



Guidance Note

National Consultations to conduct the Mid-term Review of the ASEAN Regional Plan of Action on the Elimination of Violence against Women (ASEAN RPA on EVAW 2016-2025)

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List of Acronyms

AMS	ASEAN Member State
ASEAN	Association of South East Asian Nations
CEDAW	Convention on the Elimination of All Forms of Discrimination against Women
EVAW	Elimination of Violence against Women
FGM	Female Genital Mutilation
GBV	Gender-based Violence
LBT	Lesbian, bisexual women, transgender men
NGOs	Non-government Organizations
RPA on EVAW Women	ASEAN Regional Plan of Action on the Elimination of Violence Against Women
SOP	Standard Operating Procedure
VAW	Violence Against Women

1. Overview of ASEAN

The Association of Southeast Asian Nations (ASEAN) was established on 8 August 1967. The Member States are Brunei Darussalam, Cambodia, Indonesia, Lao People's Democratic Republic (Lao PDR), Malaysia, Myanmar, Philippines, Singapore, Thailand and Viet Nam.

The impact of violence against women (VAW) cuts across all the three pillars of the ASEAN Community, namely, the economic, political-security and socio-cultural; and all three pillars are similarly committed to ending violence against women (EVAW) (ASEAN Regional Plan of Action on the Elimination of Violence Against Women, 2016). There have been numerous studies in the region on the economic costs of VAW, for example in Viet Nam, direct costs represent 21% of monthly income (UN Women Vietnam, 2013) and survivors earn 35% less than women not abused (UN Women, 2013). Similarly, VAW impacts political rights and security of women, with growing attention paid to violence against women in politics (VAWP), which has been identified as a clear deterrent to women's political participation – be it voting, running for or remaining in elected office. Furthermore, UN officials have noted that available data and anecdotal evidence indicate a global backlash designed to roll back the progress made on women's rights (UN Women and UN Human Rights Office of the High Commissioner, 2018). The issue is not only devastating for survivors of violence and their families, but also entails significant social costs as failure to address this issue also entails a significant cost for the future with numerous studies that have shown that children growing up with violence are more likely to become survivors themselves or perpetrators of violence in the future (World Bank, 2019).

All ASEAN Member States (AMS) have enacted laws and have adopted programs to protect women and children from violence, exploitation, and abuse and discrimination.

In the Progress Report On Women's Rights and Gender Equality (ASEAN Progress Report On Women's Rights and Gender Equality, 2016), it was found that there are, however, considerable differences across the AMS in their national legal frameworks—for example, marital rape and other forms of sexual violence were not covered in some countries' legislations. Further, there are also differences in the extent of implementation, monitoring, and data collection to support VAW programming. In short, progress has been uneven and other areas were found to still require further attention, including data gaps on the extent and impact of VAW; limited financial and human resources to support the enforcement of laws and the delivery of support services; and the pervasiveness of discriminatory gender norms that condone VAW (ASEAN, 2016).

As part of the regional block's key response, in 2016, the ASEAN Regional Plan of Action on the Elimination of Violence Against Women (RPA on EVAW) 2016-2025 was finalised in order to guide regional and national implementation of the ASEAN Declaration on the Elimination of Violence Against Women and Elimination of Violence Against Children, adopted by the Leaders at the 23rd ASEAN Summit in 2013.

2. Introduction

To translate commitments into strategies and actions to be taken at national levels, the ten AMS have made significant gains in their implementation of the RPA on EAW. To review the progress of the ASEAN as a body and of each AMS, the Mid-Term Review Process was started in 2019 in collaboration with the ACWC, ACW and UN Women Regional Office for Asia and the Pacific (ROAP). The mid-term review (MTR) consisted of two components, namely: (1) a comprehensive desk review of key human rights reports submitted by each AMS

as part of their national reporting to the Committee on the Elimination of all forms of Discrimination of Women (CEDAW) and as part of the Beijing Platform for Action review, 25 years since its adoption (BPfA+25); and (2) a survey distributed to each AMS, consolidating information on their progress on the Key Actions and Priority Areas of the RPA on EAW for the first five years of its implementation (2016-2020). See Box 1 below.

Box 1. Regional and National Priority Areas for the first five years of RPA on EAW implementation

Within the first five years of this ASEAN RPA, at regional level, AMS through ACWC and ACW will:

- 1. Establish regional guidelines for the collection and analysis of data on VAW**
Indicators: Establishment and adoption of guidelines based on the identification of international standards jointly agreed by ACWC and ACW.
- 2. Collect VAW prevalence data in line with international standard**
Indicator: Number of countries that collect VAW prevalence data in line with the identification of international standards jointly agreed by ACWC and ACW.
- 2. Develop and enhance regional campaigns on EAW including through the use of video spots and social media platforms and channels.**
Indicators: (1) Number of countries that have disseminated EAW campaign materials (2) Number of views/visitors/viewers to social media platform with information on EAW
- 3. Develop and adopt gender responsive legal frameworks to penalize all forms of VAW in full compliance with CEDAW.**
Indicator: Number of new/strengthened laws/regulations on EAW
- 3. Develop guidelines for SOPs on performance standards for service providers on gender-sensitive handling of VAW cases, including guidelines for support services for victims/survivors and the administration of justice.**
Indicators: Guidelines for SOPs developed and adopted.
- 4. Develop and implement preventive interventions that address the root causes of VAW, including gender stereotypes, harmful traditional and religious practices. The interventions should promote positive, respectful and non-violent masculinities.**
Indicator: (1) Number of AMS that implement preventive measures (2) Number of measures implemented

