

2023

GENDER ACTION PLAN (GAP) 2023-2024



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1. Introduction

The Caribbean Export Development Agency (Caribbean Export) is fully committed to achieving gender equality and empowering women and creating a supportive and inclusive work environment for all staff that values diversity, promotes gender equity and inclusion, and helps to build a more just and equal society.

Caribbean Export is committed to allocate human and financial resources towards the implementation of its gender policy, to build the skills of its employees and other stakeholders, and to use a robust monitoring and evaluation process to assess the implementation's progress and effects.

2. Objective

The objective of the GAP 2023-2024 is to provide a framework for the below result areas on the organisational as well as the programmatic level:

- A. Creating an enabling environment to advance gender equality
- B. Providing equal opportunities and progression for staff of all genders
- C. Accountability of management and staff to promote gender equality and inclusion
- D. Mainstreaming gender-focused projects and project components

3. Result Areas

A. Creating an enabling environment to advance gender equality

Caribbean Export commits to contribute to the collection of gender-disaggregated data to thoroughly analyse and identify existing gender disparities and challenges within the organization and its programmes. Based on those findings, it will seek to strengthen the development and implementation of programmes and projects that specifically target gender equality and empowerment, such as entrepreneurship training, leadership development, and mentorship programs for less represented genders within the organization and among its clients and stakeholders. The Agency will share best practices and lessons learned across sectors.

B. Providing equal opportunities and progression for staff of all genders

An environment that supports and enables both men and women to develop their careers and thrive in their roles is essential in promoting fairness, diversity, and inclusiveness in the workplace. To achieve this, Caribbean Export will

- i. review and analyze the current workforce demographics and to identify any areas where there may be gender disparities in salaries, promotions, or other opportunities.

- ii. develop policies and strategies that promote gender diversity and inclusiveness in recruitment, retention, and development of staff.
- iii. Promote flexible work arrangements and work-life balance programs that enable men and women to balance work and family responsibilities.
- iv. Ensure that there are clear career development pathways and performance evaluation criteria that are transparent and fairly applied to all staff.
- v. Provide training and development opportunities for staff to acquire skills and competencies necessary for career progression.
- vi. Foster a culture that values and leverages diversity of thought and perspective, creating an environment where all staff feel valued, respected, and included.

By adopting these strategies, we can build a workplace culture where all staff, regardless of gender, have equal access to opportunities and the support they need to succeed.

C. Accountability of management and staff to promote gender equality and inclusion

Accountability is critical in taking concrete steps to promote gender equality and inclusion. This includes setting diversity and inclusion goals, tracking progress towards these goals, and holding management and staff accountable for meeting them. Management and staff will also be held responsible for fostering an inclusive work environment that values and respects differences.

Effective accountability mechanisms will include regular reviews of performance data, the inclusion of diversity and inclusion metrics in performance evaluations, and regular training and development opportunities for staff to build greater competence in issues related to gender equality and inclusion.

Overall, accountability measures are crucial in ensuring that the organization is working towards a more equitable and inclusive workplace where all employees can thrive.

D. Mainstreaming gender-focused projects and project components

Mainstreaming gender-focused projects and project components involves integrating gender considerations into all aspects of the project cycle, from design and planning to implementation, monitoring, and evaluation. This ensures that the needs and interests of both women and men are taken into account and that gender inequalities and discriminatory practices are addressed.

Key elements of mainstreaming gender-focused projects are:

- i. **Gender analysis:** This involves conducting a thorough analysis of the gender-based issues and concerns relevant to the project area, including the roles, responsibilities, and

- decision-making power of women and men. This helps to identify gender disparities and potential gender impacts of the project.
- ii. **Gender-responsive design:** The project should be designed to address the gender-based needs and concerns identified in the analysis. This may involve, for example, ensuring that the project benefits reach both men and women, targeting specific gender issues, or ensuring that women's voices are heard and taken into account in decision-making.
 - iii. **Gender-responsive implementation:** The project should be implemented in a manner that is gender-sensitive and considers the specific needs and concerns of all project stakeholders, including women and men.
 - iv. **Gender-sensitive monitoring and evaluation:** The project's progress and impact should be monitored and evaluated in a manner that is sensitive to gender dynamics and assesses the project's impact on women and men. This may involve collecting data disaggregated by gender, analyzing the impact of the project on gender disparities, and taking corrective action where needed.

4. Focal Point and Responsibilities

To ensure that gender considerations are integrated into the project cycle the Agency has established a Gender Focal Point responsible for providing guidance, support and advice to project managers and teams. They are responsible for ensuring that gender issues are taken into account in project proposals, and that gender targets and indicators are included in project plans and facilitate training and capacity building to enhance gender knowledge and skills.

Overall, the Gender Focal Point plays a critical role in ensuring that gender considerations are integrated into all aspects of the project cycle and in promoting gender equality and women's empowerment across all programmes and initiatives.

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