for Indonesia and the Philippines. The COR is assisting E4SEA in identifying potential stakeholders in Indonesia and the Philippines through the bilateral Missions.

Additional information on the requirement of Letters of Agreement (LOAs) in Lao PDR is awaited before beginning any activity in the country. In the interim, a draft LOA with the National University of Lao has been drafted and sent to the COR to support RDMA's discussions with the Lao bilateral Mission.

## Other Stakeholders/Events

E4SEA has also engaged with other stakeholders and attended events related to energy, gender, sustainability, and climate change. These events have been used to promote the E4SEA Activity and the opportunities presented by gender equality in the energy sector. The following are the highlights from each meeting or event.

### ***Vienna Energy Forum (VEF) Virtual Series: Youth, Gender and Equity on January 13, 2021***

The following are the highlights of this event:

- Opening Remarks by H.E. Ms. Leonore Gewessler, Minister of Climate Action, Environment, Energy, Mobility, Innovation and Technology, Austria and Mr. Li Yong, Director General of the United Nations Industrial Development Organization (UNIDO).
- The High-Level Moderated Discussion included representatives from ministries of various countries, the UN, and international companies in the energy sector.
- The importance of involving and empowering youth and women in the energy transition was emphasized. In 2020, the International Atomic Energy Agency (IAEA) has awarded fellowships to a first group of 100 female students from more than 70 countries under a new initiative to help close the gender gap in nuclear science and technology.
- There is need to increase energy access in rural and remote areas.
- Although Africa has a lack of women in the energy value chain, there are numerous opportunities, especially in renewables.
- The importance of digitization for the energy transition was underscored.
- Schneider Electric has been an inclusive energy employer for a long time. Highlighted the importance of measuring how much young talent is acquired with gender inclusion (i.e., female engineers).
- The Ministry of Economic Development of Italy shared that the first step in addressing gender equality in the energy sector was to collect gender disaggregated data.

### ***AMCHAM Thailand Strategic Session for Board Governors & Council/Committee Leadership on January 15, 2021***

The following are the highlights of this event:

- AMCHAM Board Governors and members of Councils/Committees discussed the strategy for 2021, emphasizing the monitoring and evaluation of Council/Committee leadership effectiveness. KPIs will be implemented this year.
- In the breakout session, the DCOP of E4SEA introduced the Activity to the CSR Committee. There was interest from the participants, one being the Chairman and MD of ESSO Thailand. AMCHAM staff also suggested a webinar on women and sustainability in 2021, which the DCOP will take forward with other leadership members.
- DCOP now serves as a member of the AMCHAM CSR Committee. The objective is to leverage the opportunity to work with the private sector and specifically the energy sector entities, as well as foster potential energy employer engagement with the Activity.

### ***AMCHAM Women & UN Women on March 31, 2021***

The following are the highlights of this event:

- UN Women provided a global and regional perspective, including how increasing women's participation is crucial to business success in upper middle-income countries. Kenan presented insights on the gender landscape in Thailand, and how their partnership with UN Women on the WeEmpowerAsia program is supporting companies to improve their gender business practices through implementation of the Women's Empowerment Principles (WEPs). Citibank, a recent Thailand WEPs signatory, shared examples of the positive gender actions they are adopting to benefit their employees, their business partners, and their customers.
- Kenan Foundation: Although there are many Thai female business leaders, in general Thai women are underrepresented.
- Business drivers for gender equality are innovation & growth, cost savings, market growth & brand reputation.
- Citibank: Reasons for joining WEPs are to leverage GAT, learn and share, emphasize diversity and inclusion under the Code of Conduct as well as unconscious bias training.

### ***WOF SE Asia Launch 2021 on January 20, 2021***

The following are the highlights of this event:

- The Women of the Future ("WOF") program, in association with NTT, is a portfolio of events and projects that support and celebrate the successes of young women with the aim of strengthening the pipeline of female talent.
- Every year, leading women are nominated for various categories ranging from sports to business to science and technology.
- The DCOP had a chance to network with diverse women, including the 2019 winner who is an Oil & Gas entrepreneur in Brunei.

### ***USAID Southeast Asia EDGE Hub - COVID-19 Energy Sector Impacts and Recovery in Southeast Asia on January 27, 2021***

The following are the highlights of this event:

- The impact on the energy system is manifold with use moving away from commercial to home due to Covid; this created stressors on the equipment in the field.
- The economic impact is significant with around 4.5% drop in GDP in SEA, in some places even worse hit.
- This was a singular event in terms of carbon emission levels dropping (e.g., on air quality) but they do not see this as a permanent situation and can already see the return of prior levels as people return to travel, more movement/transportation etc.
- Covid-19 has exposed the vulnerabilities in the power system. This pandemic needs to be viewed as part of a compounding threat, which is to say Covid happened on top of other long existing threats such as storms.

- There is a need to see beyond the immediate crisis and to build system resilience defined as “the ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to and recover rapidly from disruptions to the power sector.”
- The Philippine Energy Regulatory Commission has been digitizing to manage better under the New Normal brought on by Covid-19. They waived interests for non-payment of bills, extended payment etc. Their leadership was interesting because they responded in end-user/consumer-oriented ways which seemed impactful for the more vulnerable/economically hard hit.
- The value of building for resilience and the process speaks to the process for gender and inclusive work environments. Not creating inclusive and gender equitable work environments is a threat to any business model. Resilience is fundamentally important to the business case that E4SEA makes for the important gender work under the Activity.
- V-LEEP could be potential stakeholder to engage with to implement the Activity in Vietnam.
- PFAN provides a network platform to support clean energy in communities.

***World Sustainable Development Summit (WSDS) 2021 - WOMEN ON THE RISE: Thematic: Prioritizing Gender Equity as a Business Imperative on February 11, 2021***

The following are the highlights of this event:

- South Asia Women in Energy (SAWIE), a joint initiative of USAID and the U.S.-India Strategic Partnership Forum (USISPF), aims to increase representation of women at the leadership levels in energy, industrial and manufacturing sectors in the South Asia region thereby enabling diversity in decision making.
- WSDS is organized by SAWIE in partnership with The Energy and Resources Institute (TERI).
- Young Indian women are pursuing work in solar energy.
- Investments and advocacy are key to gender equality in energy.
- Organizations need to advocate for targets in increasing the number and the role of women in the energy sector.
- Data/evidence shows companies with gender diversity at the executive level out-performing firms that are not inclusive. (Evidence cited from Engendering Utilities.)
- It is incredibly important to disaggregate employment data: without this disaggregated data, it is very difficult to keep politicians and employers accountable.
- Argue for change more broadly. Inclusive workplace is “everyone’s issue.”
- Covid-19 has hurt women in particular: 1 in 4 women have downshifted or left the workforce since the start of pandemic.
- Companies need to look more deeply into the lives of women, for instance: improving daycare. Important to ask: what do they need in the “world” so that they can do their job well at the office?
- Young people want to work for firms whose values align with theirs. This impacts recruitment.
- The “Glass Cliff” not glass ceiling: when women are employed, they are often handed intractable problems so there is more pressure to deliver and succeed on women. There is a need to be able to call on each other as friends, be open about what is needed and is not known.

- Domestic Violence is a significant impediment. One-third of women experience gender-based violence (GBV) which means for some women “just catching a bus is an impediment if they feel unsafe.”

### ***Engendering Utilities Presentation on March 24, 2021***

The following are the highlights of this event:

- Jessica Menon, Program Manager, Engendering Utilities introduced the Engendering Utilities objectives, coverage, best practices framework, and employee life cycle.
- Jasmine Boehm, Change Management Advisor, Tetra Tech introduced coaching and change management concepts, including GROW, levels of commitment and action (avoidant, compliant, programmatic, integrated, sustainable), SMART targets.
- A thorough, criteria-driven selective process is key to success for partnership (through LOCs.) The change management committee (CMC) is not a necessity for implementation at each partner organization. The CMC is only impactful when an executive or senior manager wants to participate in program out of support for gender equity and change process but cannot be engaged in the day-to-day implementation. What is critical for impact is to follow the selection criteria of the people who will implement the changes: the 3 people, all of whom should be in mid-management with capacity to lead change within, one of whom should be male, one of them should come from HR, and one of them should be in operations. These are the three who will attend the Accelerated Course and receive coaching support. The interested organization will provide 5 to 7 candidates from which 3 will be selected based on a set of criteria.
- Adhering to the selection criteria for LOCs will be key determinant of impact in this Activity.
- EU is in the process of adapting/modifying the Scorecard which will be used in the E4SEA Activity.

The Activity plans to complete all IDIs in Thailand over the next two weeks. Simultaneously, stakeholder identification and mapping process for Indonesia and the Philippines has started. The COR is assisting in seeking suggestions for potential stakeholders in Indonesia and the Philippines through the bilateral Missions in these countries.

Additional information on the requirement of Letters of Agreement (LOAs) in Lao are awaited before beginning any activity in the country. In the interim, a draft LOA with the National University of Lao has been drafted and submitted to the COR to seek assistance from the Lao bilateral Mission.