At national level, AMS will:

- 1. Develop and/or strengthen National Action Plans on EAW through multi-sectoral and inter-agency mechanism to coordinate development, implementation and monitoring of these plans**
Indicators: (1) Number of countries with a National Action Plan on EAW (2) Number of countries with national multi-sectoral and interagency coordination (3) Number of countries with sub-national mechanisms with adequate resources
- 5. Develop national guidelines for SOPs on performance standards for service providers on gender-sensitive handling of VAW cases, including guidelines for support services for victims/survivors and the administration of justice.**
Indicator: SOP guidelines developed.



Photo: UN Women/YoungHwa Choi

This year, the ACWC, ACW and UN Women ROAP¹ has initiated the second phase of the MTR process. This phase will be composed mainly of national consultations, which seek to supplement the aforementioned desk reviews and survey questionnaires, and devise a set of recommendations regarding how to accelerate progress against the indicators in the RPA on ERAW.

Of particular interest during the national consultations is any new information regarding concluded and/or in progress initiatives, programs, and strategies regarding the: (1) RPA's Priority Areas for the First Five Years that were implemented between the following time period: January 2016 - June 2020; and (2) additional details on the RPA's 8 Key Actions, with a focus on how they addressed the needs of specific populations (women with disabilities, women migrant workers, etc).

1. Prevention
2. Protection and Support Services for Victims/Survivors
3. Legal Framework, Prosecution and Justice System
4. Capacity-Building
5. Research and Data Collection
6. Management, Coordination, Monitoring and Evaluation
7. Partnership and Collaboration
8. Review and Communications

1. The second phase of the MTR process is supported through the EU-UN Spotlight Initiative to eliminate violence against women and girls, within the programme "Safe and Fair: Realizing women migrant workers' rights and opportunities in the ASEAN region", jointly implemented by ILO and UN Women.

2.1. About this Guidance Note

Who is this Guidance Note for?

This Guidance Note is for the use of local facilitators who will be conducting national consultations to gather information on their advancements on the implementation of the RPA on EVAW. The aforementioned consultations will be held with governmental representatives of each of the designated countries. Local facilitators must have a good understanding of the RPA's Priority Areas and Key Actions on one side, and of the country's mechanisms and legal framework regarding violence against women. In addition to that, the local facilitator is also expected to ensure a positive and informative discussion environment.

What is the Guidance Note for?

This Guide aims to support local facilitators in each AMS involved in the RPA on EVAW to plan, organize and conduct participatory national consultations. It can also be used by evaluators conducting monitoring sessions or workshops on violence against women and progress of key actions and measures taken in this respect. To achieve this objective, the Guide will provide concrete tips in planning, structuring, and implementing the national consultations. It will also include a timeline of all the proposed sessions to be included in the national consultations.

How is the Guidance Note organized?

The Guidance Note is structured in three main parts. Part 1 is dedicated to the general structure of the national consultations and a sample agenda, taking into consideration both online and in-person options. Part 2 includes a more detailed articulation of the probing questions (for the local facilitator), highlighting what needs to be particularly discussed within the consultation session activities. There are two main areas of discussion on the RPA on EVAW: the first pertains to the Five Priority Areas at the national level and the second pertains to the Eight Key Actions taken (or are in progress) in this context. Part 3 is dedicated to the recommendations from participants of the national consultations regarding how to address challenges faced in implementing the RPA on EVAW, and suggestions on how to accelerate progress.

2.2. Aims and Objectives of National Consultations

Aim: The ASEAN Members States purport to hold national consultations that will bring together key government and nongovernment stakeholders to review the country's progress on the implementation of the ASEAN Regional Plan of Action to End Violence Against Women and Girls.

Specifically, at the end of the half-day national consultation, the participants would be able to:

1. Share information on key initiatives, programs, and legislation that advance the implementation of the RPA on EVAW and meet the specific targets for the Five Priority Areas at the National Level;
2. Identify successes and existing assets (to build upon and maximise), and challenges faced in the implementation of the RPA on EVAW in the last five years; and
3. Develop recommendations to address challenges to implementation, accelerate progress against the RPA on EVAW, and achieve expected improvements in each AMS' efforts to address violence against women and girls in their respective countries, with a special focus on addressing the needs of specific populations (women with disabilities, women migrant workers, etc)..

