



Republic of the Philippines  
Province of Abra  
**MUNICIPALITY OF DOLORES**  
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**OFFICE OF THE MAYOR**

Executive Order No. \_\_\_\_\_  
Series of 2019 B

**REORGANIZATION OF THE GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (GDFPS) OF THE MUNICIPAL GOVERNMENT OF DOLORES, PROVINCE OF ABRA**

WHEREAS, Section 36 (b) of RA 9710, otherwise known as the Magna Carta of Women, mandates the creation and/or strengthening of the Gender and Development (GAD) Focal Point System or similar GAD mechanisms 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 or local government units;

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 Philippine Commission on Women (PCW) issued Memorandum Circular No. 2011-01 dated October 21, 2011 which provided for guidelines for the creation, strengthening and institutionalization of the Gender and Development (GAD) Focal Point System;

NOW THEREFORE, I CONDE T. TURQUEZA by virtue of the authority vested in me by law as Municipal Mayor of Municipality of Dolores, Abra do hereby order the following:

Section 1. The Gender and Development Focal Point in the Municipal Government of Dolores, Province of Abra (LGU, for brevity) is hereby reorganized, to be comprised of the Executive Committee and the Technical Working Group, and composed of the Following

**EXECUTIVE COMMITTEE**

Chairperson	Hon. Conde T. Turqueza	Municipal Mayor
Vice-Chairperson	Hon. Medeline Melody B. Castro	SB Chairman on Social Services, Housing, Women, and Family Welfare
Members	Lorraine C. Turqueza	Municipal Civil Registrar
	Gerry B. Barbieto	Municipal Budget Officer
	Engr. Norwin Bisares	Municipal Engineer
	Marlyn S. Avila	Municipal Social Welfare and Development Officer <b>GAD Focal Point Person</b>
	Dr. Darbie B. Madriaga	Municipal Health Officer
	Leonardo T. Balneg	School District Supervisor, DepEd
	Hon. Mariquita Z. Guzman	President, Liga ng mga Barangay
	Emmanuel A. Turqueza	Municipal Local Government Operations Officer
	Pol. Lt. Evarito B. Cael	Dolores MPS Women's Desk
	Lilibeth Banatao	President, KALIPI Dolores Chapter

		Representative, Persons with Disabilities
Secretariat	Rodrigo V. de Leon	Secretary to the Sanggunian

**TECHNICAL WORKING GROUP.** The GAD Focal Point Technical Working Group shall be composed of representatives from the following offices:

Sheryll A. Pudol	Office of the Mayor / HRMO
Jadel P. Celeste	Municipal Health Office / Municipal Nutrition Action Office
Melinda Guzman	Business Permits and Licensing Office
Mary Ann Bayani	Municipal Civil Registrar
Engr. Emmanuel E. Pacapac	Municipal Planning and Development Office
Engr. Glyndon Cambi	Municipal Engineer
Jason Ryan C. Celeste	Public Information Office
Reymundo Molina	Municipal Social Welfare and Development Office
Jenelyn B. Briosos	Municipal Accountant
Gerry B. Barbieto	Municipal Budget Office
Daisy G. Reyes	Municipal Treasurer
PCMS Fredelyn Ngabit	Dolores Municipal Police
Engr. Lourdes Bejarin	Municipal Disaster Risk Reduction and Management Officer
Rodrigo V. de Leon	Secretary Sangguniang Bayan
Nicasio Castaneda	Public Employment Service Office
Regina Reyes	Senior Citizens Association
	4Ps Representative

Section 2. Duties, Functions, and Responsibilities. The GAD Focal Point shall have the following duties and functions:

- a. General Functions – The GAD Focal Point shall ensure and sustain the LGU’s critical consciousness and support on women and gender issues. It shall take a lead role in direction-setting, advocacy planning, monitoring and evaluation, and technical advisory on mainstreaming GAD perspectives in the LGU programs, projects, activities and processes.
- b. Specific Functions – The GAD Focal Point shall:
  - i. Lead the assessment of the gender-responsiveness of policies, strategies, programs, activities, and projects of the agency/LGU based on the priority needs and concerns of its constituency, and the formulation of recommendations and ensure their implementation;
  - ii. Assist in the formulation of new policies such as the GAD Code in advancing women’s status in the case of LGUs;
  - iii. 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;
  - iv. Coordinate efforts of different divisions/offices/units of the agency or LGU and advocate for the integration of GAD perspectives in all their systems and processes;
  - v. Spearhead the preparation of the agency or LGU annual performance-based GAD Plans, Programs, and Budget in response to the women and gender issues of their employees/constituencies, following the format and procedure prescribed by the PCW;
  - vi. Lead in monitoring the effective implementation of the GAD Code and any other GAD-related policies, and the annual GAD Plans, Programs, and Budget;
  - vii. Lead the preparation of the annual agency/LGUGAD Accomplishment Report and other GAD reports that may be required under the Act;
  - viii. Promote the participation of women and gender advocates, other civil society groups and private organizations in the various stages of development planning cycle; and

- ix. Ensure that all personnel of the agency/LGU including the auditors are capacitated on GAD. The PCW shall issue guidelines to further assist the agencies, LGUs, and other government instrumentalities in creating and strengthening their GFP System.
- x. Perform other functions as may be required by law, ordinance, and other issuances;

Section 2. Roles and Responsibilities of the Technical Working Group – The Technical Working Group (TWG) shall:

- i. Facilitate the implementation of the gender mainstreaming efforts of the agency through the GAD planning and budgeting process;
- ii. 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;
- iii. 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;
- iv. Coordinate with the various units of the agency including its regional and attached agencies and ensure their meaningful participation in GAD strategic and annual planning exercises. The TWG of the GFPS of the central agency shall coordinate with the GFPS of its attached agencies, bureaus and regional offices especially on the preparation, consolidation and submission of GAD Plans and Budgets;
- v. 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;
- vi. 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;
- vii. Prepare and consolidate agency GAD accomplishment reports; and
- viii. 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.

This Order shall take effect immediately.

Done in the Municipality of Dolores, Abra this \_\_\_\_ day of \_\_\_\_\_ 2019

ENGR. CONDE T. TURQUEZA  
Municipal Mayor