



**ADMINISTRATIVE ORDER NO. 06-2017**  
**Series of 2017**

**REORGANIZING THE LGU GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (LGU GFPS) OF THE MUNICIPALITY OF ITOGON.**

**WHEREAS**, the 1987 Philippine Constitution provides that the State shall recognize the role of women in nation building and shall ensure the fundamental equality of women and men before the law;

**WHEREAS**, in pursuit for women's empowerment and gender equality, relevant provisions were incorporated in subsequent laws, issuances and international commitments such as the Local Government Code of 1991, the Magna Carta for Women, the General Appropriations Act, the CEDAW, the Beijing Platform for Action and the Millennium Development Goals to mention a few among others;

**WHEREAS**, in furtherance of the constitutional mandate and other legal provisions relative to gender and development, the Philippine Congress enacted R.A. 9710 or the Magna Carta for Women adopting 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 Philippine Commission on Women, the DILG, the DBM and NEDA issued Joint Memorandum Circular No. 2013-01 promulgating guidelines on the localization of the Magna Carta for Women, establishing therein institutional mechanisms to implement the same, among which is for the creation and/or strengthening of the LGU GAD- Focal Point System;

**NOW THEREFORE, I, ATTORNEY VICTORIO T. PALANGDAN**, by virtue of the powers vested in as Municipal Mayor of the Municipality of Itogon, Benguet Province hereby reorganize the LGU Gender and Development Focal Point System (LGU GFPS) of the Municipality of Itogon, to wit;

Section 1. **Composition/Organizational Structure**. Consistent with PCW-DILG-DBM-NEDA Joint Memorandum Circular No. 2013-01, and the MCW-IRR, the LGU GFPS shall be composed of the following:

**1.a. The Executive Committee:**

Chairperson: ATTY. VICTORIO T. PALANGDAN  
Municipal Mayor

Vice Chairperson: HON. FLORDELIZA G. DEPAYSO  
Municipal Councilor

HON. JODEA BRENDA LYN ACAY-CAMUYOT  
Municipal Councilor

HON. ARNEL F. BAHINGAWAN  
Municipal Councilor

ENGR. IMELDA F. NUGUID  
MPDC

MS. GRACE O. POCSOL  
MSWDO

MS. LILIA S. CARINO  
Municipal Local Civil Registrar

MR. CESAR U. ATING  
MLGOO-DILG-Itogon

SPO3 RUBY ROSE D. PESASE  
Women's Desk, PNP

MS. ROSITA M. BARGASO  
President, IIPO

MS. ESTRELLITA C. APIDOS  
President, IWAI

MR. DELFIN PALBUSA  
President, PWD

MS. MA. MIGNON DE LEON  
Representative from the Private Sector

MS. ROSITA M. DAYAG  
Representative from the Academe

HON. ANDRES C. PANAYO JR.  
Liga President

SKF President

**1.b. The Technical Working Group.** The Technical Working Group shall be composed of the following:

Group Leader: ENGR. CYRIL L. BATCAGAN  
Members:

1. MS. CYNDI L. FERNANDEZ
2. MS. SHALIMAR G. SORALLO-GAD Focal Person
3. MS. LORDELIZA D. ANDRES
4. MS. IDA JANCES CIRIACO
5. MR. ROGER CATAYAO
6. MR. JOSE YAMOTO JR.
7. MR. MARTIN NAPEEK
8. MS. MERILYN DE LOS REYES
9. MR. MARIANO CANUTO
10. MS. ELIZABETH C. CUNGAO



**1.c. The Secretariat.** The Secretariat is also hereby reorganized whose members shall be composed of the following:

1. MS. GERTRUDE P. SAB-IT
2. LIDA S. TUPENG
3. MS. LAURIE F. PANGDA
4. MR. FERDINAND SAPALONG

Section 2. **Roles and Responsibilities:** The roles and responsibilities of the LGU GFPS in accordance with the MCW-IRR and JMC No. 2013-01 of the PCW, DILG, DBM and NEDA are hereby adopted as follows, to wit;

a. The Executive Committee:

- i. Provide policy advise 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 the result 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 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 group 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 PPAs or individuals who have made exemplary contributions to GAD.

b. The Technical Working Group:

- i. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budget process;
- ii. Formulate the LGU GPB in response to the gender gaps and issues faced by their constituents including 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 and Development Office on the development and implementation of a capacity development program on GAD for its employees, as necessary;



- iv. Coordinate with the various units/offices of the LGU and ensure their meaningful participation in strategic and annual planning exercise 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 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 the LGU GAD ARs and other GAD-related reports; and
- viii. Provide regular updates and recommendations to the LCE or GFPS Executive Committee regarding GFPS' activities and the progress of the LGU in gender mainstreaming based on the feedback and reports of concerned LGU office/units, stakeholders and constituents.

c. The Secretariat:

- i. The GFPS Secretariat shall assist the GFPS Executive Committee and Technical Working Group in the performance of their roles and responsibilities, specifically on the provision of administrative and logistical services, preparation of meeting agenda, notification of members three days prior to a scheduled meeting, and documentation of GFPS' meetings and related GAD activities.

Section 3. **Meetings.** The LGU GFPS Executive Committee including the TWG shall meet regularly every quarter. Emergency or special meetings may be called upon by the Chairperson or upon request by any of its members when necessity arises.

Section 4. **Repealing Clause.** All Administrative Orders inconsistent with this Administrative Order or provisions hereof are hereby repealed and modified accordingly.

Section 5. **Effectivity.** This Administrative Order shall take effect immediately upon approval.

**DONE** this 10<sup>th</sup> day of April, 2017 at Itogon, Benguet Province.

  
**ATTY. VICTORIO T. PALANGDAN**  
Municipal Mayor