2.3. Target Participants

The primary target participants of the national consultations include:

1. Focal points from line agencies in charge of implementing and monitoring VAW prevention and response programmes as part of the RPA on EVAW priority areas—both as a targeted intervention and cross-cutting issue (ex: national machinery on gender, health, social welfare, labour, interior, local government);
2. Representatives from local government (i.e., if applicable for AMS with decentralised programmes/budgets/plans on addressing VAW at various sub-national and community levels);
3. Representatives from officials in the legislative and judicial arms of government implementing interventions in strengthening legal framework on VAW and strengthening implementation of existing laws (including public prosecutor and attorneys, heads of women's desks at police stations, gender focal points in national law enforcement agencies, etc.); and
4. Representatives from any government coordination body (if different from the national mechanism on gender) that is in-charge of mainstreaming VAW into various government offices;

In addition to governmental representatives, the national consultations, whether to be held online or in-person, can benefit from involving representatives of CSOs, grassroots / community-based women's rights organizations and academe. Further, representation from minority groups of women—such as women migrant workers, women with disabilities, LBT women, rural women—is important in addressing intersecting disadvantages that various groups of women experience that increase their risk for experiencing gender-based violence. This multi-sectoral approach to reviewing the RPA on EVAW can help the government achieve the following:

1. Identify issues in addressing violence against women from various perspectives informed by CSOs and CBOS that work directly with community women and men (ex: getting richer information regarding social norms in the communities, awareness of national laws or government programmes on the ground, and the extent to which these have been effectively implemented, etc.);
2. Inform and enrich inclusion strategies of the government that can help in integrating the “Leaving No One Behind” principle of the SDGs into VAW programming;
3. Identify opportunities, assets and possible networks for government to collaborate with in accelerating the implementation of relevant Key Actions of the RPA on EVAW, especially at sub-national levels;
4. Identify and prioritise challenges faced in the past five years to achieving desired institutional and societal changes outlined in the RPA on EVAW; and
5. Develop context-specific and gender-responsive recommendations to advance progress on the RPA on EVAW's Priority Areas and Key Actions.

The National Consultation should ideally involve a total of 20 to 25 participants at a maximum. This can help ensure more participatory discussions and provide participants more time and opportunity to share their inputs, insights, and recommendations.

2.4. Facilitation Team

On top of the 20-25 participants, a facilitation team can be formed by the organizers.

- It is advisable that the organizers of the National Consultation form a Facilitation Team composed of 6 facilitators (including one lead) and 5 documenters (including one lead).
- The lead facilitator is responsible for the overall facilitation of the Consultation and ensuring that all the Aim and Objectives of the Consultations are achieved by the end of the activity. The Lead Facilitator is also facilitating all the discussions and presentations that will be done in plenary.
- The other 5 facilitators are responsible for facilitating the discussions in the small groups / breakaway rooms (if conducted online), wherein each group will be assigned to examine and discuss progress and recommendations for each of the RPA on EVAW's Five Priority Areas at the national level.
- During small group discussions / breakaway sessions, the lead facilitator can go around the groups offering support when needed, ensuring that everyone is clear on the information needed to be gathered by each group, etc.
- Similarly, 5 documenters will be assigned to each of the small groups. The Lead Documenter is additionally responsible for documenting all plenary discussions.

2.5. Time Frame and Formats

- The Consultation can be conducted within 4 to 8 hours. Depending on the national context, these can be conducted in-person or online via platforms such as Zoom, Microsoft Teams, Skype for Business, or Google.

2.5.1. Sample agendas for half-day and full-day Consultation Sessions

Option 1: Half-day Consultation Sample Agenda

ACTIVITY	TIME
1. Introduction and Overview <ul style="list-style-type: none"> • Sharing of the objectives and overview of the National Consultation and how it contributed to the Mid-Term Review Process on the RPA on EVAW • Presentation of a brief Overview of the RPA on EVAW Priority Areas and Key Actions and on the MTR Process 	8:30 – 9:00 (30 minutes)
1. Session 1: Progress on Five National Level Priority Areas	9:00-9:45 (45 minutes)
2. Plenary Discussion:	9:45-10:15 (30 minutes)
3. Session 2: Progress on Key Actions	10:15-11:00 (45 minutes)
Coffee Break	11:00-11:15 (15 minutes)
4. Session 3: Recommendations	11:15-12:15 (60 minutes)
5. Closing	12:15-12:30 (15 minutes)

ACTIVITY	TIME
Registration	8:00–8:30
1. Introduction and Overview <ul style="list-style-type: none"> • Present the objectives and overview of the National Consultation and how it contributed to the Mid-Term Review Process on the RPA on EVAW • Present a brief Overview of the RPA on EVAW Priority Areas 	8:30–9:00 (30 minutes)
Session 1: Progress on Five National Level Priority Areas	9:00–10:15 (75 minutes)
Coffee Break	10:15–10:30
Plenary Discussion on Priority Areas	10:30–11:30 (60 minutes)
Session 2: Progress on Key Actions	11:30–12:30 (60 minutes)
Lunch	12:30–13:30
Plenary Discussion on Key Actions	13:30–14:30 (60 minutes)
Session 3: Recommendations	14:30–15:45 (75 minutes)
Coffee Break	15:45–16:00
Next Steps and Closing	16:00–17:00 (30 minutes)

