

Memorandum

TO : ALL DIVISION CHIEFS/OFFICERS-IN-CHARGE
FROM : THE GAD FOCAL POINT SYSTEM (GFPS)
SUBJECT : INTEGRATION OF GAD IN BUDGET PROPOSAL
DATE : 19 FEBRUARY 2024

In connection with the Memorandum from the undersigned re Submission of Budget Proposal for CY 2025, please be guided by Item V.D of attached Office Order No. 2017-0357 listing Gender and Development (GAD) activities of each division.

Please be advised of PCW/NEDA/DBM Joint Circular No. 2012-01 Item 6.1, to wit:

“At least 5% of the total agency budget appropriations authorized under the annual General Appropriations Act (GAA) shall correspond to activities supporting GAD Plans and Programs. The GAD budget shall be drawn from the agency’s Maintenance and Other Operating Expenses (MOOE), Capital Outlay (CO), and Personal Services (PS). It is understood that the GAD budget does not constitute an additional budget over an agency’s total budget appropriations.”

For your appropriate action.


ATTY. JOAN M. PADILLA *jm*

18 August 2017

**MAINSTREAMING GENDER AND DEVELOPMENT (GAD)
IN POLICIES, GUIDELINES, PROGRAMS, PROJECTS AND ACTIVITIES**

Consistent with the Philippine Government's commitment to institutionalize Gender Mainstreaming and its obligations as a signatory to the various conventions, agreements and covenants to promote, protect and fulfill women's rights and eliminate gender discrimination, the Intramuros Administration hereby adopts the following policy guidelines to ensure that both women and men have equal opportunities in employment and business, leadership, governance and capacity development in Intramuros.

I. REFERENCES

A. INTERNATIONAL MANDATES

1. **United Nations Convention on the Elimination of all Forms of Discrimination against Women (UN-CEDAW)**, also known as the International Bill of Rights of Women, addresses women's rights in civil, political, economic, social, cultural and family life.
2. **Sustainable Development Goals (SDGs)** pertains to the seventeen (17) international development goals for the world's future through 2030, agreed to by nearly all the world's nations, on 25 Sept 2015. Otherwise known as the Global Goals, these build on the successes of the Millennium Development Goals, while including new areas such as climate change, economic inequality, innovation, sustainable consumption, peace and justice, among other priorities.
3. **Beijing Platform for Action (BPFA)** of the United Nations (UN) Fourth World Conference on Women calls for action on 12 critical areas of concern, namely: women and poverty, education and training of women, women and health, violence against women, women and armed conflict, women and the economy, women in power and decision making, institutional mechanism for the advancement of women, human rights of women, women and the media, women and the environment, and the girl-child.
4. **Universal Declaration of Human Rights**, specifically Article 7 thereof, which provides that "All are equal before the law and are entitled without any discrimination to equal protection of the law."

5. *UN International Covenant on Economic, Social, and Cultural Rights*, specifically Article 3 thereof, which provides that "The State Parties to the present Covenant undertake to ensure the equal rights of men and women to the enjoyment of all economic, social, and cultural rights set forth."

B. NATIONAL MANDATES

1. *1987 Philippine Constitution, Article II, Section 14*, "The State recognizes the role of women in nation-building, and shall ensure the fundamental equality before the law of women and men." and *Article XIII, Section 14*, "The State shall protect working women by providing safe and healthful working conditions, taking into account their maternal functions, and such facilities and opportunities that shall enhance their welfare and enable them to realize their full potential in the service of the nation."
2. *Magna Carta of Women (RA 9710)*, a comprehensive law on human rights "that seeks to eliminate discrimination against women by recognizing, protecting, fulfilling, and promoting the rights of Filipino women, especially those in the marginalized sectors."
3. *Women in Development (WID) and Nation Building Act (RA 7192)*, "The National Economic and Development Authority (NEDA) shall primarily be responsible for ensuring the participation of women as recipients in foreign aid, grants and loans."
4. *Philippine Plan for Gender-Responsive Development (PPGD), 1995-2025*, also known as The National Plan for Women, outlines the policies, strategies, programs and projects that the government must adopt to enable women to participate in and benefit from national development. It serves as the main vehicle for implementing the Beijing Platform for Action.
5. *Executive Order No. 273*, "Approving and Adopting the 'Philippine Plan for Gender-Responsive Development, 1995-2025'," which directs all government agencies at the national and local levels to institutionalize (GAD) efforts in their planning, programming and budgeting processes.
6. *PCW, NEDA and DBM Joint Circular No. 2012-01*, or Guidelines for the Preparation of Annual Gender and Development (GAD) Plans and Budgets and Accomplishment Reports to Implement the Magna Carta of Women, which prescribes that at least five percent (5%) of the total agency budget appropriations authorized under the annual GAA shall correspond to activities supporting GAD plans and programs.

