



# **Annual Programme Report No.2 Norway Grants 2009-2014**

**Programme CZ13 – Domestic and Gender-based  
Violence & Mainstreaming Gender Equality and  
Promoting Work-Life Balance**

**Reporting period: 1 January 2014 -- 31 December 2014**

**Programme Operator: Ministry of Finance**

**Programme Partner: ---**

**Donor Programme Partner: ---**

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## 1. Executive summary

The CZ13 Programme is aimed at promotion of equal opportunities of women and men, at issues of domestic violence as one of the forms of gender-based violence, and support of the balance between work and private life. Its content is relevant to crucial themes in the area of enforcing equal opportunities of women and men at the international level (promoted by the UN, the Council of Europe, the European Union) and in the Czech Republic as well.

The issues of domestic violence and the balance between work and private life are included in the Programme areas no. 28 and 29 of the EEA/Norway grants, which have been connected to the joint Programme Area pursuant to the Memorandum of Understanding signed between the Kingdom of Norway and the Czech Republic. The CZ13 Programme provides synergy to the CZ12 Programme focused on the support of various entities within an open call and small grant scheme under these two Programme areas, too, which Operator is an external subject selected in a tender – Open Society Foundation Prague.

The CZ13 Programme is operated by the Ministry of Finance. The Programme has no Donor Programme Partner.

Regarding the programme area specific developments in the reported period, as the long-term policy strategy in the field of gender equality in the Czech the Governmental Strategy for Equality between Women and Men in the Czech Republic for 2014 – 2020 was adopted by the Government of the Czech Republic. The Strategy covers main strategic areas based on Beijing Action Platform and other international documents and covers 5 horizontal strategic areas. - Together with the Strategy the Report on Optimization of Data Collection to Evaluate Gender Equality was adopted which includes valuable statistical data as a basis for further development in gender equality at the labor market. - In December 2014 the duly updated Action Plan for the Prevention of Domestic and Gender-based violence for 2015 – 2018 (Action plan) was completed and will be submitted to the Government of the Czech Republic in January 2015. - In December 2014 the Gender Impact Assessment Methodology was elaborated and it shall provide ministries with a practical tool for proper gender impact assessment starting with 2015.

Since 2001 the Government Council for Equal Opportunities for Women and Men is a permanent advisory body in the area of creating equal opportunities for women and men. As of 1 July 2014 the Council, its committees and secretariat together with the responsibility for gender equality policy was transferred from the MoLSA to the OfG – MHR and the Minister for Human Rights, Equal Opportunities and Legislation became the chairperson of the Council.

In the reported period (i.e. 2014) the implementation of the CZ13 Programme was started. On 13 March 2014 a side-event “Gender-based violence and its impact on labour market” was organised at the occasion of the 58<sup>th</sup> session of the Commission on the Status of Women in New York as a part of the pre-defined project (PDP) implementation.

On 26 May 2014 the Programme launch conference was organized with participation of the Norwegian NGO **Alternativ til Vold (Alternative to Violence , ATV)**.

As of 1 July 2014 the responsibility for gender equality policy and for the implementation of the pre-defined project was transferred from the Ministry of Labour and Social Affairs (MoLSA) to the Office of the Government – Minister for Human Rights, Equal Opportunities and Legislation (OfG – MHR), pursuant to the Resolution of the Government of the Czech Republic from 25 June 2014 no. 492.

Administrative changes of the PDP were made following the transfer of the PDP Promoter and the revised version of the PDP was approved by the Programme Operator in December 2014.

The CZ13 Programme sets **two main outcomes**, the domestic violence prevention and reduction and improvement of balance between work and private life.

The Programme includes strong cross cutting principles as well as bilateral aspects. The PDP Promoter established partnership with a Norwegian partner - the NGO **Alternative til Vold (ATV)**, which provides consultations and advice within the PA 29. Furthermore, the Programme contains funds for support of bilateral activities (Bilateral fund at programme level, measure "B") in the running PDP (starting with early 2015).

The Programme publicity is ensured preferably via a central website [www.eeagrants.cz](http://www.eeagrants.cz) / [www.norwaygrants.cz](http://www.norwaygrants.cz) for the EEA/Norway Grants 2009-2014 operated by the Programme Operator and accessible in links from the OfG – MHR's website, on social networks etc.