2.5.2. Specific guidelines for conducting online consultations

Conducting consultations and seminars online present several challenges to active engagement of participants in the process. Below are a few tips to help address some of these challenges and facilitate an interactive exchange of ideas during the National Consultation:

1. Support lively interaction and participation of the stakeholders attending the consultations with participatory techniques using available features of online platforms. Some tips include:
 - Encourage camera use by participants, especially when they are speaking.
 - Implement an initial icebreaker to get the conversation started. An example is conducting a poll (such as polls that can be administered on Zoom) or play a mini game through an interactive tool such as "[Kahoot!](#)". Participants can be asked to share their views or level of confidence regarding a particular topic or what their jobs or sectors are. These polls are a good way to immediately engage all the participants, and the results can be presented instantly as responses come in. Some examples of poll questions are:
 - a. How familiar are you regarding the RPA on EVAW's Priority Areas (those intended to be implemented for the first 5 years)?
 - 1- Very familiar
 - 2- Quite familiar
 - 3- A little familiar
 - 4- Not at all familiar
 - b. What sector do you work in?
 - 1- Government
 - 2- NGO
 - 3- Academe
 - 4- Media
 - When presenting the introductory sessions or the overview of the RPA on EVAW, connect regularly with the participants and encourage them to share examples or insights, or even just to ask questions.
 - It would be useful to share a list of participants with their organisation and designation before the consultation, so everyone knows what agency/organisation each participant represents.
2. Provide briefing information for all speakers and participants on how to engage using the online platform you are using.
 - Prior to the event send out a 1-page guide on how to use the basic functions of the online platform you are using (ex: Zoom, Skype for Business, Microsoft Teams).
 - Request participants to ensure reliable internet connection for the consultation.
 - Hold a technical rehearsal with all speakers, if possible, and check all Power Point / Google Presentations that will be used beforehand.
3. Allow participants to discuss amongst themselves or in small groups through structured breakaway sessions or pair work.
 - As in conducting in-person consultations, small group discussions are an important component of the online consultation. For Session 1, the activity requires participants to divide into five groups, where each group will be assigned to discuss one of the five national priority areas. This will allow more in-depth discussion of progress on each.
 - It is possible to have breakout rooms on Zoom. GoToMeeting is another option for the creation of breakout rooms.

3. Tips regarding the Facilitation Process

1. After the welcome and opening activities, the facilitator can reiterate appreciation for everyone's time and participation in this process:

"Before starting the session, we would like to thank you for the time dedicated to provide us with all the required information that are necessary to monitor the advancements in a bid to devise, where needed, recommendations for the next prospective steps to achieve the desired results as well as solutions to mitigate actual challenges. In this context, we would like underline that all exerted efforts, up until today, have undoubtedly positively contributed to significant successes made across several levels."

2. Articulate and agree upon a set of Ground Rules. Some examples that are important to include are:

- Underline that consultation activities should ensure a respectful and supportive environment in discussing progress on, as well as challenges in implementing the RPA on EVAW, without the use of judgmental and combative language or tone.
- Show respect to fellow participants by listening to the one who has the floor. Underline that all group participants will be allocated the sufficient time to speak and contribute to the ongoing discussion.
- Kindly ask for the turning off of mobile phones to ensure full dedication and interaction among participants.
- Underline the respect to confidential information that will be shared within the session.

3. In dividing the participants into small groups for the sessions, there are several ways to ensure that the groupings are optimal for achieving the objectives of the Consultation.

- Each group should ideally include participants with both governmental and NGO representatives to allow an exchange of information and their validation across different sectors. Moreover, it is important within the context of outlining particular challenges and mitigation solutions.

- The groups assigned to discuss the specific Priority Area or Key Action should include participants that are knowledgeable in that area. Ex: In reviewing Priority Area #3 at the national level on legal frameworks and implementation of laws, should ideally include representatives from the interior government, police, and WROs working on legislative advocacy to strengthen protections of women against VAW. Possible methods on how to assign participants are:

- During registration, have sign-up sheets for each of the 5 national Priority Areas and 8 Key Actions in the RPA on EVAW, and ask participants to select which Priority Area small group they'd like to be part of.

- For online consultations, an online poll can be conducted at the start to ask which Priority Area and Key Action they would like to discuss. Try to ensure, as much as possible, that there is a balance in the number of participants per group. Note: In many cases, some government agencies and NGOs will have interventions across the five priority areas; therefore, if there are some groups that have less participants than others, they may be requested to participant move in these groups.

4. The topics of discussion should be customized to each group based on the strategic area of implementation of the RPA on the national level. In other terms, for each of the outlined "National Priority Areas" in this Guidance Note a group will be allocated. Thus, the probing questions would be specific to each group in line with the representatives' expertise and role. Use the Discussion Guide and Data Gathering Tool below to conduct Section 1, 2 and 3 of the consultation activities.

