



MEMORANDUM CIRCULAR NO. 2016-05

TO: All Heads of Executive Departments, Agencies, Bureaus, Offices, State Universities and Colleges (SUCs), Government Owned and/or Controlled Corporations (GOCCs), Legislative and Judiciary Branches, Constitutional Bodies, Other Government Instrumentalities and All Others Concerned

SUBJECT: **Preparation and Online Submission of FY 2018 Gender and Development (GAD) Plans and Budgets and FY 2016 GAD Accomplishment Reports and Other Matters**

DATE: 30 September 2016

1.0 Preparation and Submission of FY 2018 GAD Plans and Budgets (GPBs) and FY 2016 GAD Accomplishment Reports (GAD ARs)

- 1.1. In accordance with Section 36 of the Magna Carta of Women (MCW) and the guidelines set under Joint Circular 2012-01 issued by the Philippine Commission on Women (PCW), the National Economic and Development Authority (NEDA) and the Department of Budget and Management (DBM), the PCW calls on all government agencies for the early preparation and submission of their FY 2018 GPB and FY 2016 GAD AR.
- 1.2. In the preparation and submission of the FY 2018 GPB and FY 2016 GAD AR, agencies shall observe the following:
- 1.3. Gender Issues and GAD Mandates
 - 1.3.1. The gender issues/GAD mandates and corresponding GAD programs, activities and projects (PAPs) to be included in the GPB should be within the context of the agency's mandates. In identifying gender issues and corresponding GAD PAPs, agencies shall include those that directly respond to mandates provided in relevant provisions of the MCW, the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), the Beijing Platform for Action (BPfA), the Sustainable Development Goals (SDGs), the Philippine Plan for Gender-Responsive Development (PPGD), 1995-2025, and other gender- or women-focused laws, policies and plans of government.
 - 1.3.2. For member agencies of the National Steering Committee on Women, Peace and Security (NSCWPS) and implementing agencies of the *Payapa at Masaganang Pamayanan* (PAMANA) program, in addition to the guidelines provided under PCW-NEDA-DBM Joint Circular 2012-01,

the preparation of their GPBs and GAD ARs shall also be guided by the PCW-OPAPP Joint Circular 2014-01 on the integration of women, peace and security PAPs in the GPB.

1.4. Process of Submission, Review and Endorsement

- 1.4.1. To streamline the process of review and endorsement of GPBs, all line departments, constitutional bodies, judicial and legislative bodies, national government agencies and government-owned and/or – controlled corporations (GOCCs) shall submit their GPBs and GAD ARs directly to PCW. GPBs and GAD ARs of attached agencies/bureaus/GOCCs shall also be directly submitted to PCW and will no longer be reviewed by the Gender and Development Focal Point System (GFPS) of their respective line departments.
- 1.4.2. Agencies may opt to submit a consolidated GPB or separate GPBs per region as provided under Section 8.4 of PCW-NEDA-DBM Joint Circular 2012-01. Plans and programs of lower constituent units (i.e., district and field offices) should be integrated either in the agency consolidated GPB or in the regional GPB. In the case of Department of Health (DOH)-Retained Hospitals and Treatment and Rehabilitation Centers, for instance, their GAD issues and corresponding PAPs shall be integrated either in the GPB of the DOH regional office to which they are under or in the DOH consolidated GPB.
- 1.4.3. In case the agency chooses to submit separate GPBs by region, the GPBs and GAD ARs of regional offices shall first be submitted to and reviewed by the GAD Focal Point System (GFPS) of the central office. The review shall focus on the alignment of the GPB with the overall GAD agenda/framework set by the central office, as well as the correctness or alignment of entries in each column of the GPB. Once the GPB and GAD AR are acceptable, these shall be submitted by the central office to PCW for review and endorsement.
- 1.4.4. In the case of state universities and colleges (SUCs), their GPBs shall be submitted to and reviewed by the regional offices of the Commission on Higher Education (CHED) following the parameters set under item A.5. Once the GPB and GAD AR are acceptable to the CHED regional office, these shall be submitted by the CHED regional office to PCW for review and endorsement.
- 1.4.5. In the case of line agencies under the Autonomous Region in Muslim Mindanao (ARMM), their GPBs shall be submitted to the Regional Commission on Bangsamoro Women (RCBW) for review and consolidation. Afterwards, the RCBW shall submit the GPBs to the Office of the Regional Governor for approval and submission to PCW for its endorsement to DBM. For further details, please refer to Section C.6 of the PCW-DILG-DBM-NEDA Joint Memorandum Circular (JMC) 2013-01, as amended by JMC 2016-01.

