



**Special Order No.: 21-075  
Series of 2021**

**GAD Training on Gender Analysis and Formulation of GAD Plans and Budget for 2022**

**A. RATIONALE**

Gender Mainstreaming is a global strategy of making women’s as well as men’s concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation of policies and programs in all political, economic and societal spheres so that women and men benefit equality and inequality is not perpetuated. Hence, assessment of the implications of any planned intervention to women and men should be ensured in all areas and all levels of the planning cycle.

These strategies are adopted by the Philippine Government as inscribed in the following laws:

1. RA 7192 of 1992 (Women in Development and Nation Building Act).
2. Executive Order 273 of 1995 (Approving and Adopting the Philippine Plan for Gender-Responsive Development, 1995-2025).
3. RA 9710 (Magna Carta of Women).

Magna Carta of Women cites the initial steps towards creating an enabling environment for gender mainstreaming is the establishment of a GAD databased. The review and analysis of sex disaggregated data of internal and external clients are important as its serve as the basis for the formulation of GAD initiative. Also in the same law all governments agency are required to formulate there annual gender and developments plans and budgets and to submit the same to Philippine Commission on Women (PCW).

**B. COVERAGE**

This issuance shall apply to all members of LLFC GAD Technical Working Group and GAD Secretariat.

**C. ORDER**

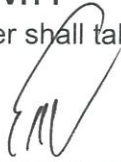
In the exigency of service, all members of the LLFC GAD Technical Working Group and GAD Secretariat as follows:

Chairperson	:	Head, Administrative Unit
Members	:	Head, Accounting Unit
		Head, Account Admin Unit – ASG
		Head, IT Unit
		RAMU, Account Officer
		Account Admin Officer – ASG
		Account Admin Officer – AMG
Secretariat	:	Administrative Specialist II
		Administrative Analyst

are required to attend the Workshop on November 3 & 4, 2021 from 8:30 AM – 3:00 PM via Team apps to be conducted by Ms. Jemelle Z. Milanes, GAD National Resource person.

**D. EFFECTIVITY**

This Order shall take effect upon the approval.



**EDWARD JOHN T. REYES**

EVP/ Officer-in-Charge



**MEMORANDUM**

**FOR** : The EVP/Officer-In-Charge  
**THRU** : The VP/Head, CSG  
**FROM** : The Head, Administrative Unit  
**SUBJECT** : GAD Training on Gender Analysis and Formulation of GAD Plans and Budget for 2022  
**DATE** : 29 October 2021

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by Gonzales  
Raizza Levasty

**BACKGROUND:**

Each year all agencies are required to submit its GAD Plans and Budget (GPB) to Philippine Commission on Women (PCW). The deadline for the submission of 2022 GPB is on November 15, 2021. In preparation for the submission of LBP Leasing and Finance Corporation's (LLFC) GPB for 2022, it is necessary to conduct the Gender Analysis using Sex-Disaggregated Data (SDD) and workshop for the formulation of FY 2022 GAD Plans and Budget. The Commission on Audit (COA) is particular on the Sex-Disaggregated Data of an agency. To do this, we need the services a GAD expert preferably a member of National GAD Resource Program.

**REQUEST:**

Approval for the engagement of Ms. Jemelle Z. Millanes for the conduct of Gender Analysis using Sex-Disaggregated Data and Formulation of FY 2022 GAD Plans and Budget Workshop for a total cost of P36,000.00 on November 3 and 4, 2021.

Should you approve, attached is the proposal from Ms. Millanes and her Resume for reference.

For consideration.

Thank you.

  
NOEL D. CALVEZ



## ACTIVITY PROPOSAL

**TITLE: Gender Analysis using Sex-Disaggregated Data and Formulation of FY 2022 GAD Plan and Budget Workshop**

**DATE: November 3-4, 2021**

### I. Rationale

Gender Mainstreaming is a global strategy of making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation of policies and programs in all political, economic, and societal spheres so that women and men benefit equally and inequality is not perpetuated. Hence, assessment of the implications of any planned intervention to women and men should be ensured in all areas and all levels of the planning cycle.