7. *PCW Memorandum Circular No. 2011-01*, or Guidelines for the creation, strengthening and institutionalization of the Gender and Development (GAD) Focal Point System.

II. OBJECTIVES

- A. To strengthen the commitment of the agency in gender mainstreaming through the adoption of guidelines and mechanisms, as well as the creation of an enabling environment that ensures faithful adherence to national GAD policies and plans.
- B. To promote gender equality, women empowerment and non-discrimination against women in all forms within the organization and the Intramuros community.
- C. To provide direction in the formulation and implementation of GAD programs and budget of the agency.

III. DEFINITION OF TERMS

- A. **GENDER** - identifies the social relations between men and women. It refers to the relationship between men and women, boys and girls, and how this is socially constructed. Gender roles are dynamic and change over time.
- B. **GENDER ANALYSIS** - refers to a framework to compare the relative advantages and disadvantages faced by women and men in various spheres of life, including the family, workplace, school, community and political system. It also takes into account how class, age, race, ethnicity, culture, social and other factors interact with gender to produce discriminatory results.
- C. **GENDER AUDIT** – refers to a form of “social audit” or “quality audit” which determines whether the organization’s internal practices and related support systems for gender mainstreaming are effective, reinforcing each other and are being followed. This tool or process assists organizations in establishing a baseline, identifying critical gaps and challenges, and recommending ways of addressing them.
- D. **GENDER AND DEVELOPMENT (GAD)** – refers to the development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potentials. It seeks to achieve gender equality as a fundamental value that should be reflected in development choices and contends that women are active agents of development, not just passive recipients of development.

- E. **GENDER EQUALITY** - refers to the principles asserting the equality of men and women and their right to enjoy equal conditions realizing their full human potentials to contribute to and benefit from the results of development, and with the State recognizing that all human beings are free and equal in dignity and rights.
- F. **GENDER RESPONSIVE** – means the consistent and systematic attention to the differences between women and men in society, with a view to addressing structural constraints to gender equality.
- G. **GENDER SENSITIVE** – means that the programs, projects or activities recognize and acknowledge differences in roles, needs and perspectives of women and men, possible asymmetries in their relationship, and the possibility that actions or interventions shall have different effects on and results for women and men based on their gender, but do not actually seek to address these issues.
- H. **GAD FOCAL POINT SYSTEM (GFPS)** – is an interacting and interdependent group of people in all government instrumentalities tasked to catalyze and accelerate gender mainstreaming. It is a mechanism established to ensure and advocate for, guide, coordinate, and monitor the development, implementation, review and updating of their GAD plans and GAD-related programs, activities and projects (PAPs).
- I. **GAD BUDGET** – is the cost of implementing the annual GAD Plan, which is at least 5% of the agency's total budget appropriation that comprises the agency PAPs designed to address gender issues and promote women's empowerment and gender equality.
- J. **GAD PLAN** – means a systematically designed set of programs, activities, and projects with corresponding budget carried out by agencies over a period of time to address gender issues and concerns in their respective sectors and among their constituents.
- K. **GENDER MAINSTREAMING** - refers to the strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation of policies, programs and projects in all social, political, civil, and economic spheres so that women and men benefit equally. It is the process of assessing the implications for women and men of any planned action, including legislation, policies or programs in all areas and at all levels.
- L. **PHILIPPINE COMMISSION ON WOMEN (PCW)** – formerly known as the National Commission on the Role of Filipino Women (NCRFW), is the primary policy-making and coordinating body of the women and gender equality concerns under the Office of the President. It is the overall monitoring and oversight body to ensure the implementation of RA 9710.