The Risk analysis of the Programme is well prepared although no essential risks are identified nor presumed.

## 2. Programme area specific developments

The below described strategies, policies, institutions and bodies, relevant to the Programme goals (promotion of equal opportunities of women and men, domestic violence, and support of balance between work and private life) were established as mentioned in the FPP and in its updates, and they provide the background to the Programme:

As to national strategies, the **Governmental Strategy for Equality between Women and Men in the Czech Republic for 2014 – 2020** (Strategy) was adopted by the Government of the Czech Republic on 12 November 2014. The Strategy represents the first complex long-term policy document in the field of gender equality. It covers the following 8 main strategic areas based on Beijing Action Platform and other international documents:

- Institutional mechanisms in the field of equality of women and men
- Balanced representation of women and men in decision-making
- Equality of women and men at the labour market and in entrepreneurship
- Reconciliation of work, private and family life
- Education, research and equality of women and men
- Dignity and integrity of women and men
- Equality of women and men in external relations
- Equality of women and men in everyday life and lifestyle

Furthermore, the Strategy covers 5 horizontal strategic areas (gender stereotypes, legislation, data collection, men and gender equality, cooperation with stakeholders). Each of the strategic areas includes specific indicators in order to monitor and evaluate progress achieved. The Strategy also sets up so called Minimal standard for gender equality in state administration – a set of regular tasks to be fulfilled annually.

Together with the Strategy the **Report on Optimization of Data Collection to Evaluate Gender Equality** was adopted (Report). The Report evaluates the current level of gender segregated data collection and identifies statistical areas for further development (such as victimisation statistics, bio-statistics or statistics on gender equality at the labour market).

In December 2014 the duly updated **Action Plan for the Prevention of Domestic and Gender-based violence for 2015 – 2018** (Action plan) was completed and approved by the Committee for the

Prevention of Domestic Violence and Violence against Women. The Action plan will be submitted to the Government of the Czech Republic in January 2015. It covers domestic violence and other forms of gender-based violence as well in accordance with the Council of Europe Convention on preventing and combating violence against women and domestic violence. The Action Plan follows up on the Strategy in its strategic area Dignity and integrity of women and men. ATV participated at the preparation of the Action Plan within bilateral cooperation under the PDP.

In December 2014 the **Gender Impact Assessment Methodology** was developed in order to provide ministries with a practical tool for proper gender impact assessment. Follow-up workshops and trainings for state administration personnel have been organised in 2014 and continue to be organized in 2015.

In 2014 the preparation of **Action Plan for Balanced Representation of Women and Men in Decision-making Positions** (Action plan for Balanced Representation) continued. The Action plan for Balanced Representation will be submitted to the Government of the Czech Republic by March 2015. It follows up on the Strategy and will cover the following areas: politics, public administration bodies, business companies and cooperation with stakeholders.

The Government of the Czech Republic is supported by advisory bodies in various areas of social interest - since 2001 the **Government Council for Equal Opportunities for Women and Men** (Council) is a permanent advisory body in the area of creating equal opportunities for women and men. The Council established the Committee for the Prevention of Domestic Violence, which is its working body, for the purpose of deeper and more intense discuss about domestic violence. The Council deals also with issues of balance between work and private life. On this issue, the Council also set up a working body, the Committee for the Reconciliation of Professional, Private and Family Life. As of 1 July 2014 the Council, its committees and secretariat together with the responsibility for gender equality policy was transferred from the MoLSA to the OfG – MHR and the Minister for Human Rights, Equal Opportunities and Legislation became the chairperson of the Council. In August 2014 the first meeting of the Council under the OfG – MHR was organized.

Following the strategy Europe 2020, the Governmental Committee for the EU adopted a document titled the **National Reform Programme of the Czech Republic 2014**. In the field of gender equality the National Reform Programme aims to increase the employment rate of women (aged 20 – 64 years) to 65% and to support work-life balance by increasing the availability of childcare facilities.

### 3. Reporting on outputs

The Programme consists of one pre-defined project (PDP) which covers both Programme areas 28, 29. - The PDP duration will be 20 months. The Project Promoter is the Section For Human Rights (Gender Equality Unit) of the Office of the Government of the Czech Republic.

