Project steering committee meeting
EmPower - Women for Climate Resilient Societies
Meeting date: 27 May 2019

Version @ 16 May 2019

Chair: Anna Karin Jatfors, UN Women

9:00-9:15  Session I: Introduction
Ann Karin Jatfors, UN Women
Meeting objectives
Welcoming remarks by Asa Heden, Sida

9:15-9:45  Session II: Introduction to the Project
Overview of project, its progress to date and next steps
Inkar Kadyrzhanova, Project manager, UN Women
Annette Wallgren, Project coordinator, UN Environment

Supporting documents: Project briefs and Initial progress report for January-April 2019

9:45-10:15  Session III: Partnership building
Synergies and interlinkages with regional projects of partner organisations
Evelyne Batamuliza, UNDP
Israel Jegillos, ADPC

10:15-10:45  Coffee break

10:45-11:30  Session IV: Mandate of the Project steering committee
Presentation of the terms of reference for Project steering committee and other governance arrangements of the project
Inkar Kadyrzhanova, UN Women

Supporting documents: Provisional terms of reference of Project steering committee and information on other governance arrangements
Action point: Approve the terms of reference of Project steering committee

11:30-12:30  LUNCH

12:30-14:00  Session V: Implementation progress and plans for 2019 at the national level
Presentations on progress and plans for 2019
- Bangladesh – Kausik Das, UN Women Bangladesh, Annette Wallgren, UN Environment and Farzana Rahman, IDCOL (via Skype)
- Cambodia – Sereyroth Lim, UN Women Cambodia and Annette Wallgren, UN Environment
- Vietnam – Thuy Anh Tran, UN Women Vietnam; Annette Wallgren, UN Environment and Nguy Thi Khanh, Green ID Viet Nam (via Skype)

Supporting documents: 2019 Annual work plan and Calendar of events
Action point: Endorse the 2019 Annual work plan
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<td>Coffee break</td>
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| 14:30-15:15   | Session V: Implementation progress and plans for 2019 at the regional level (cont’d) | Presentations on progress and plans for 2019  
- Capacity building of women's CSOs – Sivananthi Thanenthiran, ARROW (via Skype)  
- Regional activities – Annette Wallgren, UN Environment and Smriti Aryal, UN Women  
Supporting documents: 2019 Annual work plan and Calendar of events  
Action point: Endorse the 2019 Annual work plan |
| 15:15-16:00   | Session VI: Project communications and monitoring and evaluation | Prashanthi Subramaniam, UN Women/UN Environment  
Supporting document: Brief on the Communications strategy  
Action point: Validate the Communications strategy  
Nuntana Tangwinit, UN Women  
Supporting document: Brief on the M&E framework  
Action point: Validate the M&E framework |
| 16:00-16:30   | Session VII: Closing and next steps               | Anna Karin Jatfors, UN Women  
Isabelle Louis, UN Environment |