### **PROGRESS TOWARDS DESIGNING THE COMPOSITION OF FOCUS GROUPS**

E4SEA’s robust country-level consultations were organized around two key stakeholder consultative approaches: in-depth interviews (IDIs) and focus group discussions (FGDs). Whereas the IDIs fostered a deeper exploration of the issues and opportunities outlined in the GESI and GIDAP, the focus group discussions will document and capture the perceptions, experiences and attitudes that hinder or support gender equality in the energy sector and in STEM education. The IDI stakeholders represent energy sector employers, educational institutions in STEM, policy advocates, and people whose roles and responsibilities influence the workplace environment. The FGDs are purposively selected based on their



area of academic study, employment type and gender. The FGD participants can provide important context and qualitative information about the specific norms, attitudes, and experiences which E4SEA will address during implementation with partner organizations and the development of behavioral change communication materials. The condensed nature of a focus group makes it possible for us to solicit a variety of opinions and perspectives from key population groups.

During Quarter 2, E4SEA has begun organizing FGDs with the following participant types.

- Junior/Early career male engineers
- Junior/Early career female engineers
- Mid-level career female engineers
- Mid-level career male engineers
- Female students in STEM +NON-STEM in Secondary education
- Male students in STEM Non-STEM in Secondary School
- Male students in non-STEM and STEM tertiary education
- Female students in non-STEM and STEM tertiary education

Each FGD will be sex-segregated and organized around unique participant type, for instance male STEM students in tertiary educational institutions will be in one FGD and organized in a way that, whether virtual or in person, can speak openly and away from their teachers or parents. This research best practice minimizes the inclination of participants from withholding opinions that deviate from what is “socially accepted” or only provide comment that is tailored to researcher or social expectations. Each FGD will be ideally comprised of 5 to 7 participants. E4SEA anticipates organizing 8 to 10 FGDs.

In the past quarter, eight different FGD questionnaires representing the different participant groupings were prepared and reviewed by technical gender specialists. The selection criteria for engaging with secondary and tertiary educational institutions were finalized. Outreach protocols and materials, such as letters to heads of schools, are currently in development. Detailed discussions about methodological rigor and strategies for mitigating constraints, such as conducting virtual FGDs and ensuring wider access to participant pools, are underway.

The types of educational institutions to be considered have been intentionally diversified to allow for a diverse cross-section of students selected for the FGDs. Specifically, the following criteria are used to select student participants:

- They represent a diversity of geographical regions in Thailand (e.g., northern provinces) and the Bangkok metropolitan area
- Urban, peri-urban, and rural settings
- Secondary and tertiary educational institutions
- Gender diversity
- STEM programs (reflecting a diversity of studies such as electrical engineering, petroleum studies, among others)
- Private, public, and faith-based schools including demonstration schools which are affiliated attached with universities and alternative programs. All schools will be coed.

E4SEA recognizes that due to the use of purposive sampling that the participants are not a representative sample. There may be selection bias as this Activity has to collaborate closely with



universities and secondary schools. Thoughtful planning and consideration have been built into the process through outreach protocols with the schools including negotiating for wider access to participant pools with formal gatekeepers at the institutions.

In terms of outreach, E4SEA is proceeding with an initial email/letter (depending upon the preferences of the institution) explaining the E4SEA Activity and the consultation process for FGDs. Next, key focal person/head at the institution will be contacted with an offer to meet (virtually) and answer any questions about the purpose, process, and methodology prior to the FGD.

The Senior Gender specialist and the Communications & Outreach Specialist will continue to articulate the need for robust methodologies in their outreach efforts with the schools.

The schools will be approached immediately after the Thai Lunar New Year celebration (April 13 to 15). The bulk of the work done in advance includes outreach protocols and establishing selection criteria for schools among other detailed planning work.

The FGDs will be conducted virtually (at this point in writing the report). Each FGD will be organized bearing these factors in mind:

- Two to three people from E4SEA will be present at each FGD: one person primarily tasked with moderating through questions and facilitating discussion; another person will be taking notes and supporting the discussion; the third person will be observing the group dynamics.
- Planning for the focus group discussions includes in-depth discussions about a) effectively managing groupthink where people in a group conform to one another's opinions; b) the importance of the E4SEA staff not influencing participants in the FGD; c) strategies for ensuring the facilitator's assumptions and opinions about gender equality and inclusion are kept appropriately invisible in the conversation.
- Consent letters for the participants in the local language and English are being drafted. A consent letter will also be drafted for the guardians or parents of under 18-year-old student participants.
- The FGDs will be recorded and for which consent is required as reflected in the written consent form, as well as a clear articulation of confidentiality and the participants' right to bypass answering a question at any time will also be made.
- Even with the audio recording, plans include detailed notes to document FGD participant responses as well as non-verbal cues.

Each FGD will begin with the facilitator reading a brief prepared statement about 1) purpose for the FGD, 2) confidentiality, and 3) ground rules and timeframe (2 to 2.5 hours) for discussion. Each FGD will also begin with an icebreaker, such as Take a Stand, to warm up the group and ensure people are comfortable expressing ideas with one another.

E4SEA is currently working to ensure that specific elements required for successful remote/virtual FGDs are in place:

- Securing most feasible application to speak remotely with FGD participants whether by Microsoft Teams, Google Meet or Zoom. internet stability and audio quality will also be checked prior to conducting the FGDs.

- Planning for data confidentiality and backup (audio and transcription)
- As part of the E4SEA approach, during outreach with the schools and participants, key elements will be made clear including the importance of a quiet, private room that supports discussion and confidentiality.
- Other arrangements will be checked in advance including the participants' access to a stable internet connection before the FGD and if not to find ways to provide access, either through the university/school or another cost-feasible way. Also, the participants will be advised on the preferred use of headphone, if possible, for clearer sound quality.

## **PROGRESS TOWARDS DESIGNING THE BASELINE CITIZEN SURVEY**

The baseline citizen survey follows the in-depth individual interviews (IDIs) and focus group discussions (FGDs) to capture the attitudinal context of the larger population and support the curating of behavior change communication strategies and messaging under Objective 2 of E4SEA. It will survey the beliefs and perspectives of gender equality from the representative population of each of E4SEA's targeted demographic: students of all genders at secondary school and university levels, parents, and energy sector employees.

The survey will be designed with statistically representative methods to capture from the broad citizenry their attitudes about women in STEM and energy sector careers, gender equality and inclusion, especially as it relates to social norms and expectations (including men's household roles) that could be supportive or limiting. One example of the kind of question that can be asked to gauge opinion is as follows:

*On a scale of 1 to 5 with five being the most, how much do you agree with the following statement: Most girls are not interested in pursuing fields in science, technology, engineering, and math?*

During Quarter 2, E4SEA researched how best to design a robust methodology for the survey that is fit for purpose and cost effective to implement in the initial countries for this Activity: Thailand, Indonesia, and the Philippines. Additional considerations during this preliminary research phase include firms with experience working in southeast Asia, running surveys in local languages, prior expertise in survey work with educational or energy sector and cognizance of ethical review principles in population-based surveys. E4SEA also consulted with USAID's Engendering Utilities technical staff on technical design and their prior experiences with survey research firms.

A broad-based mobile phone-based survey has been determined to be best way forward. A paper-based/in-person survey approach is deemed prohibitive due to COVID-19 and reduces limitations due to illiteracy. This decision also recognizes the availability of mobile phones in the region as a key connector among people and in particular access to young people. Furthermore, the management burden of managing a single experienced survey firm to roll out the baseline citizen survey in the focus countries is determined to be more cost-effective, efficient, and nimble for implementation. A mobile phone-based survey can capture the attitudes and beliefs of a broad range of people for the survey including but not solely focused on 18+, secondary and university age students of all genders, parents of students, and people engaged in the energy sector workforce (and outside the workforce.) The population being surveyed will be mobile phone users age 18 and over. Furthermore, the phone-based survey can be automated and survey a statistically representative sample of the population within a stipulated cost ceiling.

An RFP has been drafted and will soon be released for competitive bidding. The selection criteria include the following:

- The firm has experience with broad-based mobile phone surveys and can develop, conduct, and analyze the survey in the key countries of the E4SEA Activity.
- The firm should have knowledge of and survey experience with gender equity, inclusion (required) and a plus if knowledgeable about STEM education and energy sector
- The firm will have the capacity to implement the survey in local languages, e.g., Thai, Tagalog, and Bahasa and Lao. An English version of the survey will also be produced.
- The firm will have proven ability to access a random, representative survey of each country's citizen population and the Activity's targeted population groups.

E4SEA is currently exploring the option of further complementing the mobile phone-based survey, by including a “data crawl” on social media platforms for publicly available opinions expressed by under-18 boys/girls about gender equity, inclusion, STEM, and social norms that could be either supportive or limiting, for example on issues such as men's household roles. The expectation is for the Monitoring Evaluation and Learning Specialist and Senior Gender Specialist to work closely on the design and approval of the survey instrument. Where feasible, the country gender expert or team member of E4SEA with local language fluency will review and validate the clarity of survey design in local languages.

