



Republic of the Philippines

Province of Tarlac

MUNICIPALITY OF PURA

Municipal Hall, Rizal St. corner Aganon & Del Pilar St; Telefax (045) 606-02-43;

Email: lgu_pura@yahoo.com, URL: <http://www.puratarlac.gov.ph>

Office of the Municipal Mayor

EXECUTIVE ORDER NO. 009

Series of 2016

AN ORDER RECONSTITUTING THE GAD FOCAL POINT SYSTEM (GFPS) OF THE MUNICIPALITY OF PURA

WHEREAS, Section 36 (b) of RA 9710, otherwise known as the Magna Carta of Women, mandates the creation of the Gender and Development (GAD) Focal Point System or similar GAD mechanism in all departments, including their attached agencies, offices, bureaus, state universities and colleges, government-owned and controlled corporation, local government units, and other government instrumentalities to catalyze and accelerate gender mainstreaming within the agency of local government unit;

WHEREAS, Rule VI, Section 37 (c) of the Implementing Rules and Regulations of RA 9710 provides for the composition and functions of the GAD Focal Points;

WHEREAS, the recent local election requires the reconstitution of the GFPS due to the end of term of other members;

NOW, THEREFORE, I, CONCEPCION AKOL-ZARATE, M.D., Municipal Mayor of Pura, Tarlac, by the virtue of the powers vested in me by law, do hereby order:

Section 1. Composition of the GAD Focal Point System. The GAD Focal Point System of the Municipality shall be composed of the Executive Committee and the Technical Working Group and shall be composed of the following:

EXECUTIVE COMMITTEE:

Chairperson : HON. CONCEPCION AKOL-ZARATE, M.D.
Municipal Mayor

Members : HON. NENITA CABARIOS
SB Committee Chairman on Women and Family Welfare

HON. TIMOTEO BALMORES
SB Committee Chairman on Appropriation

ABC President

Municipal Nutrition Action Officer

MPDC

Municipal Treasurer
Municipal Accountant
Municipal Budget Officer
Municipal Engineer
Municipal Assessor
MSWDO
MHO
MHRMO
LCR
Municipal Agriculture Officer

DRRMO
BPLO
MENRO-Designate
MLGOO
COP-Pura PS
Pura PS Women's Desk Officer
DepEd District Supervisor
PWD President
KALUPI President

TECHNICAL WORKING GROUP:

Chairperson : MPDC
Members : MLGOO
MSWDO
MBO

Section 2. The functions of the GAD Focal Point are as follows:

- a. lead in the gender mainstreaming in policies, plans and programs projects and activities (PPAs) and in the assessment of gender-responsiveness of systems, structures, policies, procedures and programs based on priority thrusts, needs and concerns of DepEd for its stakeholders, particularly students, teachers and employees;

- b. analyze programs and projects using the Harmonized GAD Guidelines for Programs and Projects to determine their gender sensitivity;
- c. recommend formulation/revision of policies in advancing women's status and child protection;
- d. lead in the review and updating of sex-disaggregated data for GAD database to serve as basis in performance-based gender responsive planning;
- e. implement advocacy activities, including the development of information, education and communication materials to ensure consciousness-building and generating support for GAD;
- f. identify gender issues arising from gender analysis and audit to serve as basis for determining PPAs in the GAD Plan;
- g. prepare GAD plans and budgets and accomplishment reports and ensure their timely submission to the Central Office (CO) GAD Focal Point Person (Attention: GAD Secretariat, Staff Development Division-Human Resource Development Service (SDD-HRDS), 2F Teodora Alonzo Bldg., DepEd Central Office, DepEd Complex, Meralco Avenue, Pasig City);
- h. ensure the effective and efficient implementation of the GAD Plan and PPAs and the judicious utilization of the GAD budget;
- i. recommend awards, recognition and other incentives (including performance-based bonus (PBB) to outstanding institutional GAD programs, activities and projects for GAD Focal Point members and other personnel/teachers;
- j. build and strengthen partnership with all GAD Focal Point Persons in the Department, the Philippine Commission on Women (PCW), National Economic and Development Authority (NEDA), Department of Budget and Management (DBM), GAD-non-government organizations (NGOs) and other partners; and
- k. coordinate GAD efforts of all offices/units.

Section 3. Duties and Functions. The GAD Focal Point Chairperson shall:

- a. Issue policies or other directives that support GAD mainstreaming in the policies, plans, programs, projects and activities, budget, systems and procedures of the agency including the creation, strengthening, modification or reconstitution of the GFPS; and
- b. Approve the GAD Plan, Program and Budget of the agency as duly endorsed by the Executive Committee, with the assistance of the Technical Working Group, and ensure its implementation.

Section 4. Roles and Responsibilities of the Executive Committee. The Executive Committee shall:

- a. Provide direction and give policy advice to the Agency Head to support and strengthen the GFPS and agency's GAD mainstreaming activities;
- b. Direct the identification of GAD strategies, programs, activities and projects based on the results of the gender audit, gender analysis and according to the identified priorities of the agency in response to the gender issues faced by its clients and employees;
- c. Ensure the timely submission of the agency GAD Plan and Budget, Accomplishment Report and other GAD-related reports to the PCW and to DBM;

- d. Ensure the effective and efficient implementation of the agency GAD programs, activities and projects and the judicious utilization of the GAD Budget;
- e. Build and strengthen the partnership of the agency with PCW, GAD experts, advocates, women's groups and other stakeholders in pursuit of gender mainstreaming;
- f. Recommend approval of agency GAD Plans and Budgets and GAD ARs; and
- g. Recommend awards or recognition to outstanding institutional GAD programs, activities and projects and /or GAD FP members.

Section 5. Roles and Responsibilities of the Technical Working Group (TWG).

The TWG or the Secretariat shall:

- a. Facilitate the implementation of the gender mainstreaming efforts of the agency through the GAD planning and budgeting process;
- b. Formulate agency GAD Plans, Programs and Budget in response to the gender gaps and issues faced by their clients and constituencies, women and men employees, following the conduct of a gender audit, gender analysis, and/or review of sex disaggregated data;
- c. Assist in the capacity development of and provide technical assistance to the agency, and as needed, to officers in the other offices or units. In this regard, **the TWG shall work with the human resource development office on the development** and implementation of an appropriate capacity development program on gender equality and women's empowerment for its employees, and as requested or deemed necessary, for other offices under the Department or Agency, as the case may be;
- d. Lead the conduct of advocacy activities and the development of IEC materials to ensure critical support of agency officials, staff and relevant stakeholders to the activities of the GAD Focal Point System and GAD mainstreaming activities;
- e. Monitor the implementation of GAD-related programs, activities and projects in their respective offices and suggest corrective measures to improve implementation of GAD PAPs and GFPS activities;
- f. Prepare and consolidate agency GAD accomplishment reports; and
- g. Provide regular updates and recommendations to the head of agency or ExeCom on the activities of the GFPS and the progress of agency GAD mainstreaming activities based on the feedback and reports of the various units of the agency.

Section 6. Repealing Clause. All other orders, rules, regulations and issuances or part thereof which are inconsistent with this Executive Order are hereby repealed or modified accordingly.

Section 7. Effectivity Clause. This Order shall take effect immediately.

Done 14th day of July 2016 at the Municipality of Pura, Tarlac.


CONCEPCION AKOL-ZARATE, M.D.
Municipal Mayor