In the reported period (i.e. 2014) the implementation of the CZ13 Programme was started. As of 1 July 2014 the responsibility for gender equality policy and for the implementation of the pre-defined project was transferred from the Ministry of Labour and Social Affairs (MoLSA) to the Office of the Government – Minister for Human Rights, Equal Opportunities and Legislation (OfG – MHR), pursuant to the Resolution of the Government of the Czech Republic from 25 June 2014 no. 492.

Administrative changes of the PDP were made following the transfer of the PDP operator and the revised version of the PDP was approved by the Programme Operator in December 2014.

At the project level, the outcomes of the PDP are “Domestic Violence reduced” and “Balance between work, private and family life improved”. The planned activities include media campaigns, surveys and analyses in the area of domestic violence in cooperation with universities, conference for public

administration bodies, experts and general public, development of a methodology for possibilities of reconciliation of work and private life, professional internships, seminars and conferences aimed at exchange of good practice and dissemination of the methodology.

The following activities were implemented in 2014:

- Side-event “Gender-based violence and its impact on labour market” was organised at the occasion of the 58th session of the Commission on the Status of Women in New York.
- The Programme launch conference was organized on 26 May 2014.
- In total 9 meetings of the working group for the preparation of Action Plan were organised.
- The Action Plan was adopted by the Committee for the Prevention of Domestic Violence and Violence against Women and will be submitted to the Government of the Czech Republic in January 2015.
- The PDP realisation team was broadened by 1 person – the Project Manager. Preparation of public procurement of the media campaign (one of the outputs of the PDP) started in November 2014 and will be ready in the first quarter of 2015.
- Workshop on domestic violence and children was organised within bilateral cooperation under the PDP.

#### **4. Reporting on outcome(s)**

The Programme is focused on two main outcomes:

- domestic violence prevention and reduction  
i.e. on incidence reduction of the domestic violence and its latency decrease
- improvement of balance between work and private life especially by raising awareness of balance between work and private life and issues of equal opportunities of women and men generally, both among civil servants and the general public.

The both main outcomes and relevant indicators (i. e. domestic violence reduced - by developing and implementing 3 measures in the scope of national strategies/action plans to combat domestic violence, by raising awareness on harmful effects of domestic violence via 1 delivered survey; balance between work and private life improved - by implementation of 5 comprehensive integrated policies/strategies) shall be achieved by means of implementation of the one PDP.

##### **4.1. Progress on horizontal concerns**

###### ***Respect of human rights, multicultural dialogue incl. integration of national minorities***

Protecting human rights and support of respect to human rights and gender equality continues to be the essential concern of the CZ13 Programme. Through the means of the Programme / PDP deliverables the civil society, relevant institutions as well as broad public shall be empowered to respect, keep and promote social understanding, consent and equal treatment across all levels of the professional as well as private life of women and men, all groups of social stratification, social minorities, excluded and handicapped individuals. (See section 11. for more details.)

## 5. Project selection

In line with the Programme Agreement and the Regulation the project promoter submitted the pre-defined project for its assessment in January 2014. After necessary clarifications and adjustments of the application, the pre-defined project was approved on 3<sup>rd</sup> March 2014.

Due to increase in the exchange rate from 24.80 to 26.50 CZK/EUR the PDP budget had to be recalculated (in CZK) and the PDP proposal had to be resubmitted for appraisal.

Before the resubmission, other administrative adjustments had to be done - the Memorandum of Understanding had to be modified due to a shift of the respective agenda from the Ministry of Labour to the Office of the Government, i.e. a formal change of the PDP promoter. The Office of the Government resubmitted the PDP proposal in October 2014. The updated pre-defined project proposal was approved in November 2014. After the project promoter confirms its bank account and necessary conditions for implementation of the project, the legal act will be issued (early 2015).