## **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 addressing gender challenges and removing 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 a STTA Senior Gender Expert to support all of the GESI and GIDAP tasks.
3. Appointed a STTA Gender Expert to support all of the GESI and GIDAP tasks.
4. Accelerated the process of recruiting Country Gender Specialists (one in each focus country)
5. Initiated an internal GESI and GIDAP capacity building and training of all CORE staff engaged in the Activity. The plan is to add 2-3 Country Gender Specialists over the next 3-4 weeks, one each in Thailand, Indonesia, and the Philippines. In addition, the possibility of having a stable of additional Gender Expert that can be called upon for surge support is also under consideration.
6. Organized and conducted a workshop on Engendering Utilities for the staff as part of the E4SEA ongoing gender training activity.

E4SEA's gender team is being coordinated by the full-time Senior Gender Specialist based in the Bangkok Office who is also leading all internal gender capacity building and training. In addition, Ms. Jessica Menon, Director of Gender Studies and Program Manager, Engendering Utilities (EU) Activity at Tetra Tech (CORE's major subcontractor) is providing strategic guidance and knowledge and sharing lessons learned from the EU 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, E4SEA has explored numerous avenues for coordination and collaboration with other gender programs. Specifically, with guidance from the COR, E4SEA is engaging a wide circle of stakeholders including various energy/gender networks.

During the previous Quarter, for example, E4SEA Deputy COP participated in a number of events including (i) The TALKS at SIRI HOUSE: Women Empowerment, PART TWO on November 26<sup>th</sup>, 2020 and (ii) UN WEPs Awareness Training at the Sukosol Hotel on December 17<sup>th</sup>, 2020.

During the second Quarter, E4SEA has initiated discussions with a number of stakeholders and networks to explore new relationships and build visibility for the E4SEA Activity. The following is a discussion of some of the initiatives that are being currently pursued under the Activity.

### **ASIA FOUNDATION, LAO PDR**

Mr. Cullen Hughes of the Laos Mission recommended the Asia Foundation to contact RDMA and the E4SEA team to explore areas where the Asia Foundation could collaborate with the E4SEA Activity. In order to explore potential collaboration avenues, the Asia Foundation in Laos and E4SEA agreed to exchange presentations in a virtual meeting in order for the two parties to become more familiar with each other and with the focus of the respective activities.

A virtual consultation meeting was held on March 18-19, 2021. During the first half of the meeting the E4SEA made a detailed presentation to the Asia Foundation on the overall goal, objectives, and planned interventions under the E4SEA Activity. During the second part of the meeting, Asia Foundation provided a presentation on their gender-related activities. The participants from the Asia foundation included Ms. Tamara Failor, Program Director and Todd Wassel, Country Representative, Laos PDR.

During the open discussion at the end of the meeting, the Asia Foundation and CORE agreed to hold follow-up discussions as an when the E4SEA Activity gets ready to begin implementation in Laos. The Asia Foundation assured CORE that they would be willing to assist us with stakeholder identification and potential introductions in the country.

In order to facilitate the implementation of the Activity in Laos and further collaboration with the Asia Foundation, as mentioned earlier, E4SEA is developing a cooperative framework which will hopefully lead to a letter of agreement with the National University of Laos, clearing the way for the E4SEA Activity to begin implementation in Laos.

### **JOHNS HOPKINS UNIVERSITY**

Ms. Corrine Hart, Senior Gender Advisor for Energy and Environment, Gender Equality and Women's Empowerment Hub, recommended to RDMA that E4SEA engage with Dr. Anita Shankar at the Johns Hopkins University for the E4SEA Activity to benefit from Dr. Shankar's wide experience in the gender field and especially in the SEE Change Training and Personal Empowerment Approaches that Dr. Shankar has modeled over the years. E4SEA has reached out to Dr. Shankar and is in the process of finalizing

the schedule for a virtual meeting. The meeting will consist of a one hour Activity presentation followed by a 90 minute IDI. E4SEA plans to hold this meeting and IDI during the second half of April 2021.

### NATIONAL SCIENCE FOUNDATION

The COR for E4SEA Activity recommended that E4SEA engage with Dr. Fahmida Chowdhury of the National Science Foundation (NSF) to brief them about the Activity as well as learn from the NSF regarding their gender related activities. Dr. Chowdhury is Program Director at the NSF and is implementing a program entitled “Women and Girls in STEM.” NSF is planning a virtual conference on this subject in August 2021 and Prae Piromya, DCOP of E4SEA Activity will be participating in this conference. As a result, further collaboration with NSF is very desirable. E4SEA held a virtual meeting with the NSF on April 12, 2021 during which E4SEA provided a briefing on the E4SEA Activity as well as learned about the Women and Girls in STEM activity being implemented by the NSF. Dr. Chowdhury organized a large group of NSF scientists and program officers who made valuable contributions to the discussion during the consultation meeting. The following are the key points of this virtual consultation meeting:

- NSF is involved in a number of grants that are funding research on various energy technology and STEM research activities that involve the opportunities for girls and women pursuing STEM careers.
- Many of the NSF programs in the International Programs Division involve research on gender equality in fields such as STEM, climate change, and scientific research.
- They have considerable data on their research program, but it is not gender disaggregated.
- NSF showed a strong interest in E4SEA and asked many probing questions regarding the approach and expected results.
- One of their recommendations was to include parents in FGDs as parental attitude often acts as a barrier to girls pursuing science and engineering education.

At the end of the meeting, an agreement was reached for a follow up meeting after E4SEA has conducted a few FGDs and the baseline citizen survey.

### WATER AND ENERGY FOR FOOD (WE4F) SOUTH AND SOUTHEAST ASIA REGIONAL HUB

The E4SEA COR introduced the E4SEA team to Ms. Radasiri (Bes) Wachirapunyanont, Regional Innovation Hub Manager, Water and Energy for Food (WE4F), South and Southeast Asia Regional Innovation Hub to follow-up on activity coordination. This activity is being implemented by Tetra Tech. E4SEA has reached out to Tetra Tech and Bes and requested a virtual consultation meeting which will take place during quarter 3.

### WOMEN IN WIND GLOBAL LEADERSHIP PROGRAM – GLOBAL WOMEN'S NETWORK FOR ENERGY TRANSITION

Ms. Amanda Van den Dool, alternate COR for the E4SEA Activity, recommended that E4SEA collaborate with the Women in Wind Global Leadership Program. This program is designed to accelerate the careers of women in the wind industry, support their pathway to leadership positions, and foster a global network of internship, knowledge-sharing, and empowerment. The program is looking for 12-15 participants from many countries across all disciplines in the sector. Based on the

COR's recommendation, E4SEA reached out to Dr. Leena Srivastava, Deputy Director General, for the International Institute for Applied Systems Analysis (Vienna, Austria). Senior executives from E4SEA have known Leena from a prior professional work assignment, and E4SEA followed up with her as she is on the Advisory Board for the Global Women's Network for Energy Transition (GWNET). GWNET is a co-sponsor, along with the Global Wind Energy Council (GWEC), of the Women in Wind Global Leadership Program (WIWGLP). Leena connected E4SEA to Christine Lins who is the Executive Director of GWNET. E4SEA is in contact with Christine who is quite interested in the E4SEA Activity and E4SEA plans to have a virtual contact meeting with her and her colleagues at GWNET during the next quarter.

#### **FOLLOW UP WITH MS. KATHERINE BOLLINGER, GENDER EXPERT, USAID ASIA BUREAU**

Ms. Corrine Hart, Senior Gender Advisor for Energy and Environment, Gender Equality and Women's Empowerment Hub, recommended to RDMA that E4SEA engage with Ms. Katherine (Kate) Bollinger, Gender Expert, USAID Asia Bureau. E4SEA has followed up with Ms. Bollinger and is planning an interview with her during the week of April 19, 2021.

#### **USAID ENGENDERING UTILITIES PARTNERS**

In addition to the above, Ms. Corinne Hart (Senior Gender Advisor for Energy and Environment, Gender Equality and Women's Empowerment Hu) also recommended that E4SEA coordinate with regional Engendering Utilities Partners. As part of that coordination, E4SEA has engaged with two utilities in the Philippines, the Zamboanga City Water District and Lanao del Sur Electric Cooperative, Inc. (LASURECO), Department of Energy. Brief summaries of the discussions with these two EU partners are provided below.

