The MIMAROPA Regional Gender and Development Committee (RGADC) recognizes the need to map and profile the established GAD mechanisms and to maintain an inventory of GAD policies in order to accelerate gender mainstreaming in the region. Kindly accomplish this questionnaire thoroughly for the Committee to have a complete and updated data to assess the GAD mainstreaming efforts in the region and to provide the necessary technical assistance to its agency and local government unit (LGU) members.

INSTRUCTIONS

1. The duly authorized personnel of the agency/institution must fill out this form.
2. Do not leave any fields blank.
3. Write N/A for items that are not applicable.

GLOSSARY OF TERMS

**Gender and Development Accomplishment Report (GAD AR)** - an annual accomplishment report on the implementation of programs, projects and activities to address gender issues.

**Gender and Development (GAD) Agenda** - refers to the agency’s strategic framework and plan for gender mainstreaming and achieving gender equality and women's empowerment outcomes.

**Gender and Development (GAD) Code** - a local legislation that consolidates local ordinances related to women and gender equality and that guides agency/institution in identifying local policies, plans, and programs to address gender issues.

**Gender and Development (GAD) Database** - an organized GAD information and data stored in a computer system.

**Gender and Development (GAD) Focal Point Systems (GFPS)** - one of the institutional mechanisms that will ensure gender mainstreaming in government offices, its attached agencies and LGUs.

**Gender and Development (GAD) Plan and Budget** - a systematically designed set of programs, activities, and projects with clear objectives for addressing gender issues carried out by the agency/institution over a given period of time. It is an integral part of the agency’s/institution’s annual development plan.

Contact Information in case of questions in accomplishing/completing the form:

Mr. Emerson Kim J. Lineses
RGADC Secretary and Chief of Development Research Division, NEDA MIMAROPA
drdneda4b@gmail.com

Date Collection and Treatment

Collected information through this form shall be treated with utmost confidentiality. Disclosure of any information other than for the purpose of profiling and inventory for GAD policies shall not be made. Storage of the said information shall be subject to the provisions of Data Privacy Act of 2012.
### I. GENERAL INFORMATION

**Type of Agency/Office:** (Please check.)

- [ ] National Government Agency (NGA)
- [ ] Regional Line Agency (RLA)
- [ ] State Universities and Colleges (SUC)
- [ ] Government-Owned and Controlled Corporation (GOCC)
- [ ] Local Government Unit (LGU)
  - [ ] Provincial
  - [ ] City
  - [ ] Municipal

**Name of Agency/Institution:**

Department of Social Welfare and Development - MIMAROPA

**Complete Address:**

1680 F.T. Benitez St. cor. Gen. Malvar, Malate, Manila

**Telephone Number:**

5336-8107

**Fax Number:**

E-mail Address:

fo4b@dswd.gov.ph

**Name of Agency Head/Local Chief Executive:**

FERNANDO R. DE VILLA JR., CESO III

**Sex:**

- [ ] Female
- [ ] Male

### II. GAD PLANS AND BUDGET (GPB) AND GAD ACCOMPLISHMENT REPORT (AR)

1. **Does your agency/office prepare and implement annual GAD Plan and Budget (GPB)?**

   - [ ] Yes
   - [ ] No. Why not? 

2. **What is the status of the agency/office GPB submission in the previous years?**

   (Please check the box that corresponds to your answer)

<table>
<thead>
<tr>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Endorsed</td>
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<tr>
<td>Under review for approval</td>
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<tr>
<td>Not submitted</td>
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</tbody>
</table>

3. **What are the common issues you encountered in the preparation of your GPB? Please specify.**

   In light of the COVID 19 pandemic, some of the activities and projects in relation to Gender and Development has been postponed thus necessary revisions and amendment has been made to adapt to the changes. Majority of the Pantawid GAD Activities were conducted through fund augmentation from partner LGUs and savings from the different programs/divisions thus the need to find fund which can GAD be attributed.

4. **What are the common issues you encountered in the submission of your GPB? Please specify.**

   No feedback received from the concerned Bureau regarding the submission. The feedback shall then be used to improve GAD budgeting in the Office.

