



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 07

Series of 2023

RECONSTITUTING THE LOCAL GOVERNMENT UNIT OF BAYAMBANG GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (GFPS)

WHEREAS, section 14, Article II of the Constitution provides that the State recognizes the role of women in nation building, and shall ensure the fundamental equality before the law of women and men;

WHEREAS, pursuant to section 36 of RA 9710, otherwise known as the Magna Carta of Women (MCW) all government departments, including their attached agencies, offices, bureaus, state universities and colleges, government institution shall adopt gender mainstreaming as a strategy to promote women's human rights and eliminate gender discrimination in their systems, structures, policies, programs, processes and procedures;

WHEREAS, PCW-DILG-DBM-NEDA JMC 2013-01, sets the Guidelines on the "Localization of the Magna Carta of Women"

WHEREAS, there is a need to Institutionalize and organize the GAD Focal Point System and define its functions and responsibilities;

NOW, THEREFORE I, MARY CLARE JUDITH PHYLLIS JOSE QUIAMBAO, Municipal Mayor of the Municipality of Bayambang, Province of Pangasinan by virtue of powers vested in me by law, do hereby constitute the Gender and Development Focal Point System (GFPS).

SECTION I. COMPOSITION. The GFPS Executive Committee and the Technical Working Group shall be composed of the following members:

The GFPS Executive Committee:

Chairperson: **HON. MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO**
Municipal Mayor

Members: **HON. BENJAMIN FRANCISCO S. DE VERA**
*SB Member, Committee on Children Women,
Senior Citizens Family Affairs and Social Welfare*

"Baley ko, Pawilen ko, Aroen ko, tan Tubungan ko"



THE LONGEST BARBECUE
8.016 KILOMETERS
April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M
April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Barni, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
(075) 633-1000 Loc. 100

HON. RODELITO F. BAUTISTA

President, Liga ng mga Barangay

HON. GABRIEL TRISTAN FERNANDEZ

President, SK Federation

ATTY. RODELYNN RAJINI S. VIDAD

Municipal Administrator

MS. MARIA CONCEPCION CARMELA ATIENZA-SANTILLAN

Chief Executive Assistant

MS. ROYOLITA ROSARIO

MLGOO

MS. KIMBERLY P. BASCO

Municipal Social Welfare and Development Officer

DR. PAZ F. VALLO

Municipal Health Officer, RHU I

DR. ADRIENNE ESTRADA

Rural Health Physician, RHU II

DR. ROLAND AGBUYA

Rural Health Physician, RHU III

MS. VENUS M. BUENO

Municipal Nutrition Action Officer

MS. MA- LENE S. TORIO

Planning Officer IV/MZO, OIC-MPDC

MS. ERLINDA S. ALVAREZ

Internal Audit Service

MS. ZYRA ORPIANO

OIC- Municipal Agriculture Office

MS. NORA R. ZAFRA

Human Resource and Management Officer

COL. LEONARDO SOLOMON

Bayambang Public Safety Officer

ENGR. EDDIE MELICORIO

Municipal Engineer

MS. GENEVIEVE BENEBE
Local Disaster Risk Reduction Management Officer

MR. PETER CARAGAN
Municipal Budget Officer

MS. LUISITA DANAN
Municipal Treasurer

MR. FLEXNER M. DE VERA
OIC- Municipal Accounting

MR. JOSEPH ANTHONY QUINTO
Municipal Environment and Natural Resources Office

MR. ROLANDO GLORIA
Executive Director, Local School Board

MR. ISMAEL MALIDEM JR.
Municipal Civil Registrar

DR. RAFAEL L. SAYGO
Municipal Supervising Tourism Operations Officer
Interim College President, Bayambang Polytechnic College
Head, Bayambang Poverty Reduction Action Team

MR. RICKY BULALAKAW
Information and Communication Technology Officer

MS. LEONARDA D. ALLADO
Municipal Library Officer

ATTY. MELINDA ROSE R. FERNANDEZ
OIC- Market Supervisor

MS. GERNALYN SANTOS
OIC-Municipal Employment Services Office

MR. ALBERT LAPURGA
Municipal Cooperative Development Officer

MS. ANNIE DE LEON
Municipal Assessors Officer

MS. CHINITA DE VERA
General Services Officer

MS. STEPHANIE CARAGAN
Bids & Awards Committee, Secretariat

MR. RESTY ODON

Public Information Officer

MR. ROMYL A. JUNIO

Private Sector, KKSBEFI

MS. JOCELYN S. ESPEJO

President, KALPI

DR. ANGELITA V. MUÑOZ

Public School District Supervisor Bayambang I

DR. MARY JOY C. AGSALON

Public School District Supervisor Bayambang II

MS. MELINDA T. GLORIA

Pres. of Dusoc Womens Association

PCPL. MARY ANN ROYO

Representative from the PNP's Women's Desk

MR. CARLITO A. SUYAT

Representative from Persons with Disabilities (PWDs)

The Technical Working Group:

Chairperson: ATTY. BAYANI B. BRILLANTE, JR.