#### **Engineering & Construction Department, Zamboanga City Water District, the Philippines** (Interviewees: Sofronio Santos, Lulette Aguilera, and Marli De Fiesta)

The following are the highlights of this interview:

- 1<sup>st</sup> female engineer hired in 2000, was hired to “manage the bias in the office.” Situation improved now but still only 20% of women engineers in the industry. Now 3 of the 4 top officials there are women.
- The push for hiring more women has great support from top management when it became clear that revenue collection greatly improved with women's interface with the community and more specifically during payment collection.
- There are still issues involved in recruitment of women for jobs like meter readers or plumbers. There are still perceptions and cultural norms around the types of jobs are traditionally done by women.
- Marli De Fiesta shared factors for success: when she was in school (for engineering) there were only 2 of 20 women in electrical engineering. She cites encouragement from teachers and persistence as being key to her enduring success. She also comes from an engineering family, so she has family support, and it is not a deviation from norm that she is an engineer.
- From the HR perspective, HR is not looking for “the brightest ones” when hiring women; they “don't need someone with the best test scores.” They recruit women with an open attitude, someone open to training and new ideas, can adapt to the culture, and is strong-

willed. Their recruitment strategy is to make it explicit that they want to hire women, but they do not seem to have changed the way their job advertisements are written or disseminated.

- Trust is very important in managing women (as part of team management/supervision.) He cited prior supervisor (a woman) who opposed hiring more women. He further stated that the change in the organization and support for hiring more women comes from evidence based on the skills and abilities that women have shown on the job, as well as their accomplishments.
- Culture: it helps that for those who can afford it, a helper or nanny can be hired to support childcare so women can work, but the Philippines is still “conservative” when it comes to gender roles. The issue stems from what is taught at home. “Changing what is taught at home” is important.
- Politically, Philippines has past and current women leaders/policy makers as well as the Philippines Commission for Women which has mandated for agencies to have gender-disaggregated data, gender-based hiring quotas and 5% of budget dedicated to gender equality. Gender audit is also routinely carried out to assess trends and compliance.

**Lanao del Sur Electric Cooperative, Inc. (LASURECO), Department of Energy, the Philippines** (Interviewees: Ismirah Macasilang, Kince Alhansah Panondiongan, Saima Usman)

The following are the highlights of this event:

- Women usually are not allowed to work outside. They are expected to work only at home.
- The local Islamic culture and religion are the top barriers to reducing gender bias and gender gap that continues to persist.
- Having women in military roles helps to neutralize the conflict (brutal killings and family feuds) among the Maranao people, which keeps investment out of the area.
- To overcome the cultural challenges for gender equality, LASURECO has been working on showing achievements (e.g., first female manager), providing transparency about what has happened and what is happening through social media, informing the community that the visibility of female leaders is not against Sharia law. There is a need for changing the mindset that women should not only be limited to the home. A better understanding needs to be developed that women can also contribute positively to work opportunities outside the home.
- Most technical positions are dominated by men.
- There is a need to empower women in technical positions. This should be the number 1 goal of the utility.
- The GM of this utility is a woman and is very accomplished.
- There is equal access to education but there are few women pursuing technical positions.



## COMPLETED INTERVENTIONS AND PROGRESS TOWARDS RESULTS

During the first quarter of implementation, technical efforts were focused on Intervention I.1 to lay the groundwork for in-country data collection, updating of the GESI Analysis and GIDAP, and beginning the implementation of interventions to engage stakeholders as planned under Objectives 2, 3, and 4. This section summarizes the completed interventions and progress towards results.

### OBJECTIVE I: INTERVENTION I.1 – COLLECT COUNTRY-LEVEL DATA

#### TASKS

Under Intervention I.1, two primary tasks were implemented. These tasks are discussed below:

#### 1. Conduct GESI analysis

E4SEA conducted a secondary literature review and quantitative data collection from existing sources at country and regional levels, with energy sector-specific nuances. The literature review and data collection focused on gender equality and social inclusion analysis at the country level with regional synthesis, with an emphasis on intersectionality and inclusion challenges and opportunities in the countries and sector, including ability status, age, and sexual and gender orientation. The literature review followed USAID ADS 205 guidelines and presented analysis findings categorized within the six GESI domains:

- Law & Policy;
- Access to Resources;
- Power & Decision-making;
- Knowledge & Beliefs and Perceptions;
- Practices and Participation; and
- Human Dignity, including gender-based violence.

An emphasis was placed on gender equality and social inclusion in the context of participation in various segments and levels in the energy sector, including access (of women, girls, and socially excluded groups [included people living with disabilities] and LGBTQI) to policy and decision-making roles, workplace, and talent pipeline.

#### 2. Develop GIDAP

Based on the GESI analysis, a Gender and Inclusive Development Action Plan (GIDAP) was developed to identify gaps to be filled during subsequent Objective I interventions to focus on in-country data collection and identify preliminary actions to support integration of gender equality and social inclusion into Objectives 2-4, which will be refined in the reinforced GESI and GIDAP.

#### OUTPUTS

As mentioned earlier, the outputs of these two tasks under Intervention I.1 were (i) the GESI Analysis and (ii) GIDAP, both of which were submitted to RDMA within the deliverables schedule specified in the contract.



## RESULTS

Extensive research and detailed analysis of over 300 documents in the literature on gender issues increased E4SEA's understanding of the status of women's participation in the energy sector in SEA. The GESI analysis and GIDAP will inform the learning agenda, surveys, and tools created in the following interventions during Phase 2 of Objective 1 implementation.

## CURRENT STATUS

The GESI Analysis and GIDAP have been approved by USAID/RDMA.

### **OBJECTIVE 1: INTERVENTION 1.2 – MAP EXISTING PROGRAMS AND DOCUMENT KEY CHALLENGES AND LESSONS LEARNED FROM USAID AND OTHER DONOR PROGRAMS AND INTERVENTION 1.3: ENGAGE ENERGY STAKEHOLDERS TO DOCUMENT CORE CHALLENGES IN ADVANCING WOMEN'S ENGAGEMENT AND LEADERSHIP**

## TASKS

During Quarter 2, substantial progress was made in implementing Interventions 1.2 and 1.3 which is Phase 2 of Objective 1 implementation. As part of the preparatory task, E4SEA completed the following tasks:

1. Development of stakeholder mapping tools
2. Development of stakeholder consultation questions and questions for in-depth interviews (IDIs)
3. Development of survey questions for the Baseline Citizen Survey
4. Development of topics/questions for focus group discussions (FGDs)
5. Design of a program coordination dashboard
6. Preparation of other outreach materials for secondary data collection in the focus countries including (i) Activity Fact Sheet, (ii) Stakeholder Selection Process, (iii) Stakeholder Selection Criteria, (iv) PowerPoint Presentations, (v) Concept Notes, and (vi) Draft Letters of Collaboration (LOCs) design of survey instruments
7. Completion of 13 out of 21 planned IDIs

Since the E4SEA Activity has two major sets of stakeholders – (i) universities and vocational schools and (ii) energy employers, many of these documents have been customized to each set of the interviewees.

## OUTPUTS

- Stakeholder Selection Methodology
- Stakeholder Selection Criteria
- Stakeholder Mapping Report
- Program Coordination Dashboard
- Outreach Materials
- 13 IDIs with Selected Stakeholders
- Virtual Consultation Notes from IDIs
- Design of Focus Groups

- Baseline Citizen Survey Tool – Development of technical specifications and the preparation of the RFP to be launched later this month for competitive selection of a survey firm to conduct baseline citizen survey
- Assessment Report for Thailand – work has begun on this task. The Assessment report for Thailand will be completed during Quarter 3

## RESULTS FROM IDIS

### Law and policy

- Thailand has numbers of legal and policy frameworks and mechanisms on protection of women and children, gender equality promotion and promotion of the rights of people living with disability however significant problems on the implementation of existing frameworks, operational mechanisms and practices are still existed.

### Cultural, Norms, Social Values, Beliefs and Attitude

- Although Thailand does not have serious gender inequality comparing to some countries in ASEAN, numbers of women and other socially excluded persons still face crucial gender inequality issues, especially low skill women workers. Many employers in heavy industrial sectors have not yet opened their minds on strengthening capacity of low skill women workers in STEM educations. These Thai women are at risk of being laid off due to the strong effects of Covid-19 economy crisis, technology disruption and the advancement of automation and robotics.
- Also, some women still have low self-esteem, and they have negative attitude about themselves. Many of them give up their dreams in pursuing their education and careers when they face serious obstacles or depression in life such as unplanned pregnancy, child bearing and family responsibilities, poverty, and other issues.

### Power in Making Decision

- Women in Thailand still have limitation of power/authority for making decisions in both their private and public lives. Platforms and mechanisms for them to exercise their rights and express their concerns are still limited especially among women and girls in schools, universities and workplaces.

### Role and Responsibility of Women and Men

- Gender inequality still exists in the male dominated sector workplaces, including the energy sector. Often, women engineers do not have crucial roles and responsibilities compared to their counterpart male engineers. Many employers or supervisors still have strong belief in limiting women engineers to carry out their works in the risky working conditions rather than improving the working conditions and mechanisms to be “women-friendly” workplace or building inclusive working environment for women and other socially excluded persons.

### Human Dignity and GBV

- Currently, Thailand has considerable sexual gender-based violence, rapes, domestic violence, gender-based violence, sexual harassment, and intimate partner violence cases. Such problems

have occurred in every part of the Thai society, including homes, schools, workplaces, hospitals, and other public places. Blaming and putting shame on victims, mainly women and girls are very common in the Thai society.