5. **Does your agency/office monitor the implementation of your GAD Plan?**

   - [ ] Yes
   - [ ] No. Why not? 

6. **Does your agency prepare/submit your GAD AR?**

   - [ ] Yes
   - [ ] No. Why not? 

Page 2 of 13
7. What is the status of your agency/office GAD AR submission in the previous years?

<table>
<thead>
<tr>
<th>GAD AR Accepted?</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accepted</td>
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<td>Under review for approval</td>
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<tr>
<td>Not submitted</td>
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</tbody>
</table>

8. What are the common issues you encountered in the preparation of the agency’s/office’s GAD AR? Please specify.

- Not 100% of programs and services databases provide sex-disaggregated data of their served clients. The templates and databases used by programs like SLP, SFP, and SocPen still do not reflect the SDD, hence it is recommended to review existing templates and forms for possible enhancements in order to ensure that SDD is being monitored and captured in reports.

9. What are the common issues you encountered in the submission of your agency’s/office’s GAD AR? Please specify.

- No feedback received from the concerned Bureau regarding the submission. The feedback shall then be used to improve and enhancement of GAD Accomplishment Report.

### III. GAD CODE AND AGENDA

**For LGUs**

1. Does your LGU have a GAD Code?
   - Yes
   - No

   If yes, when was the GAD Code approved?
   - Yes
   - No

   If no, do you have any plans indicated in the current GPB regarding formulation of GAD Code?
   - Yes
   - No

2. Does your LGU have GAD Agenda?
   - Yes
   - No

   If yes, when was the GAD Agenda approved?
   - Yes
   - No

   If no, do you have any plans indicated in the current GPB regarding formulation of GAD Agenda?
   - Yes
   - No

**For RLAs, SUCs, and GOCCs**

3. Does your agency/office have GAD Agenda?
   - Yes
   - No

   If yes, when was the GAD Agenda approved?
   - Yes
   - No

   If no, do you have any plans indicated in the current GPB regarding formulation of GAD Agenda?
   - Yes
   - No

### IV. GAD FOCAL POINT SYSTEM (GFPS)

1. Does your agency/office have GFPS?
   - Yes. If yes, please specify the date when the GFPS was created: 2012 thru the issuance of Special Order 2291
   - No.

2. Have you recently reconstituted your GFPS?
   - Yes. If yes, please specify what the basis for reconstitution is: Amendment of the members and change of Chairpersonship. The technical roles and functions have been retained
   - No.

3. For LGUs, do you have a GAD office?
   - A GAD Office is an office or unit within an LGU that is tasked to coordinate, plan, and monitor gender mainstreaming activities in the LGU. An LGU may establish a GAD Office depending on its needs, capacity, and resources. Once established, the GAD Office shall be under the office of the LCE.
   - Yes. If yes, please specify the date when the GAD office was established: ____________
   - No.
4. Profile of GFPS members (Use additional sheet/s if necessary.)

