



MUNICIPALITY OF ASINGAN

OFFICE OF THE MUNICIPAL MAYOR



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AWARDEE: 2016 2017 2019 2022

2/F Municipal Hall, Poblacion, Asingan, Pangasinan 2439 | Tel. (075) 632-8612
Email: asenso.asingan2022@yahoo.com | Website: www.asingan.gov.ph

EXECUTIVE ORDER NO. 007, S-2023

REORGANIZING THE GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (GADFPS) OF THE MUNICIPAL GOVERNMENT OF ASINGAN, PANGASINAN, STRENGTHENING ITS EXECUTIVE COMMITTEE (EXECOM) AND TECHNICAL WORKING GROUP (TWG), AND FOR OTHER PURPOSES

WHEREAS, it is a State policy provided for in the 1987 Philippine Constitution the recognition of the fundamental equality of women and men before the law;

WHEREAS, it is the guiding principle of RA 7160 or the Local Government Code of 1991, the General Appropriations Act (GAA), RA 9710 or the Magna Carta of Women (MCW), and other international covenants particularly the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), the Beijing Platform for Action (BPA), and the Sustainable Development Goals (SDGs) to pursue women's empowerment and gender equality, adopt gender mainstreaming as a strategy to promote and fulfill women's human rights and eliminate gender discrimination in government systems, structures, policies, programs, processes, and procedures;

WHEREAS, the Magna Carta of Women and PCW-DILG-DBM-NEDA Joint Memorandum Circular NO. 2013-01 provides for gender mainstreaming by prescribing mechanisms such as (a) creation/strengthening of Gender and Development (GAD) Focal Point System; (b) establishment of GAD Database, (c) GAD Planning and Budgeting; (d) Formulation of GAD Code; and (e) mainstreaming gender in local development plans;

WHEREAS, there is a need to institute an enabling environment at the local level that will ensure gender-responsive governance;

NOW, THEREFORE, I, Engr. CARLOS F. LOPEZ, JR., Municipal Mayor of Asingan, Pangasinan, premises considered, by virtue of the powers vested in me and by expressed authority provided for by law to the Local Chief Executive, do hereby order the reconstitution of the GAD Focal Point System with the following stipulations:

SECTION 1. COMPOSITION OF THE GADFPS. The GAD Focal Point System shall be composed of the following as members:

a. EXECUTIVE COMMITTEE:

Chairperson: Engr. CARLOS F. LOPEZ, JR. – Municipal Mayor
Vice Chairperson: Hon. HEIDEE L. GANIGAN-CHUA – Municipal Vice-Mayor/Local Council on Women Chairperson
Members: Hon. VIRGILIO I. AMISTAD – Sanggunian on Women's Welfare
Hon. MELCHOR J. CARDINEZ, SR. – SBM on Appropriations
Hon. LETICIA R. DOLLENTE – LIGA President
Hon. FIEL XYMOND R. CARDINEZ – PPSK President
ALL LGU DEPARTMENT HEADS
PNP Women and Child Protection Desk
ROSE ANN T. ALFONSO – PDAO Focal Person
MARGIE R. CULLAR – KALIPI Asingan Chapter
MAGDALENA M. RANOT – Rep, Local Council on Women
ROSALINA R. LANUZA – San Vi West Farmers Association, Inc.

b. TECHNICAL WORKING GROUP:

Chairperson: ROSALIE A. JOVER – Admin Officer II (Budget Officer I)
Members: RUBIE JEAN R. PICO – LTOO I
JANETTE E. PITA – Administrative Assistant II



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SECTION 2. DUTIES AND FUNCTIONS OF THE GADFPS. The GAD Focal Point System shall have the following duties and responsibilities:

- a) Lead in mainstreaming gender perspective in agency/department policies, plans and programs. In the process, they shall ensure the assessment of the gender responsiveness of systems, structures, policies, programs, processes, and procedures of the agency based on the priority needs and concerns of constituents and employees and the formulation of recommendations including their implementation;
- b) Assist in the formulation of new policies such as the GAD Code in advancing women's status;
- c) Lead in setting up appropriate systems and mechanisms to ensure the generation, processing, review and updating of sex-disaggregated data or GAD database to serve as basis in performance-based gender responsive planning;
- d) Coordinate efforts of different divisions, offices, units of the agency and advocate for the integration of GAD perspectives in all their systems and processes;
- e) Spearhead the preparation of the agency annual performance-based GAD plans, Programs and Budget in response to gender issues of their constituencies and clients and in the context of their agency mandate, and consolidate the same following the format and procedure prescribed by the PCW, DBM, and NEDA in the Joint Circular 2011-1. The GFPS shall likewise be responsible for submitting the consolidated GAD Plans and Budget of the department/agency, and as needed, in responding to PCWs comments or requests for additional information;
- f) Lead in monitoring the effective implementation of GAD-related policies and the annual GAD Plans, Programs and Budget;
- g) Lead the preparation and consolidation of the annual agency GAD Accomplishment Report and other GAD Reports that may be required under the MCW;
- h) Strengthen the external link with other agencies or organizations working on women's rights and gender and development to harmonize and synchronize GAD efforts of various levels of governance;
- i) Promote and actively pursue the participation of women and gender advocates, other civil society groups and private organizations in the various stages of development planning cycle, giving special attention to the marginalized sectors;
- j) Ensure that all personnel of the agency including the finance officers (e.g., accountant, budget officer, auditors) are capacitated on GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development program on gender and development for its employees as part of and implemented under the regular human resource development program.

