



Vilnius, 13 July 2023
EIGE/CS/ea D/2023/410

INVITATION

Experts' meeting on EIGE's Tool on Gender Equality Action Plans for Parliaments

12 September 2023
European Institute for Gender Equality
Gedimino pr. 16
Vilnius and online

Dear Expert,

Ahead of the 2024 European Parliament elections and as part of EIGE's work on gender-sensitive parliaments, EIGE is developing an evidence-based tool on gender equality action plans. The aim is to support members of parliament and parliamentary administration to plan and monitor progress towards transformative change for gender equality.

We are pleased to invite you to join us for this Experts' meeting to:

- Exchange views and experiences on developing, adopting, implementing, monitoring, and evaluating gender equality action plans in parliaments as key tools for mainstreaming a gender perspective into institutional structures and supporting the equal representation of women and men.
- Review and provide feedback to the step-by-step tool on gender equality action plans for parliaments before it is finalised and integrated into [EIGE's Gender-sensitive parliaments toolkit](#).

Please find the preliminary agenda attached.

Your expertise and participation will be of utmost importance to ensure that the step-by-step tool is practical, comprehensive and that it is aligned with users' needs.

We invite representatives of parliaments at European, national, and regional level, as well as experts in the field of gender-sensitive parliaments and international organisations.



To ensure a productive discussion, the number of participants is limited, and attendance is invite-only. Places will be allocated on a first come, first served basis.

Practical information

The meeting is hybrid, allowing for in-person attendance at EIGE's premises in Vilnius and remote participation. The working language will be English.

Travel costs, up to two nights' accommodation and daily allowances will be covered by EIGE¹. After registering, you will be contacted by EIGE's service provider who will arrange your travel and accommodation in Vilnius. Self-bookings will not be reimbursed for this event.

We kindly ask you to confirm your participation by **02 August 2023** via our [registration page](#). After your registration, you will receive additional background information.

For additional information concerning the content of the meeting, do not hesitate to contact Elena Anchevska, Gender Mainstreaming Researcher, by email elena.anchevska@eige.europa.eu or Erika Negri, Gender Mainstreaming Trainee, by e-mail erika.negri@eige.europa.eu.

For logistical support, please contact the Event Secretariat at GSPmeeting2023@trilleurope.eu.

We look forward to hearing from you.

Sincerely,

Carlien Scheele
Director

[1] Applicable rules: Rules on the reimbursement of expenses incurred by people from outside EIGE invited to attend meetings in an expert capacity are available at the following link: <http://eige.europa.eu/about-eige/documents-registry/rules-reimbursement-expenses-incurred-people-outside-eige-invited-attend-meetings-expert-capacity>.

The reimbursement of travel related cost is not applicable for staff of EU level institutions, unless the reimbursement is not provided by their institution. The reimbursement of travel related cost is applicable for staff of national level institutions and other stakeholders.