## 6. Progress of bilateral relations

At the project level, a donor project partnership with a Norwegian NGO - **Alternative til Vold (Alternative to Violence)** - has been established to contribute to the outcome "domestic violence prevention and reduction". The Partnership Agreement was signed in February 2014 specifying the following 5 main activities within the bilateral cooperation:

- Participation at the project conferences
- Study visit to Norway
- Study visit to the Czech Republic
- Ad hoc expert consultations and administrative work
- Side-event at the Commission on the Status of Women meetings

Following the transfer of the PDP from the MoLSA to the OfG – MHR, an amendment to the partnership agreement was signed on August 2014 in order to reflect the administrative changes.

On 13 March 2014 a side-event "Gender-based violence and its impact on labour market" was organised at the occasion of the 58<sup>th</sup> session of the Commission on the Status of Women in New York as a part of PDP implementation. The purpose of the side-event was to raise awareness and exchange experience on socioeconomic impacts of gender-based violence and on its impacts on labour. Furthermore, the side-event aimed at opening a discussion and exchange of good practices on effective strategies how to facilitate employees' safety at work and eliminate negative impacts of gender-based violence within and outside of workplace. The side-event was opened by Ms. Michaela Marksová, Minister for Labour and Social Affairs of the Czech Republic. ATV cooperated with the MoLSA at the preparation of the side-event and presented their experience with domestic violence and its impact on labour market. Furthermore, representatives of the Czech Republic and Slovakia presented their experience and best practices. Active participation of over 60 representatives of national delegations, non-governmental organizations as well as UN agencies demonstrated high interest in this critical issue.

On 26 May 2014 the Programme launch conference was organized with participation of the Norwegian NGO Alternativ til Vold (ATV). Representatives of the Norwegian embassy, MoLSA and Ministry of Finance presented basic information on Norway Funds and the CZ13 Programme and the PDP and its activities, time schedule and expected outcomes. Furthermore, chairpersons of the Committee for the

Prevention of Domestic Violence and Violence against Women and the Committee for Reconciliation of Private, Work and Family Life took part in order to provide more detailed insight into current issues connected to the CZ13 Programme outcomes.

On 8 – 9 December 2014 a workshop focused on the issue of domestic violence and children was organised within bilateral cooperation under the PDP. The workshop was focused on training of personnel working with children on the issue of domestic violence. A short movie “Sinna Mann” (Angry Man) created by Norwegian Film Instituted was presented and representatives of schools, social services and NGOs were trained in order to use the movie for domestic violence prevention among children. The movie will be translated and dubbed into Czech and distributed among workshop participants. The workshop was led by Marius Rakil and Barbora Jakobsen from ATV. Another workshop aimed at representatives of intervention centres is planned for June 2015.

Representatives of the ATV also participated at the preparation of the Action Plan by providing expert consultations and attending some of the meetings of the Committee for the Prevention of Domestic Violence and Violence against Women.

## 6.1. Complementary action

Not applicable in CZ13.

## 7. Monitoring

Pursuant the Article 4.3 of the Annex II to the CZ13 Programme Agreement, the Programme Operator shall monitor the pre-defined project through review of reports submitted by the Project Promoter. The Interim Reports shall be submitted every 4 months and shall describe the project progress, fulfilment of outputs, tender procedures, time schedule, any project modifications, fulfilment of conditions, update of risks and risk management, financial progress (expenditures), audits. - During 2014 no reporting duties have been relevant so far.

On-site monitoring visits (OSMs) of the pre-defined project shall verify, whether the project progress and financial status comply with the information declared in monitoring reports and whether the project management is efficient to meet the planned objectives. OSMs will focus on the following aspects: checking project progress, efficiency and effectiveness of project expenditures - qualitative as well as quantitative assessment, adequacy of reporting on project modifications or discussion on proposals for project modifications, their efficiency, impact and added-value for the project, fulfilment of project specific conditions, transparency in management of the project, adequacy of risk management, publicity, sustainability potential, cooperation with partners etc. - The OSMs shall be carried out from the Programme Operator’s level by external experts in cooperation with the PO staff. The planned OSM visit in 2015 is reported in Annex 2 – Monitoring plan.

Any other *Review of the Programme* is not relevant and efficient as the Programme consists of one pre-defined project with clearly defined and measurable outcomes, that shall be assessed and measured prior to and after the project implementation, via the “project evaluation” .



