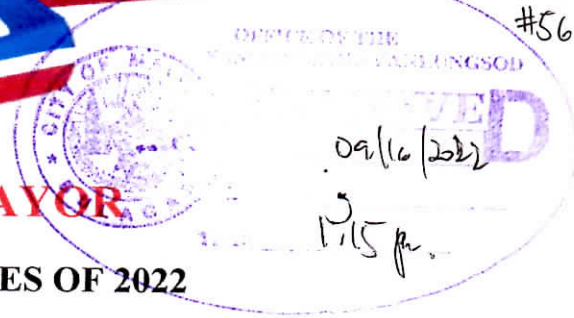




Republic of the Philippines  
Province of Bulacan  
CITY OF MALOLOS



## OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 036 SERIES OF 2022

### AN ORDER REORGANIZING THE CITY GAD FOCAL POINT SYSTEM (GFPS)

**WHEREAS**, the Philippines has been a signatory to various International Laws like the International Convention on the Elimination of Discrimination Against Women (CEDAW) and the International Convention on the Rights of Children (CRC) that advocate for the promotion of equal rights between women and men, both young and adult;

**WHEREAS**, Republic Act 7192 or the Women in Nation Building Act was passed giving emphasis on women and men as equal partners in building a gender-fair society and their roles as development participants and beneficiaries at the same time have been a key determinant in ensuring the attainment of the goals towards women empowerment;

**WHEREAS**, due to apparent absence of a responsive mechanism, the Local Government Unit (LGU) should implement the Woman in Nation Building Act to ensure the attainment of a gender-fair and violence-free society;

**WHEREAS**, the city needs to provide for the continuous mainstreaming of Gender and Development issues and concerns in the different programs and projects of the city government and support all concerns affecting the inequality and social inequity between women and men including those of the children and the elderly;

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**WHEREAS**, City GAD Focal Point System was created in the City of Malolos through Executive Order No. 06. Series of 2015, dated April 13, 2015, reorganized and reconstituted through Executive Order No. 06, S. 2019, dated April 29, 2019;

**NOW THEREFORE, I, CHRISTIAN D. NATIVIDAD**, City Mayor of Malolos, by virtue of the powers vested in me by law, do hereby order the reorganization of GAD Focal Point System (GFPS) with the following provisions:

**SECTION I. COMPOSITION.** The GFPS Executive Committee shall be composed of the following:

Chairman	:	ATTY. CHRISTIAN D. NATIVIDAD <i>City Mayor</i>
Co-Chairperson	:	HON. NINO CARLO C. BAUTISTA <i>Chairperson, Committee on Gender and Development</i>
Members	:	HON. DENNIS D. SAN DIEGO <i>Chairperson, Committee on Appropriations and Accounts</i> HON. DIONISIO C. MENDOZA <i>City Councilor, ABC President</i> MRS. LOLITA SP. SANTOS, RSW <i>City Social Welfare and Development Officer</i> MR. ROMEO S. BARTOLO <i>City Agriculturist</i> DR. MINERVA SANTOS <i>City Health Officer</i> ENGR. EUGENE N. CRUZ <i>City Planning and Development Coordinator</i>

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ENGR. RICASOL P. MILAN  
*City Engineer*

MRS. JOCELYN A. JAVIER  
*City Civil Registrar*

ATTY. CYRUS PAUL S. VALENZUELA  
*City Legal Officer*

MRS. CRISTINA R. GUTIERREZ  
*City Human Resource Officer*

MS. LEILANI O. MACLANG  
*City Budget Officer*

PCPL APRIL ROSE MARCELINO  
*City of Malolos PNP WDO*

MS. JHONNA FE M. TABUNAN  
*President, Solo Parent Federation of  
Malolos*

MS. LODINA S. TANWANGCO  
*President, FSCAP*

Secretariat : SOFIA QUETUA  
*Office of the City Social Welfare and  
Development*  
MA. CECILIA R. REYES  
*Office of the City Legal Officer*  
JOSEFINA S. BERNARDO  
*Office of the City Administrator*

**SECTION II. TECHNICAL WORKING GROUP.** There shall also be formed a Technical Working Group (TWG) to assist the Council in the discharge of its duties and functions and perform other technical functions. The Technical Working Group (TWG) shall be composed of one permanent and one alternate representative from the following offices:

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Office	Permanent Representative	Alternate Representative
Office of the City Administrator (Head of the Technical Working Group)	Gertudes N. De Castro	
Office of the City Health Officer	Jose Venchito Santos	Rick Jason Del Rosario
Office of the City Agriculturist	Rebecca S. Hernandez	
Office of the City Budget Officer	Debbie Lyn C. Santos	Pascanie Lianne R. Domingo
Office of the City Human Resources Officer	Cristina R. Gutierrez	Cristina Angeles
Office of the City Planning and Development Coordinator	Flordeliza C. Morales	Lily Angelyn R. Lanozo
Office of the City Civil Registrar	Edelissa A. Velasco	
City Information Division	Jenina Reyes	Gino Romeo Bautista III