## RESULTS FROM FGDS

During this past quarter, E4SEA has begun preliminarily organizing FGDS with the following participant types:

- Junior/Early career female engineers
- Mid-level career female engineers
- Mid-level career male engineers
- Female students in STEM +NON-STEM in Secondary education
- Male students in STEM Non-STEM in Secondary School
- Male students in non-STEM and STEM tertiary education
- Female students in non-STEM and STEM tertiary education

Each FGD will be sex-segregated and organized around unique participant type. It is anticipated that 8 to 10 FGDS will be conducted in Thailand. In the past quarter, eight different FGD questionnaires representing the different participant groupings were prepared and reviewed by technical gender specialists. The selection criteria for engaging with secondary and tertiary educational institutions were finalized. Outreach protocols and materials, such as letters to heads of schools, are currently in development. Detailed discussions about methodological rigor and strategies for mitigating constraints, such as conducting virtual FGDS and ensuring wider access to participant pools, are underway. All the FGDS in Thailand will be conducted in Thai to best accommodate the Thai participants.

For the engineers, it is anticipated FGD participants will come from a variety of energy employers, such as a large Thai energy company, a multinational company (MNC), a medium size Thai energy company, an energy services company (ESCO), a renewable energy company, an energy equipment and goods company, and a climate change consultancy.

## RESULTS FROM BASELINE CITIZEN SURVEY

As mentioned earlier, an RFP for the selection of a vendor to design and conduct a baseline citizen survey in each of the three focus countries during year 1 is being developed and will be issued in Quarter 3. Accordingly, we do not have any concrete results to report during this Quarter.

During this past quarter, E4SEA researched approaches to design a robust methodology for the baseline citizen survey that is *fit for purpose* and cost effective to implement the survey in the initial focus countries for this Activity: Thailand, Indonesia, Laos, and the Philippines. Additional considerations during this preliminary research phase include firms with experience working in southeast Asia, running surveys in local languages, prior expertise in survey work with educational or energy sector and cognizance of ethical review principles in population-based surveys. USAID's Engendering Utilities technical staff were consulted on technical design and their prior experiences with survey research firms. E4SEA is currently researching the appropriate mechanisms to publish the announcement to provide a fair and open competition to regional firms with language capability in all focus countries.

## CURRENT STATUS

The status with respect to PWS tasks under Interventions 1.2 and 1.3 is as follows.

### **Outreach and collaboration action plan**

Using the stakeholder mapping in Objective 1, the E4SEA has developed an action plan that documents the following:

- Potential areas for collaboration and coordination of activities under Objectives 2-4 such as: co-funding of participant costs to attend workshops/conferences, co-development of knowledge products, linkages with E4forSEA participating organizations.
- Outreach mechanism to foster information exchanges and dissemination of lessons learned and best practices.
- Letters of Collaboration (LOCs) with tertiary educational institutions have been drafted and being reviewed
- Letters of Collaboration (LOCs) with energy sector employers have been drafted and being reviewed

## 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 have to be reconfigured using virtual meetings and remote discussions. As a result, mobilization activities such as (i) registering CORE as a Thai company under Thai business laws, (ii) exploring various office spaces, (iii) selecting a lawyer and an accountant, (iv) opening a bank account, and other related mobilization activities had to be implemented remotely.

In addition, there have been some challenges in recruiting staff for the Activity's Thailand Office. Despite these challenges, E4SEA has made remarkable progress and overcome numerous obstacles with relative ease. There has been no delay in mobilization and Activity start-up. Table 1 summarizes the progress achieved by CORE despite the various challenges.

During Quarter 2, E4SEA accelerated the implementation that included extensive IDIs, most of which were conducted virtually. E4SEA Activity plans to continue additional IDIs, mostly remotely.

In addition, the design of the FGDs and plan to conduct the focus groups, also remotely, has been completed.

### STAFF RECRUITMENT FOR THE BANGKOK OFFICE

During Quarter 2, E4SEA made remarkable progress with staffing in the Bangkok Office. With the approval of the proposed COP, E4SEA has completed staffing of 9 full-time positions in the Bangkok Office. E4SEA is now engaged in selecting Country Gender Specialists for Thailand, Indonesia, the Philippines, and Laos and hopes to fill in these part-time positions by the middle of Quarter 3.

### IDENTIFICATION AND SELECTION OF ACTIVITY OPERATIONS OFFICE IN BANGKOK AND PRICING AND NEGOTIATION CHALLENGE

Finding a suitable office space has posed some challenges because of the real estate market in the Athenee Tower area which is very expensive, and the landlords are generally inflexible, demanding high rents and unusually high space buildout charges. Remote work and a lack of easy access to the landlords caused some delays. However, as mentioned earlier, the implementation team is now fully mobilized at Sivatel. The office is mostly furnished, and the internet facility has been installed. That said, most staff are still working remotely.

Table 5 lists potential challenges that E4SEA may face in Quarter 3 and the proposed mitigation measures if the second wave of COVID-19 continues.

**TABLE 5: E4SEA ISSUES AND PROPOSED SOLUTIONS**

ISSUE	LEVEL OF IMPACT (LOW/MEDIUM/HIGH)	IMPACT	MITIGATION
Persistent Second wave of COVID-19 in Thailand and the Activity focus countries	Medium	Delays in completing IDIs and FGDs Travel restrictions in SE Asia resulting in the need for virtual interviews and training delivery	Continue with the IDIs and launch FGDs virtually

Compromised ability to conduct face-to-face focus group discussions	Prepare process for online FGDs
Delays in recruitment of Country Gender Specialists	Establish a pool of regional Gender Specialists and alternates in order to meet surge demand and mobilize resources expeditiously
Limited distribution of Baseline Citizen Survey	Select an experience survey firm with multiple capabilities for conducting baseline survey
Impact on in-person Training of the Trainer (ToT) delivery	Develop plans for virtual training

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. Also, E4SEA has submitted every deliverable to RDMA within the deadlines with no exceptions. All of the deliverables had minimal comments from RDMA and have been finalized and approved by the COR, except for the MEL Plan which is in the final approval process.

In addition, E4SEA produced an MOU with the Thammasat University in record time and has engaged the university further so that they can be an effective beneficiary of the E4SEA Activity. Currently, CORE and TU are discussing arrangements for the TU to provide interns to CORE to participate in the Activity, especially in the IDIs and FGDs.

## PLANNED INTERVENTIONS FOR THE NEXT QUARTER

As mentioned earlier, E4SEA has already begun the development of the tools, questions, survey guides, and stakeholder mapping needed to continue the implementation of Interventions 1.2 and 1.3 under Objective 1. In addition, a number of IDIs have been completed and the scheduling of FGDs has begun.

During the next Quarter, E4SEA is planning on implementing the following tasks in accordance with the approved Year 1 Work Plan and the PWS:<sup>6</sup>

### OBJECTIVE 1: INTERVENTION 1.1 – COLLECT COUNTRY-SPECIFIC DATA

#### TASKS

As per the PWS, the tasks under Intervention 1.1 included (i) GESI Analysis and (ii) GIDAP based on secondary information derived from extensive literature search.

**Status as of Quarter 2:** Both tasks under Intervention 1.1 have been completed.

#### OUTPUTS

The outputs for Intervention 1.1 were (i) GESI Analysis and (ii) 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

#### CURRENT STATUS

Both the GESI and GIDAP have been approved by the RDMA.

#### ACTIVITIES PLANNED DURING QUARTER 3

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

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<sup>6</sup> The interventions included here are exactly the same as in the PWS.

## **OBJECTIVE 1: INTERVENTION 1.2 - MAP EXISTING PROGRAMS AND DOCUMENT KEY CHALLENGES AND LESSONS LEARNED IN BILATERAL AND REGIONAL USAID PROGRAMS**

### **TASKS**

Intervention 1.2 includes the following tasks as per the PWS:

#### **1. Task 1: Collaborate with relevant USAID programs**

The Activity will 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 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 project to engage USAID gender and energy specialists in USAID country missions of the seven focus countries to map gender equality interventions implemented within current USAID energy programs. For each program E4SEA will collect information on the type, budget, external funds leveraged, partnerships, barriers, results, successes, and opportunities.

**Status as of Quarter 2:** Engagements with three USAID bilateral Missions have begun and we are exploring areas for collaboration with the Missions and their respective program IPs.

#### **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 Quarter 2:** Stakeholder mapping in Thailand has been completed and stakeholder identification and mapping in Indonesia and the Philippines has begun.

#### **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 Quarter 2:** A draft dashboard has been designed and presented to the COR.

### **OUTPUTS**

The outputs of this intervention under Quarter 2 were as follows:



1. A tool for engagement with bilateral missions
2. Stakeholder mapping report submitted to the COR
3. Outreach materials
4. Draft Dashboard for Program Coordination (to be updated each Quarter)

## RESULTS

Expected 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

## CURRENT STATUS

Collaboration with Asia EDGE Hub has already begun. Most recently, Asia EDGE Hub folks assisted the E4SEA team in refining the indicators for the Activity. Furthermore, as mentioned earlier, a PowerPoint presentation has been developed for engagement with the bilateral missions. E4SEA has engaged with bilateral missions in the Philippines, Indonesia, and Lao as well as with their respective energy program IPs.