## 8. Need for adjustments

The adjustments described in the section 5 (before the final approval of the PDP) do not constitute the reason for amendments at the level of the PA. The administrative amendment (forma change of the PDP Promoter) was reflected in relevant project documents.

## 9. Risk management

The Programme Operator established an effective Risk management system which deals with general as well as specific risks within particular Programmes. The defined or continuously identified risks are managed at the level of the Programme Operator and supervised from the NFP level. The methodology was set and approved with the FMO to provide compatible monitoring of risks across all national programmes. As usual, the Likelihood, Impact and Importance of every risk is identified / estimated and regularly updated (see Annex 1 Risk assessment table).

The Risk management method includes risk related to outcomes achievement, operational risks and risk in bilateral issues. In general, the level of threats is low in CZ13 and the level did not change since APR1

As to risks adjacent to achievement of Programme outcomes, the Programme absorption capacity is good, potential legislation changes are not presumed (and have not a significant impact, if any), the risk of delays is mitigated as the administrative arrangements of the Programme enable smooth commencement of the Programme /PDP in early 2014, and no essential specific risks are known.

The operational risks include difficulties in the management/control structure, which is very low as trustworthy and skilled institutions / professionals are involved. The Programme set-up is very simple (only one PDP), so no risks are expected.

Regarding reporting and irregularities, audit and controls - no inconsistencies were identified up to now. - The Programme Operator is provided by the IT system CEDR which serves for effective and transparent administration of projects, communication with stakeholders, monitoring/ reporting and archiving. No problems are envisaged in the future.

The risks potentially presumed in the bilateral cooperation are not high. The contacts will be supported from the Bilateral fund at PRG level via measure "B". The PDP Promoter has found a donor project partner in 2013, the partnership was successfully established and the involvement of the Norwegian NGO Alternative to Violence will be beneficial but not of capital importance, the Partnership Agreement was signed in 2014..

For more detailed information see Annex 1.

## 10. Information and publicity

The CZ13 Programme publicity will be ensured by the Programme Operator - Ministry of Finance, in close cooperation with the PDP Promoter – the Office of the Government of the Czech Republic.

All publicity measures within the Programme and the pre-defined project will be implemented in compliance with Information and Publicity Requirements stated in Annex 4 to Regulation on the implementation, Article 4.7.2 of the Regulations and Communication strategy for Czech Republic.

Detailed information on publicity measures is set in the Communication plan which is regularly updated.

The NFP /Programme Operator - Ministry of Finance - created a central website [www.eeagrants.cz](http://www.eeagrants.cz) / [www.norwaygrants.cz](http://www.norwaygrants.cz) for the EEA/Norway Grants 2009-2014 to ensure the awareness of potential beneficiaries in a transparent manner and involvement of expert public and all subjects in the Programme implementation. Information is provided in English and Czech.

The website contains, inter alia, the general information about the EEA Grants 2009-2014 and information on the CZ13 Programme, contact information, etc. Furthermore, the website contains web links to social networks (Facebook, Twitter) which will also inform about main activities under the Programme.

On 26 May 2014 the Programme launch conference was organized with participation of the Norwegian NGO Alternativ til Vold (ATV). Representatives of the Norwegian embassy, MoLSA and Ministry of Finance presented basic information on Norway Funds and the CZ13 Programme and the PDP and its activities, time schedule and expected outcomes. Furthermore, chairpersons of the Committee for the Prevention of Domestic Violence and Violence against Women and the Committee for Reconciliation of Private, Work and Family Life took part in order to provide more detailed insight into current issues connected to the CZ13 Programme outcomes. An article covering the launch conference was published in the "Lidové noviny" newspapers. Furthermore, a press release by the MoLSA was published on 27 May 2014 (see: [http://www.mpsv.cz/files/clanky/18075/TZ\\_270514a.pdf](http://www.mpsv.cz/files/clanky/18075/TZ_270514a.pdf)).

Information on PDP activities are continually presented at the website of the Office of the Government.

Publicity will be also ensured via the media campaign (including a website and TV spots) which will be implemented in the second half of 2015.

## **11. Cross - cutting issues**

### ***Good governance***

The Programme is based on core principles of good governance, according to the European Code of Good Administrative Behaviour, namely lawfulness, absence of discrimination, proportionality, absence of abuse of power, impartiality and independence, objectivity, legitimate expectations, consistency and advice or fairness. All these principles had been applied during the preparation and shall be observed in course of implementation of the Programme .