<table>
<thead>
<tr>
<th>Name of the GFPS Officers and Members</th>
<th>Sex</th>
<th>Position in the agency and Division/Unit/Section</th>
<th>No. of Years Holding the Designation in GFPS</th>
<th>GAD-Related Trainings Attended in the Last Three Years</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Executive Committee</strong></td>
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<td>a. Orientation on Basic GAD concepts</td>
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<td>b. Gender Sensitivity Training</td>
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<td>c. Gender Analysis Training</td>
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<td>d. Training on the Use of Analysis Tools</td>
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<td>e. GAD Planning and Budgeting</td>
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<td>f. Training Orientation on Gender Mainstreaming</td>
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<td>g. Other related GAD trainings attended. Please specify:</td>
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<tr>
<td>Technical Working Group</td>
<td>Name</td>
<td>Gender</td>
<td>Position</td>
<td>Years</td>
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</tr>
<tr>
<td>Purificacion R. Arriola</td>
<td>Female</td>
<td>SWO V – DSWD RGAD-TWG Chairperson/Assistant Regional Director for Operations</td>
<td>1 year</td>
<td>a. Orientation on Basic GAD concepts b. Gender Sensitivity Training c. Gender Analysis Training d. Training on the Use of Analysis Tools e. GAD Planning and Budgeting f. Training Orientation on Gender Mainstreaming g. Other related GAD trainings attended. Please specify:</td>
</tr>
<tr>
<td>Angelique Lorraine Sumera</td>
<td>Female</td>
<td>PDO II – GAD Focal Pantawid Pamilyang Pilipino Program</td>
<td>2 years</td>
<td>h. Orientation on Basic GAD concepts i. Gender Sensitivity Training j. Gender Analysis Training k. Training on the Use of Analysis Tools l. GAD Planning and Budgeting m. Training Orientation on Gender Mainstreaming n. Other related GAD trainings attended. Please specify:</td>
</tr>
<tr>
<td>Geneliza Q. Gabilan</td>
<td>Female</td>
<td>SWO IV - OIC Division Chief/Disaster Response Management Division</td>
<td>4 years</td>
<td>a. Orientation on Basic GAD concepts b. Gender Sensitivity Training c. Gender Analysis Training d. Training on the Use of Analysis Tools e. GAD Planning and Budgeting f. Training Orientation on Gender Mainstreaming g. Other related GAD trainings attended. Please specify:</td>
</tr>
<tr>
<td>Name</td>
<td>Gender</td>
<td>Division/Unit</td>
<td>Years</td>
<td>Additional Details</td>
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</tbody>
</table>
| Jacqueline C. Duma      | Female | SWO II - Promotive Service Division - KALAHI CIDSS | 3     | a. Orientation on Basic GAD concepts  
|                         |        |                                                   |       | b. Gender Sensitivity Training  
|                         |        |                                                   |       | c. Gender Analysis Training  
|                         |        |                                                   |       | d. Training on the Use of Analysis Tools  
|                         |        |                                                   |       | e. GAD Planning and Budgeting  
|                         |        |                                                   |       | f. Training Orientation on Gender Mainstreaming  
|                         |        |                                                   |       | g. Other related GAD trainings attended  
|                         |        |                                                   |       | Please specify:                                                                    |
| Monina D. Pechon        | Female | SWO II - PSD- MYC                                 | 2     | a. Orientation on Basic GAD concepts  
|                         |        |                                                   |       | b. Gender Sensitivity Training  
|                         |        |                                                   |       | c. Gender Analysis Training  
|                         |        |                                                   |       | d. Training on the Use of Analysis Tools  
|                         |        |                                                   |       | e. GAD Planning and Budgeting  
|                         |        |                                                   |       | f. Training Orientation on Gender Mainstreaming  
|                         |        |                                                   |       | g. Other related GAD trainings attended  
|                         |        |                                                   |       | Please specify:                                                                    |
| Maricel F. De la Vega-Urdas | Female | SWO III - Protective Services Division (PSD)       | 3     | a. Orientation on Basic GAD concepts  
|                         |        |                                                   |       | b. Gender Sensitivity Training  
|                         |        |                                                   |       | c. Gender Analysis Training  
|                         |        |                                                   |       | d. Training on the Use of Analysis Tools  
|                         |        |                                                   |       | e. GAD Planning and Budgeting  
|                         |        |                                                   |       | f. Training Orientation on Gender Mainstreaming  
|                         |        |                                                   |       | g. Other related GAD trainings attended  
|                         |        |                                                   |       | Please specify:                                                                    |
| Josephine B. Macalagay   | Female | SWO III - Social Technology Unit                  | 7     | a. Orientation on Basic GAD concepts  
|                         |        |                                                   |       | b. Gender Sensitivity Training  
|                         |        |                                                   |       | c. Gender Analysis Training  
|                         |        |                                                   |       | d. Training on the Use of Analysis Tools  
|                         |        |                                                   |       | e. GAD Planning and Budgeting  
|                         |        |                                                   |       | f. Training Orientation on Gender Mainstreaming  