## ACTIVITIES PLANNED DURING QUARTER 3

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 Dashboard will be updated regularly.

## OBJECTIVE 1: INTERVENTION 1.3 – ENGAGE ENERGY STAKEHOLDERS TO DOCUMENT CORE CHALLENGES IN ADVANCING WOMEN'S ENGAGEMENT AND LEADERSHIP IN THE SEA'S ENERGY SECTOR

### TASKS

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

- I. **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 Quarter 2:** The guides and questions including templates for note taking have been developed and finalized. In addition, 13 IDIs have been completed in Thailand and 7-8 focus groups have been designed for implementation in the coming weeks.

## 2. **Task 2: Organize virtual country-level consultations**

Using the stakeholder mapping report developed under Intervention 1.2, the Activity will identify participants from each of the seven focus countries<sup>7</sup> representing different types of stakeholders to be invited to virtual consultations. E4SEA will consult with the local USAID mission in each country as to the timing of the consultation and their preferred level of involvement. E4SEA will provide a 2-page overview that explains the Activity and the purpose of the consultation to be shared as part of the invitation. The Senior Gender Specialist and relevant in-country Gender Specialist will utilize the IDI and FGD guides to facilitate the virtual consultations with the identified stakeholders. The consultations will have a mix of organizations representative of the full breadth of the energy sector including government ministries, utilities, regulators, rural electrification entities, project developers, tertiary educational institutions, and energy goods and services providers. As a follow-up to the consultations, E4SEA will also share the “E4SEA Activity Options for Collaboration” factsheet, developed earlier and approved by RDMA/USAID.

**Status as of Quarter 2:** A total 21 virtual consultations have been planned and 13 consultations (IDIs) have been completed.

## 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. The survey questionnaire will be tested and validated by deploying it to a select group comprising of virtual consultation participants, USAID gender specialists, and other stakeholders with appropriate expertise (identified during Intervention 1.2) to allow fine tuning before full deployment of the citizen survey in the focus countries. The survey will then be revised to incorporate the feedback from the testing phase. While the preference is to deploy the survey online, E4SEA will work with a service provider to identify the best mechanism to reach a good representation of school-age girls, university graduates, parents, and energy sector professionals ranging from entry-level roles to mid-to-senior roles, to be targeted for full deployment of the survey and how to overcome literacy, technology access and other issues that may skew results. As part of the deployment of the survey E4SEA will work with the Ethics Review Board or equivalent in each country for any approval that is required for the survey.

**Status as of Quarter 2:** Technical requirements and a draft RFP to procure the services of a qualified survey firm have been developed and are being internally reviewed and finalized.

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<sup>7</sup> Based on discussions with RDMA, the Activity will initially focus on three countries – Thailand, Indonesia, and the Philippines. If for some reason, the Philippines cannot come on board, E4SEA will replace it with Vietnam as per discussions with the COR.

#### **4. Task 4: Develop the assessment report**

The Activity will compile all the information collected 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 section 2.1. The assessment will include a synthesis of the findings from direct stakeholder engagement through the virtual 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. The country-specific reports will be shared with select stakeholders for review. The assessment will inform the deployment of gender equality and social inclusion interventions to be implemented within Objectives 2-4.

**Status as of Quarter 2:** E4SEA is continuing with the IDIs and plan to complete 7-8 FGDs in Thailand and then move on to Indonesia and the Philippines to select stakeholders and conduct IDIs and FGDs. The Assessment Report will be prepared during Quarter 4 and submitted in Quarter 1 of 2022 fiscal year.

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

E4SEA will adapt existing Engendering Utilities 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 Quarter 2:** The outreach materials are being adapted to suit each key stakeholder. Based on the IDIs in Thailand, E4SEA is making preliminary selection of stakeholders with whom E4SEA plans to establish partnerships.

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

E4SEA will identify target institutions and energy sector employers using insights from direct stakeholder engagement and the citizen survey conducted in Objective 1 to be E4SEA counterparts. Several tertiary educational institutions in the region offer degrees, vocational training, and continuing education designed for careers in the energy sector. Institutions will be targeted that show the most willingness and capacity to make administrative policy, practices, and curricula changes, and that have the potential to serve as role models to other tertiary educational institutions in the country and the SEA region. To initiate engagement with the institutions, E4SEA 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, E4SEA plans to use a power point presentation and a brief description of the options for collaboration to initially begin the discussions and narrow down the focus of collaboration with several partners. Under the guidance of RDMA, E4SEA has already begun this process with the Thammasat University in Thailand and will design a

similar customized approach for recruiting universities and vocational institutions in other focus countries.

A similar process will be used to engage energy sector employer partners. Using the Engendering Utilities Program Utility Selection Criteria and Engendering Utilities Program Utility Selection Process adapted for use by the Activity, E4SEA will engage 4 energy sector employers that demonstrate a commitment and genuine interest in improving gender equality at their respective organizations. Potential partners will be informed about the options for collaborations including coaching sessions, Training of Trainers (ToT) of the unconscious bias training, development of a male engagement strategy, partnerships with tertiary educational institutions to establish or strengthen internship programs, strengthening of mentorship within the organization, and offering of an Empowered Employee Training. E4SEA will discuss the need to solidify the partnership and the details of the engagement with a Letter of Cooperation (LOC). E4SEA expects to sign up to 4 tertiary educational institution partners and 4 energy sector employer partners in Year 1. In Thailand, again under the guidance of the COR, E4SEA initiated discussions with the Petroleum Authority of Thailand (PTT) who has shown a strong interest to RDMA on the E4SEA Activity.

**Status as of Quarter 2:** E4SEA has developed drafts of LOCs to be executed between CORE and the engagement partners – 4-5 universities and vocational schools and 4-5 energy employers in each focus country.

#### **7. Task 7: Establish the Change Management Committee in each energy sector employer partner**

E4SEA will follow the Engendering Utilities 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 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 Management Committee at each energy employer location. E4SEA will ensure that one member of the Change Management Committee 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 Management Committee is expected to spearhead the change management initiatives in Objective 3. Therefore, it is important that the members of the Change Management Committee 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 comes from the top, typically from the CEOs and the Executive Management.

**Status as of Quarter 2:** E4SEA has started internal discussions on the composition of the Change Management Committees (CMCs) within each energy employer with whom E4SEA plans to sign an LOC.

## **OUTPUTS**

The outputs of this intervention will be as follows:

1. Virtual consultation notes/reports (one each for each of the three countries)
2. On-line citizen survey report documenting findings and analysis
3. 4 LOCs signed with energy employer partners
4. 4 LOCs signed with tertiary education institution partners
5. Assessment report on the status of women's participation in the energy sector in SEA – one report for each focus country

## 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

## CURRENT STATUS

E4SEA has begun the development of the tools needed for the implementation of Interventions 1.3. These include the following:

- In-depth Interview (IDI) Guides completed
- Focus Group Discussion (FGD) Guides questions completed
- E4SEA Activity overview and fact sheet for virtual consultation with key USAID bilateral missions, Implementing Partners (IPs), and the full breadth of the energy sector including government ministries, utilities, regulators, rural electrification entities, project developers, tertiary educational institutions, and energy goods and services providers.
- Baseline citizen survey questionnaire has been developed and an RFP is being finalized.
- Draft LOCs have been prepared to enter into partnerships with energy employers and universities/schools.

## ACTIVITIES PLANNED DURING QUARTER 3

In Quarter 3, E4SEA plans to conduct the following activities under Intervention 1.3:

- Complete the remaining 8 IDIs in Thailand
- Complete 7-8 FGDs in Thailand
- Select Stakeholders and begin IDIs and FGDs in Indonesia and the Philippines
- Finalize LOC drafts and begin signing LOCs in Thailand
- Select contractor for baseline citizen survey and begin the surveys starting in Thailand (surveys in Thailand, Indonesia and the Philippines to be completed by September-October 2021)
- Sign 1 LOCs with energy employer partners in Thailand
- Sign 4 LOCs with tertiary education institution partners
- Start preparing the Assessment Report for Thailand on the status of women's participation in the energy sector in SEA (to be completed in Q1 of 2022 fiscal year)

## **OBJECTIVE 2: 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 Quarter 2:** No work was done under this Intervention in Quarter 2.

**2. Task 2: Support social media 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 Quarter 2:** No work was done under this Intervention in Quarter 2.

**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 with CORE 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 Quarter 2:** No work was done under this Intervention in Quarter 2.

### **OUTPUTS**

The outputs of Intervention 2.1 are expected to be as follows:

- School Engagement Toolkit, including guidance on role model best practice developed (June-August 2021)
- Sample social media/community outreach campaign toolkit developed (June - August 2021)
- Pilot outreach model design completed and implemented (August – December 2021)

### **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

## CURRENT STATUS

As per the Year 1 Annual Work Plan, no work was done under this Intervention in Quarter 2.