4. Session Guides

4.1. Session 1: Monitoring of Progress on Priority Areas

As mentioned above, different groups will be formed for this Section’s activities with each assigned a specific “National Priority Area” to be discussed given the specificity of the raised topics.

1. Divide the participants into 5 groups (consisting of approx. 4-5 participants each), to discuss each of the national priority areas.
2. Inform the groups the time they have to complete the discussion (45 mins. for 1/day sessions; 75 mins. for whole day sessions).
3. Each group will have a local facilitator and documenter joining them.
4. To ensure that everyone gets enough time to share, the local facilitator can suggest the following structure of the discussion: each participant will be given approx. 5-10 minutes depending on the Consultation format; to be followed by the comment of the other participants.

GUIDE QUESTIONS FOR EACH PRIORITY ACTION:

GROUP 1-National Priority Area #1: Develop and/or strengthen national action plans on EVAW through multi-sectoral and interagency mechanisms to coordinate development, implementation and monitoring of these plans.

1. Was a comprehensive National VAW Action Plan developed which integrates prevention and response? If yes, which governmental agencies and/or sub-national mechanisms are responsible for the implementation of the plan?
2. How have collaborated/partnered/worked with any governmental agency or newly established sub-national mechanism on a VAW program framework which integrated prevention and response? What has been the role of CSOs in the implementation?
3. Within the implementation framework of the NAP, kindly share how the following has been achieved?
 - Participation of civil society
 - Mobilizing community grassroots organizations
 - Continual capacity-building of stakeholders at various levels (from national and municipal to community/village structures)
 - Inclusion of more vulnerable women in national violence prevention plans
4. What particular forms of violence does the National Action Plan on VAW address?

Forms of Violence against Women	Yes	No	In Progress
Child marriage			
Female genital mutilation (FGM) (if relevant)			
Sexual harassment in public spaces, schools, etc.			
Women in politics			
Specific populations			
Women migrant workers			
Women with disabilities			
LBTs women (lesbian, bisexual, transgender)			
Rural women			
Ethnic minorities			
Women with alcohol abuse disorders			

5. How often / how is the NAP Action plan being monitored and evaluated? Are there recent reports on the progress against the NAP-VAW?

GROUP 2-National Priority Area#2: Collect VAW prevalence data in line with international standards (Indicator: Number of countries that collect VAW prevalence data in line with the identification of international standards jointly agreed by ACWC and ACW)

1. Was prevalence data collected on domestic violence and/or violence against women?
2. If yes, when is the next national survey on VAW planned for? If not, are there plans to gather national data?
3. Were any comparisons of data across time conducted?
4. Has the government started reviewing how to implement the ASEAN Regional Guidelines on VAW Data collection?
5. Indicate if any prevalence data was collected on the below types of violence and violence against specific populations.

Forms of Violence against Women	Yes	No	In Progress
Child marriage			
Female genital mutilation (FGM) (if relevant)			
Sexual harassment in public spaces, schools, etc.			
Women in politics			
Specific populations			
Women migrant workers			
Women with disabilities			
LBTs women (lesbian, bisexual, transgender)			
Rural women			
Ethnic minorities			
Women with alcohol abuse disorders			

6. Which data is still inexistent and/or scarce regarding the above-mentioned types of violence? Are you exerting any efforts on the collection and analyses of such data and how is it done?

GROUP 3-National Priority Area #3: Develop and adopt gender responsive legal frameworks to penalize all forms of VAW in full compliance with CEDAW. (Indicator: Number of new/strengthened laws/regulations on EVAW)

1. What are recent legislative accomplishments of the country in increasing protections for women and girls against GBV?
2. Have any administrative and/or ministerial level policies been developed and used to complement legislation? (such as for instance, Cambodia’s Prakas where it assigned ministry officials with the authority over the administrative area of the DV law)
3. With the growing recognition of the various forms of sexual harassment, not only in the workplace or education institutions but in other public spaces (public transport, streets, terminals, markets, etc.), are new laws being enacted in this regard?
4. Are there any mechanisms which were put in place aimed at continuously building capacities for government’s effective enforcement of VAW laws?
5. Are reviews on related legislation against all forms of violence against women being conducted in order to identify and address gaps? (such as family, immigration and child protection law).

Country-specific notes to be taken into consideration

COUNTRY	QUESTION OR COMMENT
Brunei Darussalam	No legislation on domestic violence/ violence against women (as per the last MTR)
Cambodia ²	Has the “Sexual Harassment Bill at the Workplace Policy and Prevention Package” been implemented in garment factories?
Malaysia	Has the “Sexual Harassment Bill” been enacted?
Myanmar	Have the following laws been drafted? “Prevention and Protection of Violence Against Women Bill” (PoVAW) and “Prostitution Bill”
Singapore	“Revenge porn” and “cyber-flashing” (sending unsolicited images of one’s private parts) has been outlawed
Philippines	Safe Spaces Act was signed into law, along with its Implementing Rules and Regulations (IRR).