Page 6 of 13
<table>
<thead>
<tr>
<th>Name</th>
<th>Gender</th>
<th>Position</th>
<th>Years</th>
<th>Trainings</th>
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<tr>
<td>Harvy Calabio</td>
<td>Male</td>
<td>AO V – Administrative Division</td>
<td>3</td>
<td>a. Orientation on Basic GAD concepts</td>
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<td>b. Gender Sensitivity Training</td>
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<td>d. Training on the Use of Analysis Tools</td>
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<td>e. GAD Planning and Budgeting</td>
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<td>f. Training Orientation on Gender Mainstreaming</td>
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<td>g. Other related GAD trainings attended. Please specify:</td>
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<tr>
<td>Marites Pones</td>
<td>Female</td>
<td>PDO II – Sustainable Livelihood Program</td>
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<td>a. Orientation on Basic GAD concepts</td>
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<td>c. Gender Analysis Training</td>
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<td>d. Training on the Use of Analysis Tools</td>
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<td>e. GAD Planning and Budgeting</td>
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<td>f. Training Orientation on Gender Mainstreaming</td>
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<td>g. Other related GAD trainings attended. Please specify:</td>
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<td>h. Orientation on Basic GAD concepts</td>
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<td>i. Gender Sensitivity Training</td>
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<td>j. Gender Analysis Training</td>
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<td>k. Training on the Use of Analysis Tools</td>
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<td>l. GAD Planning and Budgeting</td>
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<td>m. Training Orientation on Gender Mainstreaming</td>
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<td>Name</td>
<td>Gender</td>
<td>Position</td>
<td>Years</td>
<td>Other related GAD trainings attended. Please specify:</td>
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</tr>
<tr>
<td>Herbert Rodrigo</td>
<td>Male</td>
<td>AO V – Finance Management Division</td>
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<td>a. Orientation on Basic GAD concepts</td>
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<tr>
<td>Secretariat</td>
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<tr>
<td>Laurenz Edward C. Catangay</td>
<td>Male</td>
<td>PLO I – Policy and Plans Division</td>
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<td>a. Orientation on Basic GAD concepts</td>
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<td>b. Gender Sensitivity Training</td>
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<td>c. Gender Analysis Training</td>
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<td>d. Training on the Use of Analysis Tools</td>
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<td>f. Training Orientation on Gender Mainstreaming</td>
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<td>g. Other related GAD trainings attended. Please specify:</td>
</tr>
<tr>
<td>Roselle G. Hermano</td>
<td>Female</td>
<td>PLO III – Policy and Plans Division</td>
<td>1</td>
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<td>f. Training Orientation on Gender Mainstreaming</td>
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</table>
5. What is the level of your GFPS functionality?

<table>
<thead>
<tr>
<th></th>
<th>a. Established</th>
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<tbody>
<tr>
<td></td>
<td>b. Functional</td>
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<td></td>
<td>c. Fully functional</td>
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</table>
V. GAD DATABASE

1. Does your agency/office have a GAD database?
   - Yes.
   - No. If No, why not? ___________________________________________________

2. What type of database does your agency/office maintain? Please specify. Use additional sheet if necessary.

<table>
<thead>
<tr>
<th>Database</th>
<th>Are the data disaggregated by sex?</th>
<th>Sample data or indicators (i.e., average family income of household head by sex)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Gender Based Violence Database</td>
<td>NO</td>
<td>No. of consolidated reports across the region</td>
</tr>
<tr>
<td>2. Program Implementation and Management System</td>
<td>NO</td>
<td>No. of women employed</td>
</tr>
<tr>
<td>3. Geo-tagging Web App</td>
<td>NO</td>
<td>Number of women leadership position</td>
</tr>
<tr>
<td>4. Harmonized Planning, Monitoring and Evaluation System</td>
<td>NO</td>
<td>Number of minors travelling abroad issued with travel clearance</td>
</tr>
</tbody>
</table>

3. Does your agency/office use these data as basis for gender-responsive planning, programming, and policy formulation?
   - Yes.
   - No. If no, what are your agency’s/office’s bases for planning, programming, and policy formulation? ____________________________________________________________