Attorney IV

Members: MS. AURALOU V. RAMOS

Budget Office Staff

MR. MICHAEL JOHN CAPUDOY

Budget Office Staff

MR. ZEEJIE TORRES

Municipal Planning and Development Coordinator Staff

MR. ERIK MACARANAS

RHU, I Staff

MR. MARK DARUIS GRAGASIN

RHU, I Staff

MS. MADONNA JUNIO

RHU II Staff

MS. STEPHANIE BALLESTEROS

RHU II Staff

MS. JUNEL-LEE FERNANDEZ

RHU III Staff

MS. MIRA JOY REBAMONTAN

RHU III Staff

MS. LADY GWYN PAGESOLINGAN

BPRAT Staff

MS. GYSSA IVY M. JUNIO

Accounting Staff

MR. ARMANDO JUNIO

Information and Communication Technology Office Staff

MR. JOHNSON ABALOS

Local Youth Development Officer

MS. ALTA GRACE EVANGELISTA

Population Program Worker II

MS. VANESSA T. GALBAN

Municipal Library Office Staff

MS. JESSICA CATALAN

Local School Board Office Staff

MR. JONATHAN MACADAMIA

Local School Board Office Staff

MS. MARLA MICA CASTILLO

Local Civil Registrar Office Staff

MS. MARY JANE ODON

Municipal Action Center Staff

MS. CRISAN CHARISH GUBATAN

Human Resource and Management Office Staff

MS. JOLINA RAMOS

Human Resource and Management Office Staff

MS. WILMA TANDOC

Bayambang Public Safety Office Staff

PSSG. JANICE LAVARIAZ
MPS- WCPD

MS. SHIRLEY TINTE
Municipal Nutrition Action Office Staff

MR. MICHAEL ANGELO ABALOS
ESWMO Staff

MS. MARY ANN PALAMING
ESWMO Staff

MS. ANNIKA ROSE MALICDEM
MDRRMO Staff

MS. JOAN JUNIO
MDRRMO Staff

JESSIE MARK CARANTO
Municipal Agriculture Office Staff

MAYLENE PACLIBAR
Municipal Agriculture Office Staff

MS. CHARLENE C. HERMOSA
Engineering Staff

MS. ERIKA M. CAYABYAB
Engineering Staff

MS. SHERYL P. CAYABYAB
Special Economic Enterprise Staff

MS. JOCELYN FRONDA
Internal Audit Service

MS. BERNADETH MANAMTAM
DILG Staff

MR. MACARIO GARCIA III
Municipal Cooperative Development Office Staff

MS. RITA BLESS G. DIAZ
Representative from LCE 's Office

The GAD Secretariat/GAD Focal Person:

Ms. Kimberly P. Basco, MSWDO of this Municipality, is designated as GAD Focal Person

Ms. Sherlyn Ragasa from Municipal Social Welfare and Development Office, Assistant GAD Focal Person

Oliver Redrino from Municipal Social Welfare and Development Office, Assistant GAD Focal Person

The GAD Monitoring and Evaluation Team:

GFPS TWG Chair

Municipal Planning and Development Coordinator

HRM Officer

IAU

Budget Officer

DILG LGOO

Representative/s LCE

CSO Representative/s specifically from women's organizations and the academe

SECTION II. GENERAL FUNCTIONS OF THE GFPS. The GFPS shall perform the following powers, duties and functions;

Pursuant to the MCW-IRR, the GFPS is tasked to ensure and sustain the LGU's critical consciousness in supporting gender and development, women's empowerment and responding to gender issues. It shall take a lead role in direction- setting, advocacy, planning, monitoring, and evaluation, and advisory in mainstreaming GAD in the LGU programs, projects, activities, and processes, Specifically, the GFPS shall perform the following functions:

1. Lead in mainstreaming GAD perspective 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 of the LGU based on the priority needs and concerns of constituencies and employees, and the formulation of recommendations including their implementation;
2. Assist in the formulation of new policies such as the GAD Code in advancing women's empowerment and gender equality;
3. Lead in setting up appropriate systems and mechanisms to ensure the generation\ processing, review, and updating of data or GAD database to serve as basis in performance-based and gender-responsive planning and budgeting;