This strategy is also adopted by the Philippine Government as inscribed in the following laws:

1. RA 7192 of 1992 (Women in Development and Nation Building Act).
  - Government agencies shall ensure women benefit equally and participate directly in all development programs/projects
  - Government agencies review their own policies, programs, activities, and services and remove provisions discriminatory against women
  - Women shall enjoy equal rights and shall have the capacity to act which shall in every respect be equal to those of men under similar circumstances
2. Executive Order 273 of 1995 (Approving and Adopting the Philippine Plan for Gender-Responsive Development, 1995 – 2025).
  - Directs all government agencies and local levels to institutionalize GAD efforts by incorporating GAD concerns in planning, programming, and budgeting process;
  - GAD mainstreaming is the responsibility of the heads of concerned agencies and their respective offices... with the assistance of their GAD focal points.
3. RA 9710 (Magna Carta of Women).
  - All government agencies, offices, bureaus, instrumentalities, SUCs, GOCCs, and LGUs shall pursue the adoption of gender mainstreaming as a strategy to promote and fulfill women's human rights and eliminate gender discrimination in their systems, structures, policies, programs, processes, and procedures
  - The head of the agency shall ensure that GAD plans, programs, and activities are provided with adequate resources

According to Chapter VI, Section 37 of the Magna Carta of Women, the initial step towards creating an enabling environment for gender mainstreaming is the establishment of a GAD database. The review and analysis of sex-disaggregated data of internal and external clients are important as it serves as the basis for the formulation of GAD initiatives.



Also in the same law, all government agencies formulate their annual Gender and Development Plans and Budgets (GPB) following the conduct of gender audit and gender analysis and programs. This yearly practice aims to respond to gender gaps or issues faced by women and men employees, as well as clients and stakeholders. The GAD Plan and Budget represents the agency's initiatives in achieving gender equality and women empowerment in the organization.

On August 24, 2021, the Philippine Commission on Women issued Memorandum Circular 2021-04 on the Preparation and Online Submission of the Fiscal Year 2022 Gender and Development (GAD) Plans and Budgets. In addition to setting deadlines for submission, this circular asserts the compliance to the mandatory minimum of 5% minimum GAD Budget allocation as a requirement for PCW's review and endorsement. Hence, this process must be done in a consultative and participatory manner.

In consideration of COVID-19 restrictions, instead of the usual face-to-face modality, this activity shall be done via an online platform.

## II. Objectives

The activity aims to:

1. Orient the GFPS on gender analysis using sex-disaggregated data; and
2. Identify PAPs per GMEF assessment and possible projects and programs for attribution to GAD.

## III. Expected Outputs

1. SDD Analysis; and
2. FY 2022 Gender and Development Plan and Budget
  - a. Organizational-focused activities
  - b. Client-focused activities
  - c. Programs/projects attributable to GAD

## IV. Schedule of Activities

Day	Module and Topic/ Activity	Description/ Methodology	Responsible Person
Day 1 AM	Preliminaries		Secretariat
	Gender Analysis of Sex-disaggregated Data	GFPS will be oriented on how to conduct gender analysis using SDD	Resource Person
PM	GPB Workshop- Assessing 2021 GPB Implementation	Participants will be oriented on the PCW Memorandum Circular 2021-04 on the Guidelines on the Formulation and Online Submission of FY 2022 GAD Plan and Budget.	Resource Person
		Discussion of Challenges in the 2021 GPB submission	Resource Person with TWG
		Assessment of FY 2021 GPB	Resource Person with TWG
Day 2 AM	GPB Workshop- Review of GMEF	Discussion on GMEF results	Resource Person with TWG
		Identification of additional Organizational/Client Focused Activities	Resource Person
PM		HGDG Assessment of Programs/Projects	Resource Person with TWG



Day	Module and Topic/ Activity	Description/ Methodology	Responsible Person
	Closing Ceremonies		Secretariat

**Breakdown of Professional Fee**

Activities	Hourly Rate and No. Of Hours	Total
Preparatory work (development of materials, GMEF Assessment, preparation of PowerPoint materials)	2,000 x 4hrs	8,000
Actual conduct of activity (2days)	2,000 x 14hrs	28,000
	<b>Total</b>	<b>36,000</b>

Prepared by:

**Jemelle Z. Milanés**

Member, National GAD Resource Program