GROUP 4-National Priority Area #4: Develop and implement preventive interventions that address the root causes of VAW, including gender stereotypes, harmful traditional and religious practices. The interventions should promote positive, respectful and non-violent masculinities. (Indicator: number of AMS that implement preventive measures.)

1. Which of the following forms of preventive interventions were developed and implemented to address the root causes of VAW?

Forms of Implemented Interventions	Progress / Key Achievements
Awareness Raising	
Training	
Communication Campaigns	
Behavior-change Primary Prevention Programme ³ (targeted behavior and social norm-change intervention, community mobilization, relationship-level interventions) i.e. positive masculinity, youth in the fight against violence and gender-bias mindset, conducted research on FGM and early marriage to understand the risk factors surrounding the issues and design prevention measures.	

2. Indicate the duration of the aforementioned campaigns (multi-year, regular, etc.)
3. Describe the form of implemented intervention: is it a multi-level or a multi-sectoral intervention?
4. In this context, have any partnerships with development agencies and/or mass organizations been established?
5. Have institutional capacities (i.e. media, education, civil society) been developed in delivering campaigns and VAW prevention messages? (Examples: Allocation to NGOs, state and parliamentary councils of women for the development of women and family to carry out their programmes and activities, in education through curriculum, co-curricular activities, skills training, gender-sensitization at grass-roots levels.)

2. Revised laws which strengthen protection against forms of VAW targeting vulnerable women—key articles (16) and (23) in the Juvenile Justice Law of 2016; the 2018 Minimum Wage Law; in November 2016 MoWA and MoI issued a Prakas (a proclamation or an executive regulation made at the ministerial level) assigning MoWA and PDWA officials as Judicial Police officers with the authority and legal competency over the administrative area of the DW law.
3. Key characteristics of effective VAW prevention programmes that have been impact evaluated—such as (a) having multi-level approaches targeting risk factors at individual, relational, community and institutional/societal levels; (b) aiming for gender transformative changes based on theories of gender & power, address toxic masculinities and harmful social norms; (c) having long term programming with dedicated staff and multi-year, substantive and flexible funding; (d) being context specific with culturally sensitive interventions—were recently synthesised in a UN Women study conducted in Bangladesh along with detailed strategies (Belen, 2019)

GROUP 5-National Priority Area#5: Develop national guidelines for SOPs on performance standards for service providers on gender-sensitive handling of VAW cases, including guidelines for support services for victims/survivors and the administration of justice.

1. Were any standards and guidelines developed to increase effectiveness and women's access to counselling, therapy and psychological support?
2. Have there been any initiatives to enhance referral of cases of VAW, including violence against specific groups, through multi-sectoral coordination (development of service directories, development of guidelines on coordination, etc)?
3. Were any reviews done to the design and conduct of evaluations of the impact of your VAW prevention and response measures? (include measuring impact of the NAP on EVAW, programmes and policies on VAWG and to measure community level impact).
4. Was any research done on how to optimize impact of shelters, and evaluate psychotherapeutic interventions?
5. Have there been initiatives to address the additional challenges of delivering EVAW services during the COVID-19 crisis? What are some innovative ways that shelters run by government and/or NGOs support women to access their services during the lockdown / social distancing measures in the country?

IN PLENARY:

1. After each group reports the highlights of their discussion, ask everyone to identify which of the 5 Priority Areas there have been most progress in and least progress in.
2. List the key challenges in achieving progress in each of the areas in plenary.
3. Facilitate a ranking / prioritisation exercise by asking the participants to label each challenge as H- high priority, M- moderate priority, L- low priority.
4. What are immediate interventions that can be done to address the high priority challenges?
5. What are more long-term interventions that the government can focus on to accelerate progress and achieve significant institutional and structural changes to better prevent and respond to EVAW?

4.2. Session 2: Monitoring of Progress on Key Actions

1. Divide the participants into 8 groups (consisting of approx. 2-3 participants each), to discuss each of the 8 KEY ACTIONS.
2. Inform the groups the time they have to complete the discussion (45 mins. for 1/day sessions; 75 mins. for whole day sessions).
3. Each group will have a local facilitator and documenter joining them.
4. To ensure that everyone gets enough time to share, the local facilitator can suggest the following structure of the discussion: each participant will be given approx. 5-10 minutes depending on the Consultation format; to be followed by the comment of the other participants.

