



OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NO. 8 Series of 2024

AN EXECUTIVE ORDER REORGANIZING THE COMPOSITION OF THE PROVINCIAL GENDER AND DEVELOPMENT FOCAL POINT SYSTEM

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, Section 37(A) of the Implementing Rules and Regulations (IRR) of the Magna Carta of Women (MCW) requires all government departments including their attached agencies, offices, bureaus, SUCs, GOCCs, LGUs, and other government instrumentalities to strengthen their GAD Focal Point System (GFPS) or establish a similar GAD mechanism to catalyze and accelerate gender mainstreaming within the agency or LGU.

WHEREAS, PCW-DILG-DBM-NEDA JMC 2013-01, as amended by JMC 2016-01, sets the Guidelines on the Localization of the Magna Carta of Women.

WHEREAS, there is a need to update the composition of the Provincial Gender and Development Focal Point System (PGFPS).

NOW THEREFORE, I, HUMERLITO A. DOLOR, MPA, PH.D., by virtue of the powers vested in me as Provincial Governor by Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and other pertinent laws and issuance of the Republic of the Philippines, do hereby promulgate this Executive Order, as follows:

SECTION 1. Composition. The Provincial Gender and Development (GAD) Focal Point System (PGFPS) is hereby reorganized to be composed of the following:

SECTION 1A. EXECUTIVE COMMITTEE

Chairperson : GOVERNOR HUMERLITO A. DOLOR, MPA, PH.D.

Vice-Chairperson : MS. ZARAH C. MAGBOO, RSW, MSSW
Provincial Social Welfare and Development Officer

Members : BOARD MEMBER ATTY. FARRAH FAY ILANO-NAVARRO
Chairperson, Sangguniang Panlalawigan (SP) Committee on Women and Gender Equality, Welfare of Children and Family Relations and Committee on Social Services, Persons with Disabilities, and Senior Citizens

BOARD MEMBER ATTY. JOMARC PHILIP E. DIMAPILIS
Chairperson, SP Committee on Health Sanitation and Population and Committee on Cooperatives, Non-Government Organizations (NGOs), People's Organization (POs) and People's Participation and Empowerment

BOARD MEMBER AHOP AGATE

Chairperson, SP Committee on Indigenous People and Ethnic Communities

BOARD MEMBER JOCELYN U. NERIA

Chairperson, SP Committee on Lower LGU Finance and Appropriations

DR. HUBBERT CHRISTOPHER A. DOLOR, MPA, MHA, PAR

Provincial Administrator

ATTY. EARL LIGORIO R. TURANO II

Provincial Legal Officer

DR. CIELO ANGELA A. ANTE FPAFP, MHA

Provincial Health Officer II

DR. GRIMALDO C. CATAPANG, DVM

Provincial Veterinarian

EnP LYDIA MUÑECA S. MELGAR

Provincial Planning and Development Coordinator

ENGR. EDYLOU B. TEJIDO

Provincial Engineer

EnP CHRISTINE M. PINE

Provincial Agriculturist

MS. MAY ANNE JOY M. YLAGAN

Provincial Budget Officer

MS. ALTHEA F. AGUTAYA

Provincial Accountant

MS. ANNABELLE M. GARDOCE

Provincial Treasurer

MS. ANNA MARIE DC. REYES

Provincial Human Resource Management Officer

MR. CAESAR A. PANGILINAN, JR., MPA, REA

Provincial Assessor

MR. DON STEPHERSON V. CALDA, Ph.D.

Provincial Tourism Officer

MR. MAXIMINO A. JUMIG, JR.

