

### GENDER ACTION PLAN (GAP)

Project Output	Actions Proposed
<b>Output 1: Effective Management and Governance System for USTH Developed and Implemented</b>	<ul style="list-style-type: none"> <li>• Ensure at least 2 female senior managers and university council members by 2017</li> <li>• Appoint at least 20% of university council members representing the private sector are female, by 2012</li> <li>• Ensure at least 30% female representation in capacity building programs for university council members, senior managers, technical and administrative staff</li> <li>• By 2017 ensure that at least 20% of academic staff are female</li> <li>• Develop university management, human resources and administrative policies/ procedures to facilitate an increase in and retention of female students, faculty and management.</li> <li>• Develop equity strategies by end of 2012, with implementation by 2014, to increase participation of female and ethnic students, including scholarships, transition courses, accommodation, secondary school outreach programs, counselling and mentoring for female and ethnic students, etc</li> <li>• Ensure 40% of dormitory occupants are female by 2017</li> <li>• Ensure that (i) at least 50% female staff counsellors in the Office of Student Services; (ii) staff in the OSS are trained in gender issues; and (iii) all promotional materials depict positive images of women working in science and technology (S&amp;T)</li> <li>• Develop and implement a policy on Code of Conduct (COC) on Prevention of Sexual Harassment/Exploitation and train all management, faculty and dormitory staff on COC and gender issues</li> <li>• Ensure that the education management information system (EMIS) data are collected, disaggregated and analyzed by gender and ethnicity</li> </ul>
<b>Output 2: Systems to promote high quality and relevant academic programs at USTH developed and implemented</b>	<ul style="list-style-type: none"> <li>• Ensure 30% female representation in faculty and senior managers training on quality assurance and pedagogical methods by 2014</li> <li>• Ensure that all curriculum/program materials depict positive images of women in S&amp;T by 2014</li> <li>• Ensure at least 30% females in post-graduate courses</li> <li>• Ensure 30% recipients of post-graduate scholarship programs are females</li> <li>• Ensure appropriate gender balance in industry placement programs by 2017</li> <li>• Include sex disaggregated data and gender analysis in tracer studies of recent graduates by 2017</li> </ul>
<b>Output 3: Physical Facilities at USTH Constructed</b>	<ul style="list-style-type: none"> <li>• Construct facilities conducive to increasing female enrollment and supporting needs of female faculty</li> <li>• Contracts for civil works will specify recruitment of local labor and will promote equal opportunities for women and men</li> <li>• Target 40% female unskilled laborers in civil works</li> <li>• Male and female unskilled laborers will receive equal pay for equal work</li> <li>• Separate male/female latrines will be provided in the construction sites</li> </ul>
<b>Output 4: Effective project management and implementation</b>	<ul style="list-style-type: none"> <li>• Train all PMU and SPMU staff including the M&amp;E staff in gender and ethnicity issues, including gender analysis</li> <li>• Ensure gender balance in all training provided to PMU and SPMU staff</li> <li>• Ensure that GAP targets are included in OSS operating manuals and EMIS</li> <li>• All project reports to include reporting and analysis on progress against GAP</li> </ul>
<b>Implementation Arrangements</b>	All actions included in the GAP are integral parts of the overall activities and performance indicators articulated in the project DMF and thus should inform, guide and be funded as part of overall implementation. One gender specialist

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	will be recruited for 24 person months (intermittent) as part of the SPMU under the supervision of the Rector to guide and oversee implementation of the GAP. S/he will also support the Rector and play a coordinating and liaising role between the SPMU and PMU, in highlighting gender issues in policy and cross-agency dialogue. S/he will be required to support training and/or identify and coordinate suitable consultancies to provide capacity development activities. The gender specialist will also engage with the gender unit/ Sub-Committee for the Advancement of Women in MOET in keeping them abreast of key issues and developments and undertake relevant coordination. The gender specialist in consultation with the Rector will prepare an exit strategy to ensure that gender related roles and responsibilities and activities are mainstreamed within the university structures and processes.

COC = code of conduct, DMF = design monitoring framework, EMIS = education management information system, GAP = gender action plan, M&E = monitoring and evaluation, MOET = ministry of education and training, PMU = project management unit, SPMU = subproject management unit, S&T = science and technology, USTH = university of science and technology of hanoi

Notes:

- Senior Managers include Deans (6), Vice Rectors (5) and Rector (1). This adds up to a total of 12 persons. The project aims for a target of 20% or 1 female amongst senior managers by 2017.
- University Council (UC) members are a collection of the key stakeholders, including representation from MOET, Ministry of Science and Technology, industry representatives, retired academics as well as representatives from private companies. The aim of the project is to support 20% female representation in the UC by 2017.
- Target of 20% female academic staff by 2017 will support recruitment and retention of female staff at the undergraduate, post graduate and PhD and research levels.
- All targets and records are to be based on Vietnamese staff.