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DATE: 11/9/22
TIME:

EXECUTIVE ORDER NO. 049 - 2022

"REORGANIZING THE GENDER AND DEVELOPMENT FOCAL POINT SYSTEM IN THE MUNICIPALITY OF SANTA MARIA, BULACAN"

WHEREAS, Republic Act No. 9710, otherwise known as the Magna Carta of Women recognizes the role of women in nation building;

WHEREAS, the issuance of DILG MC No. 2013-01 explicitly emphasizes the Roles and Responsibilities of local government units as stipulated thereof;

WHEREAS, Republic Act 9710 requires the reorganization of Gender and Development (GAD) Focal Point System in all provinces, cities, municipalities and barangays;

NOW THEREFORE, I, BARTOLOME R. RAMOS, Municipal Mayor, of the Municipality of Santa Maria, Bulacan, by virtue of the powers vested in me by law, do hereby establish the following:

Section I. COMPOSITION – **EXECUTIVE COMMITTEE (EXECOM)** of the Gender and Development Focal Point System in the Municipality shall be composed of the following:

Chairman:	**BARTOLOME R. RAMOS** Municipal Mayor
Alternate:	**ELMER B. CLEMENTE** Executive Assistant II
Technical Adviser:	**JAYFIE P. NASARRO** Local Government Operations Officer
Members:	**CARL GERARD CASTILLO** Chairman, Committee on Women and Gender Equality
	MARISA T. TUAZON SB Chairman Committee on Finance, Budget and Appropriation
	RODELIO A. BERNARDO Municipal Planning and Development Coordinator
	MANUELA P. DEL ROSARIO Municipal Budget Officer
	MA. CONSUELO G. FELICIANO Designated Municipal Health Officer

SANDRA E. FABI
Municipal Social Welfare and Development Officer

ROMMEL Z. ENRIQUEZ
Municipal Environment and Natural Resources Officer

ELVIE N. CRUZ
Head, Public Employment Services Office

HILARIO C. VILLACORTE
President, Liga ng mga Barangay

LEONORA V. BERGADO
DepEd District Supervisor

JERRY ZALON
President, Persons with Disabilities

ELSIE S. YAP
CSO Representative-Rotary Club of Mutya ng Santa Maria, Inc.

PSMS. EVELYN G. YASAY
Representative, PNP Women's Desk

Section II. EXECOM ROLES AND RESPONSIBILITIES – As mandated by the Act, the EXECOM GAD Focal Point System shall have the following roles and responsibilities:

1. Provide policy advice to the 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 or CSOs, national government agencies, GAD experts and advocates, among others in pursuit of gender mainstreaming;
6. Recommend awards and/or incentives to recognize outstanding GAD PPAs or individuals who have made exemplary contributions to GAD.

Section III. COMPOSITION – THE TECHNICAL WORKING GROUP (TWG) of the Gender and Development Focal Point System in the Municipality shall be composed of the following:

Chairman: **SANDRA E. FABI**
Municipal Social Welfare and Development Officer

Members: **RODELIO A. BERNARDO**
Municipal Planning and Development Coordinator

MANUELA P. DEL ROSARIO
Municipal Budget Officer

ALELIE B. RAMOS
Municipal Treasurer

MA. CONSUELO G. FELICIANO
Designated Municipal Health Officer

ELIZABETH B. MENDOZA
Municipal Accountant

ROMMEL Z. ENRIQUEZ
Municipal Environment and Natural Resources Officer

ARNEL M. GARCIA
Municipal Agriculturist

PRIMO F. SANTOS
Human Resource Management Officer

ELVIE N. CRUZ
Head, Public Employment Services Office

JERRY ZALON
President, Persons with Disabilities

Section IV. TWG ROLES AND RESPONSIBILITIES:

1. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
2. Formulate the LGU GPB in response to the gender gaps and issues faced by their GPB are their meaningful participation in strategic and annual planning exercises on GAD including the constituents including their women and men employees;
3. Assist in the competency development of and provide technical assistance to the offices in the LGU;

4. Coordinate with the various offices and ensure the meaningful participation in strategic and annual planning on GAD including the preparation, consolidation and submission of GPBs;
5. 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;
6. Monitor the implementation of GAD related PPAs and suggest corrective measures to improve their implementations;
7. Prepare and consolidate LGU GAD ARs and other GAD related reports; and
8. Provide regular updates and recommendations to the LCE or GFPS EXECOM regarding GFPS activities and the progress of the LGU in gender mainstreaming.

Section V. COMPOSITION – THE MONITORING AND EVALUATION TEAM (M&E Team) of the Gender and Development Focal Point System in the Municipality shall be composed of the following:

Members:

SANDRA E. FABI
Municipal Social Welfare and Development Officer

ELMER B. CLEMENTE
Executive Assistant II concurrent Municipal Administrator

RODELIO A. BERNARDO
Municipal Planning and Development Coordinator

MANUELA P. DEL ROSARIO
Municipal Budget Officer

PRIMO F. SANTOS JR.
HRMO

JAYFIE P. NASARRO
Local Government Operations Officer

MARINA C. VIRGILIO
CSO Representative
Konsehong Pambayan Para sa Kababaihan (KPK) Santa Maria Bulacan Inc.

LEONORA V. BERGADO
DepEd District Supervisor

Section VI. THE MONITORING AND EVALUATION TEAM ROLES AND RESPONSIBILITIES:

1. Shall invite the concerned implementing office or unit of the GAD PPAs during the monitoring and evaluation period;
2. Shall monitor the implementation of the annual GPB and assess the status of the LGU's institutional mechanisms on gender mainstreaming annually;
3. Shall evaluate the outcomes of the LGU GAD policies, programs and projects and submit a GAD Evaluation Report to the DLG 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.

Section VII. The GFPS Secretariat – The Municipal Social Welfare and Development Office (MSWDO) is designated as GFPS Secretariat who 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.

All existing orders, memoranda, circulars inconsistent with this are hereby superseded and revoked.

Section VIII. Meetings. The Gender and Development Focal Point System in the Municipality shall meet regularly once every first week of the first month of every quarter on a date and place to be determined by the body. The Chairperson may convene special meetings as may be necessary.

Section IX. Effectivity. This order shall take effect immediately.

Issued this 8th day of November 2022 here at the Municipal Hall of Santa Maria, Bulacan.

BARTOLOME R. RAMOS
Municipal Mayor