GUIDE QUESTIONS FOR SESSION 2 ON KEY ACTIONS:

1. Briefly go over the Handout on Key Actions assigned to your group. Please categorize the 8 Key Actions into the following levels of achievement of progress.⁴

Key Actions	1-Limited or No progress	2-Some Progress	3-Good Progress	4-Very good progress
1. Prevention				
2. Protection and Support Services for Victims/Survivors				
3. Legal Framework, Prosecution and Justice System				
4. Capacity-Building				
5. Research and Data Collection				
6. Management, Coordination, Monitoring and Evaluation				
7. Partnership and Collaboration				
8. Review and Communications				

2. What are some promising practices and approaches on Key Actions you employed to achieve results on the RPA on VAW?
3. Please list some Key Actions taken to decrease the acceptability of VAW among the country's general population, thus reducing one of the main risk factors for VAW.
4. Please highlight any specific actions which have sought to address the needs of specific populations who may experience violence against women, such as:
 - Women migrants
 - Women migrant workers
 - Women with disabilities
 - Women living with HIV/other diseases
 - LBT (lesbians, bisexual women and transgender)
 - Others (please specify):

IN PLENARY:

6. After each group reports the highlights of their discussion, ask everyone to look at the table of progress on Key Actions and share ideas on immediate activities (quick wins or low-hanging fruits) that can move the key action up on the table ex: From 1-Limited progress, to 2-Some or 3-Good Progress)?
7. What are more long-term interventions that the government can focus on to accelerate progress and achieve significant institutional and structural changes to better prevent and respond to EAW?

4. Facilitation Tip: For countries that completed the ASEAN MTR on RPA of EAW-Phase 1 Survey conducted last year, these can be shared with all the groups as reference.

4.3. Session 3: Recommendations

1. Divide the participants into 5 groups (consisting of approx. 4-5 participants each), to discuss each of the national priority areas.
2. Inform the groups the time they have to complete the discussion (45 mins. for 1/day sessions; 75 mins. for whole day sessions).
3. Each group will have a local facilitator and documenter joining them.
4. A set of specific recommendations will be assigned to each group to be discussed and reviewed.
5. Each group will review the recommendations developed as part of the MTR of RPA on EAW -Phase 1 last year, and discuss the following:
 - (1) How relevant and actionable are these aforementioned set of recommendations in their national context?
 - (2) What are the challenges to implement these recommendations, and how can they be overcome/mitigated?
 - (3) Identify existing assets/mechanisms/opportunities your country has that will help in implementing these devised recommendations in order to accelerate progress against the RPA?

As for the division of group recommendations, they are as follows:

Group Number	Recommendations
Group 1	<ul style="list-style-type: none"> • More needs to be done to establish government institutional mechanisms to coordinate, monitor and assess the effectiveness of the measures taken, in addition to allocating sufficient resources. • Further steps need to be taken by all Member States to allocate sufficient resources to sub-national mechanisms as well as to include more vulnerable women in national violence prevention plans. For AMS experiencing challenges in resourcing a national roll-out of VAW prevention programming in all localities, an assessment of gaps and needs can help in determining the scope and magnitude of funding and resource gaps. • NAPs on VAW need to address violence against women in all its forms. This means that (a) different interventions need to target different forms of VAWG including violence against migrant worker women, child marriage and female genital mutilation (FGM) (whenever relevant to local context), sexual harassment in public spaces/schools/workplace, violence against women in politics, etc.; and (b) that interventions should target particularly vulnerable populations of women or those at high risk of perpetration (ex: those with alcohol abuse disorders)
Group 2	<ul style="list-style-type: none"> • It is recommended that the AMS use data that show the history of violence in women's and girl's lives, identify common characteristics of women and girls who have experienced violence, profiles of perpetrators and the factors that align with help-seeking behaviour of VAWG survivors. • Periodic gathering of VAW prevalence data is important in order to be able to compare prevalence rates across time. • More has to be done by the ASEAN Member States to gather data to inform prevention programmes based on the identified factors that increase the likelihood for VAW experience and perpetration, those that decrease this likelihood, as well as the consequences and costs of VAW.
Group 3	<ul style="list-style-type: none"> • ASEAN Member States are not only enjoined to have national laws penalising all forms of violence against women, but also to conduct reviews on related legislation such as family, immigration and child protection law, to ensure that application of these laws works to protect women and children from violence, decreases the risks for VAW, and align with international law and effective practices. • The AMS are recommended to align religious rulings, norms, or laws with the basic principles and rights enshrined in various international laws related to VAW. • The development and use of administrative or ministerial level policies to complement legislation. • ASEAN Member States need to continually build capacities and mechanisms for government's effective enforcement of VAW laws.

Group Number	Recommendations
Group 4	<ul style="list-style-type: none"> • Increase focus and resources towards primary prevention programming, or preventing VAW before it occurs. • ASEAN Member States need to capitalize on the existing knowledge work around VAW prevention—using evidence of what works to design VAW prevention programmes that target gender transformative change around social norms and behaviours. This includes training more government staff on risk factors for VAW based on studies, and how these can be integrated in designing VAW prevention programmes. • Compiling global evidence that are relevant to each AMS’ country context is very useful in designing programmes that focus on preventing VAW before it occurs. • AMS need to integrate capacity building on VAW prevention programme development for government and nongovernmental actors in their countries, using the promising practices and evidence that are continually being generated up to the present.
Group 5	<ul style="list-style-type: none"> • The AMS should review global evidence on the most effective response interventions and adapt the ones most relevant to their respective country contexts and analysis of VAW prevalence and issues. • AMS need to accelerate the progress towards developing standards and guidelines to increase effectiveness and women’s access to counselling, therapy and psychological support given that there is a significant amount of effective practices that can be modelled and adapted by each country. • Need to improve the design and conduct of evaluations of the impact of their VAW prevention and response measures. These include measuring impact of their NAP on EVAW, programmes and policies on VAWG, and to measure community level impact (not just individual behaviour changes).