4. Does your agency/office use or apply gender analysis tools in identifying gender issues, conduct of sector specific analysis, planning and monitoring and evaluating programs, activities and projects (PAPs) and in developing policies?
   - Yes. Please check Gender Analysis (GA) tools that your agency/office has used or applied.
     - Gender Roles Framework/ Triple Roles Framework
     - 24-hour profile (gender-based activity profile)/ Histogram/ Timeline
     - Access and Control Matrix
     - Resource & Benefits Profile/ Resource Analysis
     - Social Relations Framework & Social Mapping
Practical/Strategic Gender Needs
- Gender Equality and Women’s Empowerment Framework (GEWEF)
- Harmonized Gender & Development Guideline (HGDG)
- Gender-Responsive LGU Ka Ba? (GeRLKa Ba?)
- Gender Mainstreaming and Evaluation Framework (GMEF)
- Participatory Gender Audit
- Gender Impact Assessment
- Others, please specify. ___________________________________________________________

No. What tools do you use? ____________________________________________________________

VI. EXISTING GAD POLICIES

1. Does your agency/office have the following GAD-related policies?
   (*a. resolutions, b. ordinances, and c. special orders.)

Please check all that applies and attach a copy of each GAD-related policy.

| GAD-Related Policies                                      | Full Title of Policy                                                                 | Date of Enactment | Date of Implementation | Type of Policy*
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Creation and/or Strengthening of the GFPS</td>
<td>AO 5, s.2012 DSWD Guidelines on Gender and Development (GAD) Mainstreaming</td>
<td>2012</td>
<td>2012</td>
<td>Administrative Order</td>
</tr>
<tr>
<td></td>
<td>AO 012, s.2012 Reconstitution of the Field Office GAD Technical Working Group (TWG)</td>
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<td></td>
<td>Special Order</td>
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<tr>
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<td>as an Addendum to AO No. 15 “DSWD Guidelines on Gender and Development (GAD)</td>
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<td></td>
<td>Mainstreaming”</td>
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<td>Composition of Field Office MIMAROPA TWG on GAD</td>
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<td>Creation of Committee on Decorum and Investigation (CODI) for Sexual Harassment Cases</td>
<td>Regional Special Order No. 245 s. 2021 and No. 0058 s. 2021 of Committee on Decorum and</td>
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<td>2020</td>
<td>Special Order</td>
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<td>Code</td>
<td>Policy or Code Description</td>
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<td>AO 005, s.2012 DSWD Guidelines on Gender and Development (GAD) Mainstreaming</td>
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<td>Guidelines on the Institutionalization of Gender Responsive Case Management (GRCM) as a</td>
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<td>practice Model in Handling Violence Against Women (VAW) cases</td>
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<td>Regional Special Order No. 245 s. 2020 &amp; 0058 s. 2021 Amendment on the membership of the</td>
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<td>MC 007, s.2011 Gender Mainstreaming in the KALAHI-CIDSS Project</td>
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<td>Memorandum Circular</td>
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<td>Adoption of CSC MC No. 12 s. 2005</td>
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<td>Memorandum Circular</td>
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2. Does your agency/office have other GAD-related policies that were not mentioned in the list above?
Yes. If Yes, please specify the details in the table below: (Please attach copy/ies.)

<table>
<thead>
<tr>
<th>Other GAD-Related Policies</th>
<th>Full Title of Policy (if any)</th>
<th>Date of Enactment</th>
<th>Date of Implementation</th>
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<td>GAD Agenda</td>
<td>AO 019, s. 2020: Adopting the Department of Social Welfare and Development (DSWD) Gender and Development (GAD) Agenda 2020-2025</td>
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None.

Accomplished by: JOSEPHINE B. MACALAGAY  
Date Accomplished: August 4, 2021

Office: Department of Social Welfare and Development  
Position/Designation: Social Welfare Officer III

Sex: [ ] Female  
[ ] Male  
Telephone/Mobile Number:  
E-mail Address: jbmacalagay@dswd.gov.ph

Certified and Endorsed By:  
Date: 2021.08.13 07:44:27 +08’00’
FERNANDO H. DE VILLA JR., CESO III

By submitting this profile form, it is understood that the individuals mentioned in this form have already provided their consent to share their information with the RGADC and are aware of their rights as data subjects in accordance to Republic Act 10173 or the Data Privacy Act of 2012.