Provincial Government – Environment and Natural Resources Officer

MR. ORLANDO B. TIZON

Provincial Cooperative Development Officer

ATTY. JEAN PHEBIE G. DE MESA

Officer-in-Charge-Provincial General Services Office

MS. MARIA NENITA D. DALUPAN, MDC

Executive Assistant V/Chief of Staff, Governor's Office (GO)

MS. MA. FE A. DE LEON

Supervising Administrative Officer, GO – Public Information Services Division

MR. JUNIELO P. ALCURAN

Supervising Administrative Officer, GO – Special Concerns Division

MR. OLIVER Z. ALMEDA

Provincial Youth Development Officer

MR. FERDINAND M. FERANCULLO

Assistant Provincial Warden, GO – Provincial Detention Center Management Services Division

SECTION 2. Duties and Functions of the GAD Focal Point System. The PGFPS shall take the lead role in direction-setting, advocacy planning, monitoring, and evaluation, and technical advisory on mainstreaming GAD perspectives in the provincial programs, projects activities and processes.

1. Lead in the mainstreaming GAD perspectives in LGU policies, plans and programs. In the process, they shall ensure the assessment of the gender-responsiveness of the systems, structures, policies, programs, processes, and procedures of the LGU based on the priority needs and concerns of constituents and employees, which includes the formulation and implementation of recommendations from such assessment;
2. Assist in the formulation of new policies such as 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 sex-disaggregated data or GAD database to serve as a basis in performance-based and gender-responsive planning and budgeting;
4. Coordinate efforts from different divisions/offices/units of the LGU and advocate for the integration of GAD perspectives in all their systems and processes;
5. 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 LGU mandate and consolidate the same following the form and procedures prescribed in the PCW-DILG-DBM-NEDA JMC 2013-01. The GFPS shall likewise be responsible for submitting the consolidated GPBs of the LGU;

8. Strengthen linkages with other LGUs, concerned agencies and organizations working on women's rights and gender and development and synchronize GAD efforts at various level of local governance;
9. 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 and prioritizing the marginalized sectors;
10. Ensure that all personnel of the LGU including the planning and finance officers (e.g. accountants, budget officers, auditors) are capacitated on GAD; and
11. Recommend and plan an appropriate capacity development program on GAD for its employees which shall be a part of the regular human resource development program.

In addition to the above, the PGFPS, performing as the GFPS Executive Committee, shall exercise the following duties and functions:

1. Provide policy advice to the Local Chief Executive (LCE) to support and strengthen the GFPS and the LGU's gender mainstreaming efforts;
2. 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;
3. 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;
4. Ensure the effective and efficient implementation of the GAD PPAs and the judicious utilization of the GAD budget;
5. Build and strengthen the partnership of the LGU with concerned stakeholders such as women's groups of CSOs, national government agencies, GAD experts and other advocates in pursuit of gender mainstreaming; and
6. Recommend awards and/or incentives to recognize outstanding PPAs or individuals who have made exemplary contributions to GAD.

SECTION 3. Technical Working Group. The Technical Working Group (TWG) for the Provincial Gender and Development Focal Point System is hereby reorganized. The TWG Chair shall be elected among the TWG members in an election called for the purpose. It shall be composed of the following:

- Chairperson** : **ATTY. JEAN PHEBIE G. DE MESA**
Officer-in-Charge-Provincial General Services Office
- Members** : **DR. ANNA ROCHELLE A. BOONGALING**
Veterinary Officer IV, Provincial Veterinary Office

MS. IVY KRISTINE A. BASCO

MS. MICHELLE G. CATLY

Economist IV, Provincial Cooperative Development Office

MS. BEVERLY N. AGUILA

Supervising Administrative Officer, Provincial Administrator's Office

MS. KATE V. LANDOY

Budget Officer IV, Provincial Budget Office

MS. MAILEN B. CRUZADO

Librarian III, Sangguniang Panlalawigan

EnP MARILYN A. RAMOS

Planning Officer III, Provincial Planning and Development Office

MS. MARIA ANGELINE A. MENDOZA

Administrative Officer V, Provincial Engineer's Office

MS. ADELFA M. MERCADO

Administrative Officer V, Office of the Provincial Accountant

MS. ANGELICA S. EJE

Administrative Officer IV, Provincial Human Resource Management Office

MS. QUEENCY MAE M. CASAPAO

Administrative Officer IV, Provincial Legal Office

MS. SHERYL G. ONG

Administrative Officer IV, Provincial Assessor's Office

MR. TEODORICO A. MARAVILLA, JR.