4. Coordinate efforts of different divisions/offices/units of the LGU and advocate for the integration of GAD in all their systems and the preparation of the annual and KGU GAD Plan and Budget (GPB) in response to the gender issues and concerns of their locality and in the context of the LGU date; and consolidate the same following the form and procedures prescribed in this Joint Memorandum Circular (JMC). The GFPS shall likewise be responsible for submitting the consolidated GPBs of the LGU;
5. Lead in monitoring the effective implementation of the annual GPB, GAD Code, Other GAD- related and plans;
6. Lead the preparation of the annual LGU GAD Accomplishment Report (GAD AR) and other GAD reports that may require under the MCW and this JMC;
7. 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;
8. Promote and actively pursue of women and gender advocates, other civil groups and private organizations in the various stages of development planning cycle; giving attention to the marginalized sectors, and
9. Ensure that all of the LGU including the planning and finance officers (e.g. accountant, budget, officers, and auditors) are capacitated on GAD. Along this program on GAD for its employees as part of and implemented under its regular human resource development program.

SECTION III. ROLES AND RESPONSIBILITIES OF THE GFPS EXECUTIVE COMMITTEE

1. The LCE as Chairperson shall:
 - a. 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, and procedures of the LGU, including the creation, strengthening, modification or reconstitution of the GFPS, and;
 - b. 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.
2. The GFPS Executive Committee shall:

- 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's constituents and employees;
 - c. Ensure the timely submission of the LGU GPB, GAD AR and other GAD-PCW and appropriate oversight agencies,
 - d. Ensure the effective and efficient implementation of the GAD PPAs and the judicious utilization of the GAD budget;
 - e. Build and strengthen the partnership of the LGU with concerned stakeholders and such as women's groups or CSOs, national government agencies, GAD experts and among others in pursuit of gender mainstreaming;
 - f. Recommend awards and/or incentives to recognize outstanding GAD PPAs or individuals who saved made exemplary contribution to GAD.
3. The Technical working group shall:
- a. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
 - b. Formulate the LGU GPB in to the gender gaps and issues faced by their constituents including their women and men employees;
 - c. 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:
 - d. 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;
 - e. Lead the conduct of advocacy activities and the development of information, local elected officials, department heads and staff, and relevant stakeholders to the GFPS and to improve their implementations;
 - f. Monitor the implementation of GAD-related PPAs and suggest corrective measures to improve their implementation;
 - g. Prepare and consolidate LGU GAD ARS and other GAD –related reports; and

- h. 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.

4. The GAD Focal Person shall:

- a. Assist the GFPS Execom and the TWG in the performance of its roles and responsibilities, specifically on the provision of administrative and logistical services; preparation of meeting agenda; and documentation of GFPS meeting and related GAD activities;

- b. Manage the GAD Office;

5. The GAD Monitoring and Evaluation Team

- a. The GAD M&E Team shall invite the concerned implementing office or unit of the GAD PPAs during the monitoring and evaluation period:

- b. The LGU GFPS shall monitor the implementation of the annual GPB and assess of the LGU's institutional mechanisms on gender mainstreaming annually;

- c. LGUs, through their GFPS, shall prepare annual status reports on the institutional mechanism for gender mainstreaming and submit these to the DILG Regional Office for consolidation (Refer to Annex G: LGU Status Report ON Institutional Mechanisms for Gender Mainstreaming);

- d. LGU's shall submit their annual GAD Ars and status reports submitted to them by the LGUs for submission to the DILG-Bureau of Local Government Development (DILG-BLGD).

- e. The DILG Regional Offices shall review and consolidated the GAD Ars and status reports submitted to them by the LGU's for submission to the DILG- Bureau of Local Government Development (DILG-BLGD).

- f. The GAD M&E Team shall evacuate the outcomes of the LGU GAD policies, programs and projects and submit a GAD Evaluation Report to the DILG Regional Office at the end of the LCE's three-year term. The submission shall be done not later than June of the next term;

- g. All M&E activities shall be included in the annual GPB;

- h. The DILG-BLGD shall review the consolidated LGU GAD Ars, status reports of institutional mechanisms and GAD evaluation reports. The consolidated annual GAD Ars and status reports shall form part of the DILG Annual GAD AR for submission to PCW within March of every year, starting 2014. The consolidated GAD evaluation reports shall

be included in the DILG Annual GAD AR at the end of the LCE's three- year term as a appropriate.

SECTION IV. MEETINGS AND QUORUM. The GFPS shall meet at quarterly or as often as may be necessary.

SECTION V. EFFECTIVITY.

This Executive Order shall take effect immediately and will continue to be in effect until amended or revoked.

Done this 20th day of February, in the Municipality of Bayambang, Pangasinan.

HON. MARY CLARE JUDITH PHYLLIS JOSE QUIAMBAO
Municipal Mayor