SECTION 3. DUTIES AND FUNCTIONS OF THE GADFPS EXECOM. The GAD Focal Point System Executive Committee shall have the following duties and responsibilities:

- a) Provide policy advice to the LCE to support and strengthen the GFPS and the LGU's gender mainstreaming efforts;
- b) Direct the identification of GAD strategies, PPAs and targets based on the results of gender analysis and gender assessment, taking into account the identified priorities of the LGU and the gender issues and concerns faced by the LGU's constituents and employees;
- c) Ensure the timely submission of the LGU GPB, GAD AR and other GAD-related reports to the DILG which shall be consolidated for submission to PCW and appropriate oversight agencies;
- d) Ensure the effective and efficient implementation of the GAD PP As and the judicious utilization of the GAD budget;
- e) Build and strengthen the partnership of the LGU with concerned stakeholders such as women's groups or CSOs, national government agencies, GAD experts and advocates, among others in pursuit of gender mainstreaming; and
- f) Recommend awards and/or incentives to recognize outstanding GAD PP As or individuals who have made exemplary contributions to GAD.



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SECTION 4. DUTIES AND FUNCTIONS OF THE GADFPS TWG. The GAD Focal Point System Technical Working Group shall have the following duties and responsibilities:

- Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
- Formulate the LGU GPB in response to the gender gaps and issues faced by their constituents including their women and men employees;
- Assist in the capacity and competency development of and provide technical assistance to the offices or units of the LGU. In this regard, the TWG shall work with the Human Resource Development Office (HRDO) on the development and implementation of a capacity development program on GAD for its employees, as necessary;
- Coordinate with the various units/offices of the LGU and ensure their meaningful participation in strategic and annual planning exercises on GAD including the preparation, consolidation and submission of GPBs;
- Lead the conduct of advocacy activities and the development of information, education and communication (IEC) materials to ensure critical support of local elected officials, department heads and staff, and relevant stakeholders to the GFPS and to gender mainstreaming;
- Monitor the implementation of GAD-related PPAs and suggest corrective measures to improve their implementation;
- Prepare and consolidate LGU GAD ARs and other GAD-related reports; and
- Provide regular updates and recommendations to the LCE or GFPS ExeCom regarding GFPS' activities and the progress of the LGU in gender mainstreaming based on the feedback and reports of concerned LGU offices/units, stakeholders and constituents.

SECTION 5. GENDER AND DEVELOPMENT OFFICE. Hereby established is the Gender and Development (GAD) Office under the Office of the Municipal Mayor. The Office shall be headed by designated **GAD Focal Person ROSALIE A. JOVER – Administrative Officer II (Budgeting Officer I)**. The GAD Focal Person shall support and coordinate all GAD-related PPAs and concerns of the LGU GADFPS and manage the GAD unit.

SECTION 6. GAD TRAININGS. all members of the GFPS including elected local officials and department heads undergo capacity building programs on GAD which shall include but not be limited to: gender sensitivity training (GST), gender-responsive planning and budgeting, gender analysis, gender audit and GAD tools such as the Gender Mainstreaming Evaluation Framework (GMEF), Gender Responsive LGU Ka Ba (GeRL Ka Ba) Self-Assessment Tool, Harmonized Gender and Development Guidelines (HGDG) and other succeeding GAD tools.

SECTION 7. GAD PLANNING AND BUDGETING. GAD planning and budgeting shall be integrated in the regular activities of the LGUs, the cost of implementation of which shall be at least five percent (5%) of their total Annual Budgets. The development, allocation and utilization of the GPB shall be implemented in accordance with this JMC.

In identifying GAD PPAs, LGUs shall at all times give priority to those that will address emerging and/or continuing issues and concerns on:

- Provision of basic services and facilities to protect and fulfill women's human right, including their right to protection from all forms of violence;
- Women's economic empowerment, including women's participation in economic governance;
- Participation in local governance and decision-making; and
- Other provisions of the MCW.

SECTION 8. COMPENSATION AND REMUNERATION. The members of the MADAC shall perform their duties as such without compensation or remuneration. Members thereof who are not government officials or employees shall be entitled to necessary traveling expenses and allowances chargeable against the funds of the Council, subject to existing accounting and auditing rules and regulations.



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SECTION 9. REPEALING CLAUSE. All orders, rules, regulations, and other related issuances inconsistent with or contrary to this Order are hereby repealed, amended, or modified accordingly. All other provisions of existing issuances which are not affected by this Order shall remain valid and in effect.

SECTION 10. SEPARABILITY CLAUSE. In the event any provision in this Order shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

SECTION 11. EFFECTIVITY. This Order shall take effect immediately.

Let copies hereof be furnished to all concerned for information, reference, and guidance.

DONE this 20th day of March 2023 in the Municipality of Asingan, Pangasinan.


Engr. CARLOS H. LOPEZ, JR.
Municipal Mayor