- M. SEX – a biological term that represents the genetic and physical identity of the person and is meant to signify that one is either male or female.
- N. SEX-DISAGGREGATED DATA – for gender analysis, all data should be separated in order to allow differential impacts on men and women to be measured.
- O. WOMEN EMPOWERMENT – is a goal of and an essential process for women’s advancement. It is the process and condition by which women mobilize to understand, identify and overcome gender discrimination and achieve equality. Women become agents of development and not just beneficiaries. This kind of participation in development enables them to make decisions based on their own views and perspectives. Access to information, training, technology, market, and credit are necessary to empower women.

IV. POLICY STATEMENT

The Intramuros Administration shall uphold the existing national policies on Gender and Development (GAD) through the provision of gender-responsive programs, services, rules and regulations.

V. STRATEGIES

- A. Gender and Development shall be integrated in all policies, plans, programs, projects, and activities of the agency.
- B. The formulation of its annual GAD plan and programs shall proceed from the conduct of a gender audit, gender analysis using the Tourism Harmonized GAD Guidelines and/or review of sex-disaggregated data, and shall be guided by the Magna Carta of Women and other key documents abovementioned.
- C. The GAD Focal Point System shall be strengthened in consonance with PCW Memo Circular 2011-01.
- D. In order to mainstream gender equality and women empowerment in all its programs, projects, and activities, the following shall be undertaken by each of the divisions consistent with their respective mandates:
 - 1. FINANCE & ADMINISTRATIVE DIVISION (FAD)
 - a. Personnel recruitment guided by the CSC-approved Enhanced Merit Selection & Promotion Plan, based on the level of competence and not on the basis of ethnicity, disability, gender, age, sexual orientation, religion, political affiliation or other status

- b. Provision of equal pay and employment benefits to personnel, as provided by law
- c. Integration of gender indicators into staff objectives, accountabilities and performance management systems
- d. Provision of equal career opportunities to personnel
- e. Conduct of in-house GAD trainings to enable personnel to promote gender equality in the workplace and in all the agency's programs/projects
- f. Adoption of appropriate employment practices where practical, considering family responsibilities of employees as mandated by existing laws
- g. Reflection of gender sensitivity, use of gender neutral language and promotion of women's rights in internal communications, including collaterals on its programs, projects and activities

2. PLANNING AND MANAGEMENT DIVISION (PMD)

- a. Incorporation of GAD components in the **formulation of plans and programs and the evaluation and monitoring of the implementation of projects and activities**
- b. **Inclusion of sex-disaggregated data in the maintenance of database to service the operating divisions, the design and implementation of Management Information Systems and other relevant corporate planning functions**
- c. Integration of gender sensitivity in historical research, publications and library services

3. CULTURAL PROPERTIES CONSERVATION DIVISION (CPCD)

- a. Maintenance of gender-friendly public facilities such as parks, plazas, IA-operated museums and function areas
- b. Consultation and involvement of **both women and men in the conservation of movable and immovable heritage**

4. URBAN PLANNING AND COMMUNITY DEVELOPMENT DIVISION (UPCDD)

- a. Consultation and involvement of **both women and men and application of gender analysis in the development of rules and regulations**

- b. Provision of equal opportunities to women and men in the development and implementation of community programs and activities
- c. Conduct of gender sensitivity training for security provider and stakeholders, e. g. cochero, pedicab and e-trike drivers, vendors, etc.
- d. Collection and maintenance of sex-disaggregated data and gender-related information of stakeholders in Intramuros

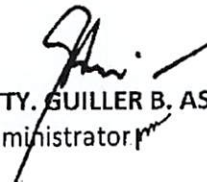
5. TOURISM PROMOTIONS DIVISION (TPD)

- a. Conduct of gender sensitivity and other relevant trainings to educate tour guides/operators on delivery of services
- b. Response to inquiries/concerns shall take into account the needs of women and men
- c. Use of gender-sensitive language in collaterals and non-derogatory portrayal of women in all activities and events
- d. Collection and maintenance of sex-disaggregated data of visitors

6. BUSINESS MANAGEMENT DIVISION (BMD)

- a. **Integration of gender equality and women empowerment in the management and promotion of income-generating facilities**
- b. Integration of gender perspective in the conduct of feasibility studies for commercial activities

This Office Order takes effect immediately.


ATTY. GUILLER B. ASIDO
Administrator