Within the Programme only one pre-defined project is being implemented whose Project Promoter is the Section for Human Rights of the Office of the Government of the Czech Republic, which applies the mentioned principles, as well as compliance with the relevant Czech legislation and EU regulations. Thus, the good governance mechanism will be ensured.

### ***Economic sustainability***

The economic impacts of domestic violence on national economy are very high and they appear mainly as increased costs on health care, social sphere, judicial system or workforce. Preventive measures in this area have shown to be economically efficient. Also the support of balance between work and

private life brings together indisputable economic benefits and positive impacts on the overall employment rate and work efficiency.

Most of the activities carried out within the pre-defined project (media campaign, studies, analyses, conferences, seminars, preparation of methodology) aim at outcomes that can be reached in the duration of the Programme implementation, i.e. increase in awareness in public administration and general public. Some materials, brochures etc. prepared within the Programme shall be used also in the future. Within the pre-defined project, a website informing about issues of domestic violence, gender-based violence and balance between work and private life, should be established and operated during the Programme as well as in after its closure, within capacities of the Project Promoter.

### ***Social sustainability***

The Programme will have positive impacts on the society, because its objective is to reduce the incidence and latency of domestic violence and to help to better balance between work and private life. This will strengthen the guarantees for human rights, possibility for everyone to choose freely and the protection of every person from violence will be increased.

### ***Gender equality***

The Programme applies the principles of respect of human rights especially on gender equality and themes related to domestic violence and balance between work and private life. All these issues are closely connected with the issue of equal opportunities for women and men. The victims of domestic violence are mainly women. Also the necessity to balance work and private life affects mostly women that are in most cases taking care of children and the household. Likewise, women are, according to statistical data, more threatened by unemployment and discrimination in employment or in access to it. The very focus and successful implementation of the Programme will therefore help to balance the opportunities of women and men and not only in the labour market. It will also help to reduce domestic violence, which is an issue that has great overlap in the area of equal opportunities of women and men, and has an uneven impact on women and on men.

## **12. Attachments to the Annual Programme Report**

**Annex 1: Risk assessment of the programme**

**Annex 2: Monitoring plan 2015**

**Annex 3: List of projects for communication purposes or as examples of best practices**

## SIGNATURE:

For Programme Operator



I certify that I am duly authorised to sign this Annual programme report and that I have thoroughly reviewed the progress of the programme, reporting on outcomes and outputs, risk management provided in this report and the information are correct and accurate.

				Optional second signature		
Name	Zuzana Kudelová			Martina Bečvářová		
Position	Head of the Department of International Relations			Head of the Monitoring Unit		
Organisation	Ministry of Finance of the Czech Republic			Ministry of Finance of the Czech Republic		
Signature						
Date	Day	Month	Year	Day	Month	Year
	11	02	2015	11	02	2015

## For the National Focal Point

The National Focal Point certifies that the status of reporting of the programme described above is accurate.

				Optional second signature		
Name	Martin Pros					
Position	Deputy Minister of Finance					
Organisation	Ministry of Finance of the Czech Republic					
Signature	see above					
Date	Day	Month	Year	Day	Month	Year
	13.	02.	2015			

## Annex 1: Risk assessment of the programme

Type of objective <sup>1</sup>	Risk	Description of risk in the reporting period	Likelihood <sup>2</sup>	Impact <sup>3</sup>	Importance <sup>4</sup>	Mitigation planned/done
Cohesion (Programme) outcomes:	Programme absorption capacity	The absorption capacity is planned well. The Programme consists from one PDP only .	Low	High	Middle	Working sessions with experts, information seminars and events, publicity.
	Legislation changes	The Programme is not directly dependent on adoption of a new legislative, however, some impact on legislative measures in CR is to be expected in near future.	Low	Middle	Low	Not applicable (The potential impact on future legislative measures should reflect the principles promoted by the Programme in a positive manner.)
	Time risk - delay in commitment and disbursement of funds	The Programme was approved, the PA signed, the PDP approved in 2014. No delays expected. The realization of PDP activities is scheduled within the eligibility period of costs / expenditures.	Low	High	Middle	To speed up the administrative steps towards commencement of the Programme / PDP. To overcome difficulties due to shift of the PDP Promoter to the OfG.
	Specific programme risk (risk identified in PP relating to PRG outcomes)	No significant specific risks identified. - Administrative difficulties in clear arrangement of reporting can be expected, starting with 2015 (the Programme covers 2 programme areas by means of two main outcomes, both of them are measured via an identical	Low	High	Middle	Proper choice of reporting strategy in achievement of the indicator, distinguishing the topics reported within both outcomes, well informed stakeholders during the implementation.