### SECTION III. GENERAL FUNCTIONS OF GFPS

- a) Lead in mainstreaming GAD perspectives in LGU 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 LGU based on the priority needs and concerns of constituencies 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 empowerment and gender equality;
- 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 and gender-responsive planning and budgeting;
- d) Coordinate efforts of different divisions/offices/units of the LGU and advocate for the integration of GAD perspectives in all their systems and processes;

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- e) Spearhead the preparation of the annual and performance-based **LGU GAD Plan and Budget (GPB)** in response to the gender issues and or concerns of their locality and in the context of the Joint Memorandum Circular (JMC). The GFPS shall likewise be responsible for submitting the consolidated GPBs of the LGU;
- f) Lead in monitoring the effective implementation of the annual GPB, GAD Code, other GAD related policies and plans;
- g) Lead the preparation of the annual **LGU GAD Accomplishment Report (GAD AR)** and other GAD reports that may be required under the MCW and this JMC;
- h) Strengthen linkages with other LGUs, concerned agencies or organizations working on women's rights and gender and development to harmonize and synchronize GAD efforts at various levels of local 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 attention to the marginalized sectors, and
- j) Ensure that all personnel of the LGU including the planning and finance officers (e.g., accountants, budget officers, auditors) are capacitated on GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development program on GAD for its employees as part of and implemented under its regular human resource development program.

#### **SECTION IV. ROLES AND RESPONSIBILITIES OF THE LGU GFPS**

- a) The LCE shall:
  - i. Issue policies and/or directives that support gender mainstreaming in the policies, plans, PPAs and services of the LGU as well as in its budget, systems, processes and procedures of the LGU, including the creation, strengthening, modification or reconstitution of the GFPS; and  
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- ii. Ensure the implementation of the GPB and approve GAD AR and other GAD-related reports of the LGU as maybe required by the MCW-IRR and this JMC, duly endorsed by the GFPS Executive Committee and with the assistance of the GFPS-TWG.

b) The **GFPS Executive Committee** shall:

- i. Provide policy advice to the LCE to support and strengthen the GFPS and the LGU's gender mainstreaming efforts;
- ii. 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;
- iii. 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;
- iv. Ensure the effective and efficient implementation of the **GAD PPAs** and the judicious utilization of the GAD budget;
- v. 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;
- vi. Recommend awards and/or incentives to recognize outstanding GAD PPAs or individuals who have made exemplary contributions to GAD.

c) The **Technical Working Group (TWG)** shall:

- i. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
- ii. Formulate the LGU GPB in response to the gender gaps and issues faced by their constituents including their women and men employees;
- iii. 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;

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- iv. 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;
  - v. 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;
  - vi. Monitor the implementation of GAD-related PPAs and suggest corrective measures to improve their implementation;
  - vii. Prepare and consolidate LGU GAD ARs and other GAD-related reports; and
  - viii. 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.
- d) The **GFPS Secretariat**, and whenever feasible the GAD office or unit designated by the LCE shall assist the GFPS ExeCom and the TWG in the performance of their roles and responsibilities, specifically on the provision of administrative and logistical services; preparation of meeting agenda; and documentation of GFPS' meetings and related GAD activities.

**SECTION V. BUDGET ALLOCATION AND RELEASE OF FUNDS.** The operational budget of the GFPS shall be sourced out from the mandatory Gender and Development Budget and it shall be appropriated annually based on the approved Work and Financial Plan.

**SECTION VI. MEETINGS AND VENUE.** The GFPS including the Technical Working Group (TWG) shall meet once every three months (quarterly) or as often as necessary upon advised of the Chairman or the Co-Chairperson. Meetings shall be held in the Office of the City Mayor unless otherwise specified by the Chairman through the Secretariat.

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**SECTION VII. SEPARABILITY CLAUSE.** If any provision of this Act is declared unconstitutional or invalid, such parts or portions not affected thereby shall remain in full force and effect.

**SECTION VIII. REPEALING CLAUSE.** All orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

**SECTION IX. DISSEMINATION.** A copy of this Executive Order shall be furnished to the Office of the Provincial Governor, for its information and guidance pursuant to Section 455 (1) (xii) or R.A. 7160, as amended, and shall be posted in the City Government of Malolos' official website.

**SECTION VII. EFFECTIVITY.** This Executive Order shall take effect immediately upon approval.

**SO ORDERED.**

Done this \_\_\_\_ day of SEP 14 2022 2022, in the City of Malolos, Bulacan.

  
ATTY. CHRISTIAN D. NATIVIDAD  
City Mayor

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