## ACTIVITIES PLANNED DURING QUARTER 3

The following activities are planned for Quarter 3:

- School Engagement Toolkit, including guidance on role model best practice developed (June-August 2021)
- Sample social media/community outreach campaign toolkit developed (June-August 2021)

## OBJECTIVE 2: INTERVENTIONS 2.2 – SUPPORT AN ENABLING ENVIRONMENT IN VOCATIONAL SCHOOLS AND ACADEMIC INSTITUTIONS TO INCREASE THE NUMBER OF WOMEN AND GIRLS IN THE SECTOR

As per the Work Plan for Year 1, no work is planned under Quarter 3.

## OBJECTIVE 2: INTERVENTION 2.3 - INCREASE INTERNSHIP AND MENTORSHIP OPPORTUNITIES FOR WOMEN AND GIRLS PURSUING ENTRY-LEVEL ENERGY SECTOR CAREERS

As per the Work Plan for Year 1, no work is planned under Quarter 3.

## OBJECTIVE 3: INTERVENTION 3.1 - IMPROVE DATA DRIVEN DECISION-MAKING TOOLS TO TRACK GENDER DATA AND OUTCOMES

### ACTIVITIES PLANNED DURING QUARTER 3

The following activities are planned under Intervention 3.1 during Quarter 3:

- Scorecard framework and tools for energy sector employers/partners adapted for use with partners (based on EU scorecard)
- Development of institutional coaching plan

## OBJECTIVE 3: INTERVENTION 3.2 - CREATE TANGIBLE OPPORTUNITIES FOR WOMEN IN THE WORKPLACE THROUGH POLICY AND GENDER EQUALITY INTERVENTIONS

### ACTIVITIES PLANNED DURING QUARTER 3

No activities are planned under this Intervention during Quarter 3.

**OBJECTIVE 3: INTERVENTION 3.3 – SYSTEMATICALLY ADDRESS CONSCIOUS AND UNCONSCIOUS BIAS THAT NEGATIVELY IMPACT WOMEN AND GIRLS IN RECRUITMENT, HIRING, PROMOTION AND RETENTION**

No activities are planned under this Intervention during Quarter 3.

**OBJECTIVE 4: INTERVENTION 4.1 – STRENGTHEN OPPORTUNITIES FOR MENTORSHIP OF WOMEN TO FACILITATE ADVANCEMENT INTO SENIOR ROLES**

**TASKS**

The following task will be conducted as part of Intervention 4.1:

**I. Task 1: 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.

**OUTPUTS**

The output of this Intervention will be the Mentorship Toolkit.

**CURRENT STATUS**

No work was done under this Intervention during Quarter 2.

**ACTIVITIES PLANNED DURING QUARTER 3**

The following task is planned for Quarter 3:

- Finalization of the Mentorship Toolkit

**OBJECTIVE 4: INTERVENTION 4.2 – STRENGTHEN WOMEN AND MEN'S ROLES TO ADVANCE INTO SENIOR ROLES**

**TASKS**

The following tasks are planned under this Intervention:

**I. 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.

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

The Activity will collaborate with the Engendering Utilities program to organize for the delivery of the ToT of the Engendering Utilities-supported Empowered Employee Training being developed by John Hopkins University (JHU) under its Self-Empowerment and Equity for Change Initiative (SEE Change) and scheduled for piloting in August 2021. 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. The E4SEA Activity will explore with the Engendering Utilities program the best option for 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. The Activity will then develop a roll-out plan for the delivery of the Training of Trainers to the partners utilizing the Empowered Employee Training to guide partners to deliver the training to employees within their own organizations and others as part of the coaching and change management under Intervention 3.2.

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

The Activity will plan for energy sector employer partners to send employees to attend the planned Engendering Utilities Workforce Gender Equality Accelerated Course at Vietnam Fulbright that will be implemented in Q1 of FY 2022. 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 will be delivered at participating energy sector employers to 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 the coaching and change management under Intervention 3.2.

## **OUTPUTS**

The following outputs are expected under this Intervention:

- A repository of continuing education programs in place, to be updated annually
- Roll-out plan for the delivery of the Empowered Employee Training

## CURRENT STATUS

No work has been done under this Intervention in Quarter 2.

## ACTIVITIES PLANNED DURING QUARTER 3

During Quarter 3, E4SEA plans to begin work on the following activities:

- Developing a repository of continuing education programs in place, to be updated annually
- Developing a plan for the delivery of the Empowered Employee Training

## OBJECTIVE 5: INTERVENTION 5.1 – DEVELOP AN EVIDENCE BASE FOR LINKING GENDER AND BUSINESS OUTCOMES

As per the Year 1 Annual Work Plan, no activities are planned during Quarter 3 under Intervention 5.1.

## OBJECTIVE 5: INTERVENTION 5.2 – INCREASE COLLABORATION AND COORDINATION ON GENDER EQUALITY TOPICS

### TASKS

As per the PWS, under Intervention 5.2, the following tasks are required:

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

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

- 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 the Activity 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.

E4SEA will share the plan with USAID for comment and concurrence before proceeding to implementation.

## OUTPUTS

The following are the two outputs under Intervention 5.2:

- Outreach and collaboration action plan
- 1 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

## CURRENT STATUS

E4SEA has completed the development of the Outreach and Collaboration Action Plan during Quarter 1 and developed additional customized materials for outreach during Quarter 2. These materials were approved by the COR.

## ACTIVITIES PLANNED DURING QUARTER 3

The Activity plans to design and conduct one Semi-annual virtual meeting with development partners during Quarter 3.

## OBJECTIVE 5: INTERVENTION 5.3 – INCREASE 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

E4SEA will coordinate with USAID Washington 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. The Activity 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 writ large.

#### 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. In Year 1, E4SEA will develop a concept to operationalize the help desk including identifying the operator and the platform.

## OUTPUTS

The outputs from Intervention 5.3 include the following:

- Learning Plan for USAID programs
- Help desk concept

## 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

## CURRENT STATUS

E4SEA has engaged with several USAID mission and continue to implement the engagement process including sharing of knowledge and results.

## ACTIVITIES PLANNED DURING QUARTER 3

During Quarter 3, the Activity plans to finalize both the Learning Plan and the Help Desk Concept based on outreach and engagement materials that have already been developed during Quarters 1 and 2.

## SUCCESS STORIES

The E4SEA Activity is at a very early stage (second quarter of the three-year Activity). The team has been busy developing all foundational documents, conducting baseline research, and developing tools and methods to begin Activity implementation. Except for the Baseline Citizen survey that will be started in the third Quarter, E4SEA has completed the development of all tools such as IDI and FGD questions, stakeholder mapping methodology, stakeholder selection process and criteria, a host of outreach materials, etc. These tools have been used to conduct 13 of the planned 21 IDIs in Thailand and are moving into conducting the FGDs.

In addition, E4SEA has started the process of stakeholder identification and selection for IDIs in the Philippines and Indonesia and will do so also in Lao once the LOA process is sorted out.

Given that Activity implementation just begun, there are no Activity-level success stories to report at this time.

At the Activity performance level, however, the IDIs in Thailand are providing the team key insights and will enable the updating of the GESI Analysis and the GIDAP. The key insights from the IDIs have been discussed earlier in this Quarterly Report.

A major success story of the Activity at the operations level is that E4SEA has been successful in designing and executing a Memorandum of Understanding (MOU) with the Thammasat University (TU) for TU to serve as CORE's Thai Counterpart Agency (TCA) to facilitate the Thai International Cooperation Agency (TICA) process for the foreign experts engaged under the Activity to obtain the necessary work visas. This MOU was designed, finalized, and executed in record time.

During Quarter 2, E4SEA expanded discussions with TU for the university to be a beneficiary of the E4SEA Activity and an LOC with TU during Quarter 3 is to be executed during Quarter 3. The COR for the Activity has already had discussions with senior TU officials to advance the relationship further, with TU possibly supporting the activity beyond being a beneficiary of the Activity.

In addition, based on the IDIs, there are excellent signs of many of the interviewees being interested in becoming champions of gender equality and they are looking forward to engaging with the Activity further. E4SEA plans to capitalize on this interest to increase Activity coverage and impact.

## 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, COE 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 finetuned them. In addition, targets for some of the indicators were developed at 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 6 describes the latest indicators (approved by RDMA) for the Activity that are both qualitative and quantitative and are developed as “SMART” indicators. 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 on March 31, 2021. This final submission also includes revised PIRS and PITTs.

**TABLE 6: 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 BoD and senior management roles as supported by USG assistance.