<sup>1</sup> The risks should be categorised in one of 3 ways, depending on whether it poses a risk to the cohesion objective, the bilateral objective, or is more of an operational issue.

<sup>2</sup> Likelihood is described as Low, Middle or High according to its scoring gained in the risk analysis. (Low: 1-2, Middle:3-4, High:5)

<sup>3</sup> Impact is described as Low, Middle or High according to its scoring gained in the risk analysis. (Low: 1-2, Middle:3-4, High:5)

<sup>4</sup> Importance is counted as Likelihood multiplied by Impact and described as Low, Middle or High according to its scoring gained in the risk analysis (Low: 1-8, Middle: 9-15, High: 16-25).

Type of objective <sup>1</sup>	Risk	Description of risk in the reporting period	Likelihood <sup>2</sup>	Impact <sup>3</sup>	Importance <sup>4</sup>	Mitigation planned/done
Bilateral outcome(s):	Bilateral relations	indicator - a media campaign). The Bilateral fund at PRG level includes 17.500 EUR for the "measure b)" implementation. The funds will be spent solely for the purpose of the one PDP.	Low	Low	Middle	Reasonable support of bilateral cooperation established within the PDP. Flexible contacts with the Partner ATV.
Operational issues:	Management and control structures, programme management	The Management and Control System is a part of the Programme Operator's Manual (-)	Middle	High	Middle	The general principles incorporated into the Manual as well as into the Partnership agreement with the Programme Partner (MoLSA) and properly applied. Effective methods of communication and co-operation established and utilized.
	Programme implementation set up	The Programme consists of one pre-defined project only.	Low	Middle	Low	The Programme structure is simple - no difficulties expected. The programme and project levels are to be distinguished, if necessary (especially in case of bilateral activities / relations)
	Reports and irregularities within programme	No errors / irregularities identified so far.	Low	Middle	Low	Regular monitoring of the Programme.
	Programme audits/controls	AO audit in August 2014 – no irregularities /findings	High	Middle	Middle	Providing regular audits / controls according to the plan of controls. Ad hoc checks, if necessary.
	Information system	The Programme Operator established the CEDR IT system which provides necessary utilities for monitoring and reporting as	Middle	Middle	Middle	Settin the CEDR IT system into operation, training of operators / staff incl. the Programme Partner personnel

Type of objective <sup>1</sup>	Risk	Description of risk in the reporting period	Likelihood <sup>2</sup>	Impact <sup>3</sup>	Importance <sup>4</sup>	Mitigation planned/done
		well as flexible communication.				in utilization of relevant modules
	Corruption risk	The system of implementation is transparent, the Programme /PDP is managed by credible institutions (MoF). With respect to the PDP, the corruption risk is low.	Low	Middle	Middle	Stress on avoiding the conflict of interests. Pursuant the PA condition, proper archiving the public procurement documentation.

## Annex 2: Monitoring plan

The Programme consists of one PDP project. The on-site visit at the project is planned as follows:

<b>Project no.</b>	<b>Name of the project</b>	<b>Planned date of on-site monitoring visit /review</b>	<b>Note</b>
PDP	Domestic and Gender Based Violence and Mainstreaming Gender Equality and Promoting Work-Life Balance	4Q 2015	The date will be agreed in the course of 2015.



**Annex 3: List of projects for communication purposes or as examples of best practices**

Project no.	Name of the project	Note
PDP	Domestic and Gender Based Violence and Mainstreaming Gender Equality and Promoting Work-Life Balance	- <i>The only project within CZ13 -</i>