5. Ethical Guidelines and Safety Recommendations for Conducting Programme Reviews, Research, Assessments, etc.

Given that the National Consultations is both a form of evaluation as well as research (i.e., primary data gathering), it is important to ensure that the organisers are familiar with the standard ethical guidelines and safety recommendations for social research. In this regard, the Consultations shall be guided by principles outlined in:

1. United Nations Evaluation Group (UNEG) Norms and Standards for Evaluation in the UN System (2005, updated 2016)
2. UNEG Ethical Guidelines for Evaluation (2008)
3. UNICEF Ethical Research Involving Children (2013)
4. WHO Putting women first: ethical and safety recommendations for research on domestic violence against women (2001)
5. WHO Ethical and safety recommendations for intervention research on violence against women: Building on lessons from the WHO publication “Putting women first” (2016)

Principles of Confidentiality shall be strictly adhered to. Specifically, the organisers shall take accountability to ensure the following:

- consultations will be conducted in a private setting (to the extent possible)
- information will only be shared internally and externally on a ‘need to know’ basis and only with individuals and/or organisations relevant to the MTR process
- any member of the facilitation team or organisers cannot discuss any case information with family, friends or co-workers
- only non-identifying data of individuals will be shared in documents and reports, unless otherwise allowed by the participants
- respondents’ informed consent will be obtained and respected
- all written information with identifying details will be kept in password protected documents or in locked/secure space (if printed)

6. Key Tips for Preparation

1. Participant preparedness – given the limited time to discuss a comprehensive plan such as the RPA on EVAW, the National Consultation will benefit from implementing some preparatory activities before the event. These can include:
 - Sharing a synthesised copy of the RPA on EVAW Priority Areas and Key Actions with the participants before the event
 - Identify relevant participants to be included in each of the Sessions' groupings before the event, based on their area of responsibility or expertise
 - For online consultations, prepare a Guidance Brief on how to use and maximise the features of the online platform being used for the consultation (ex: Zoom, Skype for Business, Microsoft Teams).
2. Facilitation Team effectiveness – Provide briefing or learning session with all facilitators and documenters on the structure and tools for the National Consultation, as well as on the Ethical Guidelines in conducting evaluation sessions / research on VAW.
3. Resource and reference materials – the following resources and handouts would be useful to prepare for the Consultation:
 - Handouts listing the 5 Priority Areas and 8 Key Actions
 - Handouts on the 5 Priority Areas and relevant Recommendations (as presented in the Desk Review Report during MTR on RPA On EVAW-Phase 1)
 - Guide Questions for the Sessions and small group discussions
 - Completed survey as part of MTR on RPA On EVAW-Phase 1 (if the country submitted one)

7. National Consultation Report Format

Below is the suggested outline and format for the National Consultations Report and Documentation

1. Executive Summary (Only highlighting key results of the consultation):
 - 1.1. Top-line progress against the 5 national priority areas and any contributions to the 3 regional priority areas.
 - 1.2. Key strengths and successes
 - 1.3. Main challenges
 - 1.4. Main recommendations to accelerate progress on RPA on EVAW
2. Introduction, Aim & Objectives and scope of the National Consultation
3. Description of participants (just an overview of what sectors they represent, main agencies, issues of women represented, etc.); with the more detailed a list of organisations and participants in the Annex
4. Brief highlights of welcome / introductory activities (ex: Keynote Speakers, special guests, etc.)
5. Results of Session 1 Small Group Discussions on Priority Areas
 - 5.1. Answers of each of the 5 groups to the guide questions, including the tables.
 - 5.2. Key Issues raised in Plenary Discussion impacting implementation of the RPA on EVAW
6. Results of Session 2 Small Group Discussions on Key Actions
 - 6.1. Answers of each of the 8 groups to the guide questions, including the tables.
 - 6.2. Key Issues raised in Plenary Discussion impacting implementation of the RPA on EVAW
7. Results of Session 3 Small Group Discussions on Recommendations
 - 7.1. Answers of each of the 5 groups to the guide questions
 - 7.2. Key Issues raised in Plenary Discussion regarding next steps
8. Other Issues or Observations (ex: were the inputs gathered from the sessions sufficient to report on the country's progress on the RPA on EVAW, or is there a need to conduct additional consultations (ex: in the form of smaller meetings or round-table discussions or interviews with key informants) to supplement the National Consultation, etc.)
9. Annexes



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