Administrative Officer IV, GO – Public Information Services Division

MR. LORETO G. MACALINDOL

Administrative Officer IV, Provincial Treasurer's Office

MS. MARLYN L. GARING

Medical Technologist II, Provincial Health Office

MS. MARIA MARGARITA V. LOPEZ

Project Evaluation Officer II, Provincial Planning and Development Office

MS. HAZEL M. FORTUS

Social Welfare Officer II, Provincial Social Welfare and Development Office

MS. LARIZA G. METANTE

Agricultural Technologist, Provincial Agriculturist's Office

MS. ALTHEA P. GARCIA

Administrative Assistant II, Provincial Public Employment Services Office

MS. EVA S. MARAVILLA

Community Affairs Assistant I, GO – Special Concerns Division

MS. LOURDES M. MEDINA

Prison Guard I, GO – Provincial Detention Center Management Division

MS. ELLEN D. CASTILLO

Youth Development Officer I, GO – Special Concerns Division

MR. MANUEL L. GARING

Administrative Aide IV, Provincial General Services Office

MS. RACHELE M. ENRIQUEZ

Administrative Aide II, Governor's Office

SECTION 4. Functions of the Technical Working Group. The PGFPS- TWG shall perform the following duties and functions:

1. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
2. Formulate the Local Government GAD Plan and Budget in response to the gender gaps and issues faced by their constituents including their employees;
3. Assist in the capacity and competency development and provide technical assistance to the offices or units of the LGU;
4. Monitor the implementation of GAD related programs, projects, and activities and suggest corrective measures to improve their implementation;
5. Coordinate with the various units/offices of the LGU and ensure their meaningful participation in the strategic and annual planning exercise on GAD including the preparation, consolidation and submission of GPBs;
6. 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;
7. Prepare and consolidate LGU GAD Accomplishments Reports and other GAD related reports;

SECTION 5. Secretariat. The PGFPS shall have a secretariat that shall assist in the performance of its roles and responsibilities, such as:

- a) provision of administrative and logistical services;
- b) preparation of meeting agenda; and
- c) documentation of PGFPS meetings and related GAD activities.

The Secretariat for the PGFPS shall be Ms. Jannete M. Cielo and Ms. Geraldine I. Roldan of the Provincial Social Welfare and Development Office.

SECTION 6. Capacity Building. All the members of the PGFPS and the TWG shall undergo capacity building programs on Gender and Development which shall include but not limited to, Gender Sensitivity Training (GST), Gender Analysis, GAD Planning and Budgeting, Gender Audit and the use of GAD tools such as Gender Mainstreaming Evaluation Framework (GMEF), Gender Responsive LGU Ka Ba (GeRL Ka Ba) Self-Assessment Tool, Harmonized Gender and Development Guidelines (HGDG) and other succeeding GAD tools.

SECTION 7. Meetings. The PGFPS ExeCom shall hold its regular meeting once every quarter. The PGFPS- TWG shall meet as often may be necessary.

SECTION 8. Separability Clause. If any provision of this Executive Order is found to be unconstitutional or inconsistent with any national or local laws, ordinances, or resolutions, all the other provisions thereof shall remain in full force and applicable.

SECTION 9. Repealing Clause. All executive orders, rules, regulations, and other issuances, including other parts thereof inconsistent with the provisions of this Executive Order are hereby amended or repealed accordingly.

SECTION 10. Effectivity. This Executive Order shall take effect immediately upon its approval.

DONE IN THE CITY OF CALAPAN, ORIENTAL MINDORO, this 19th day of March in the Year of our Lord Two Thousand Twenty-Four.


HUMERTO A. DOLOR, MPA, Ph. D.
Provincial Governor