## INDICATORS AT THE OBJECTIVE AND INTERVENTION LEVEL<sup>8</sup>

PERFORMANCE INDICATOR	BRIEF DESCRIPTION	INTERVENTIONS
AS PER THE PWS UNDER EACH OBJECTIVE		
<b>Objective 1: Identify Core Challenges to gender equality in the energy sector in Southeast Asia</b>		
<b>IR 1.1: Status of gender equality in the energy sector in SEA analyzed</b>		
<b>Indicator 1:</b> 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 a robust evidence base specific 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.	<p><b>Intervention 1.1:</b> Collect country-specific data.</p> <p><b>Intervention 1.2:</b> Map existing programs and document key challenges and lessons learned in bilateral and regional USAID programs.</p> <p><b>Intervention 1.3:</b> Engage energy stakeholders to document core challenges in advancing women's engagement and leadership in SEA's energy sector.</p>
<b>Objective 2: Increase the number of women and girls pursuing careers in the energy sector</b>		
<b>Indicator 2:</b> 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.	
<b>IR 2.1: Increased awareness of girls, boys, parents and teachers of energy sector and STEM career options for girls</b>		
<b>Indicator 2.1:</b> 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.	<b>Intervention 2.1:</b> Reverse negative perceptions about women and girls in energy sector jobs via training and education programs.
<b>IR 2.2: Increased proportion of women and girls enrolled in energy sector vocational training and education programs</b>		

<sup>8</sup> The interventions listed in Table 5 in the last column are directly from the PWS of the Activity. Each of the interventions under the five Activity objectives will be implemented through a series of tasks as described in the Year 1 Annual Work Plan.

<b>Indicator 2.2:</b> 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.	<b>Intervention 2.2:</b> Support an enabling environment in vocational schools and academic institutions to increase number of women and girls in the sector.
<b>IR 2.3: Increased internship opportunities for women and girls pursuing entry-level energy sector careers</b>		
<b>Indicator 2.3:</b> Number of equitable formalized internship programs developed between energy sector employers and tertiary educational institutions.	The E4SEA will develop an internship toolkit to strengthen existing internship programs and/or establish new programs that promote a pathway for employment and support engagement between energy sector employers and tertiary educational institutions, including creation of formalized programs, and training of partners on the toolkit.	<b>Intervention 2.3:</b> Strengthen equitable formalized internship programs that help young girls to familiarize themselves with energy sector and potential careers.
<b>Objective 3: Increased recruitment, retention, and promotion of women in the energy sector workplace</b>		
<b>Indicator 3:</b> 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.	
<b>IR 3.1: Improved data driven decision-making tools to track gender data and outcomes</b>		
<b>Indicator 3.1:</b> 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.	<b>Intervention 3.1:</b> Adapt and localize Engendering Utilities scorecard framework and tools for energy sector employers/partners.
<b>IR 3.2: Created tangible opportunities for women in the workplace</b>		
<b>Indicator 3.2:</b> 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.	<b>Intervention 3.2:</b> Coach energy sector partners/organizations on how to improve talent attraction and outreach.
<b>IR 3.3: Engendered recruitment, hiring and retention policies and practices enhanced</b>		
<b>Indicator 3.3:</b> 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.	<b>Intervention 3.3:</b> Strengthen policies and practices related to recruitment, hiring, and retention of women in the energy sector.
<b>IR 3.4: Conscious and unconscious bias that negatively impact women and girls in recruitment, hiring, promotion and retention addressed</b>		



<b>Indicator 3.4:</b> 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.	<b>Intervention 3.4:</b> Develop ToT on conscious and unconscious bias in the energy sector.
<b>Objective 4: Increase Mentorship and Leadership opportunities for women in the energy sector</b>		
<b>Indicator 4:</b> 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.	
<b>IR 4.1: Strengthened opportunities for mentorship of women to facilitate advancement into senior roles</b>		
<b>Indicator 4.1:</b> 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.	<b>Intervention 4.1:</b> Support establishment of mentorship programs within energy employer organizations.
<b>IR 4.2: Strengthened women and men's skills to advance into senior roles</b>		
<b>Indicator 4.2:</b> 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.	<b>Intervention 4.2:</b> Build personal agency and leadership skills and provide the Engendering Utilities accelerated course as a continuing education.
<b>Objective 5: Enhance communication, collaboration, and learning</b>		
<b>IR 5.1 Strengthened the capacity of organizations to replicate successful gender equality interventions and best practices</b>		
<b>Indicator 5:</b> 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><b>Intervention 5.1:</b> Develop an evidence base for linking gender and business outcomes.</p> <p><b>Intervention 5.2:</b> Increase collaboration and coordination on gender equality topics.</p> <p><b>Intervention 5.3:</b> 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

Shortly after contract award E4SEA team began ramping up and mobilizing to work on a series of foundational deliverables. In addition to the Activity staff and subcontractor personnel, several short-term consultants with adequate subject matter expertise and prior track record to support various tasks during the first Quarter were mobilized. During Quarter 2, E4SEA completed the staffing for the Bangkok Office with 9 full-time staff including a COP (to start on May 1, 2021) and a DCOP.

Table 7 provides a summary of the short-term consultants engaged under the Activity for specific contribution to the various deliverables.

**TABLE 7: E4SEA SHORT-TERM CONSULTANTS**

CONSULTANT	PROGRESS	ISSUES	PROPOSED ACTION
Ziza Machado	Ziza conducted considerable literature research and provided substantial support to the development of GESI and GIDAP. Ziza will continue to provide support in Phase 2 implementation	N/A	N/A
Kara De Kretser, GESI Specialist	She has provided significant support in developing and revising the GIDAP and GESI and will continue to provide support in phase 2 implementation.	N/A	N/A
Josh Alfonso	Josh provided considerable support for developing the first draft of the MEL Plan submitted to RDMA on October 9, 2020.	N/A	N/A

### STATUS OF BUDGET EXPENDITURES

Table 8 below provides the total expenditures under the E4SEA activity for Quarter 2 (January 01, 2021 – March 31, 2021).

**TABLE 8: TOTAL FUNDS EXPENDED IN THE CURRENT QUARTER BY MAIN LINE ITEMS**

MAIN LINE ITEM	AMOUNT EXPENDED
Direct Costs	\$
Indirect Costs	\$
Fixed Fee	\$
Total	\$

Table 9 provides a summary by line item of the total funds expended from the start of the contract on August 12, 2021 through the end of the second Quarter ending on March 31, 2021.

**TABLE 9: TOTAL FUNDS EXPENDED IN QUARTER 1 AND QUARTER 2 COMBINED ENDING ON MARCH 31, 2021**

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 10. This is based on the total funds expended in Quarter 1 (August 12, 2020 – December 31, 2020) and Quarter 2 (January 01, 2021 – March 31, 2021) provided in Table 9 above.

**TABLE 10: TOTAL UNLIQUIDATED OBLIGATIONS BY MAIN LINE ITEM**

MAIN LINE ITEM AND BUDGET	UNLIQUIDATED AMOUNT
Direct Costs \$	\$
Indirect Costs \$	\$
Fixed Fee \$	\$
Total \$	\$

\*This represents unliquidated fee based on status of contract deliverables and expenditures until March 31, 2021.

## PROJECTED USAID APPROVALS, WAIVERS, OR DEVIATION REQUESTS

### STAFF APPROVALS

During Quarter 2, E4SEA received approval of the following staff to be based in the Bangkok Office:

1. Chief of Party (Starting work on May 1, 2021)
2. Learning and Training Specialist (Starting work on April 15, 2021)
3. Financial Specialist (Already on board)

All of the above positions will be full time and based in the Bangkok Office. E4SEA also received RDMA concurrence for a replacement staff (Administration Specialist) in CORE's U.S. Corporate Office for back-office support.

During Quarter 3, E4SEA plans to seek RDMA approval for Country Gender Specialists in Thailand, Indonesia, the Philippines the three initial focus countries based on discussions with the COR. In addition, if the way to work in Lao clears up, E4SEA will be recruiting a Laotian Country Gender Specialist as well.

#### **WAIVERS**

During Quarter 2, E4SEA sought and received CO approval on a waiver request for the proposed COP candidate.

#### **DEVIATIONS**

CORE does not expect to request any deviations from the contract and the guidance provided by the COR with respect to initially focusing on only three countries – Thailand, Indonesia, and the Philippines.

#### **STATUS OF REQUIRED AUDIT PROCESSES INCLUDING FOR SUB-AWARDEES**

The E4SEA Activity is at an early stage of implementation (second quarter on the three-year Activity duration). During Quarter 1, the Activity focused on preparing and delivering seven key contractual deliverables and preparing the fact sheets, concept notes, stakeholder engagement tools, baseline survey design and the related planning documents in preparation for Activity implementation in the second quarter and beyond. During Quarter 2, all of the tools to select key stakeholders and conduct IDIs in Thailand were prepared and finalized. Also, E4SEA completed the design of the FGD groups and the plan to conduct 7-8 FGDs in Thailand during Quarter 3 along with the completion of the remaining IDIs.

In late part of Quarter 3, E4SEA plans to make substantial progress in selecting the stakeholders and beginning the IDIs and FGDs in Indonesia and the Philippines. In addition, E4SEA's plans call for the implementation of the baseline citizen survey task in the third Quarter.

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, CORE 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.