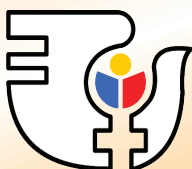


GAD CODE GUIDELINES

Guidelines on the Formulation, Implementation,
Monitoring and Evaluation of a
Gender and Development (GAD) Code



OFFICE OF THE PRESIDENT
Philippine Commission on Women

WRITE US. SEND COMMENTS, FEEDBACK
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Office of the President
PHILIPPINE COMMISSION ON WOMEN
1145 J.P. Laurel Street, San Miguel, Manila
Tel.Nos.: (632) 735-4767; 735-1654
Fax No. (632) 736-4449
Email: edo@pcw.gov.ph
Website: <http://www.pcw.gov.ph>

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OFFICE OF THE PRESIDENT
Philippine Commission on Women

**Guidelines on the Formulation,
Implementation, Monitoring
and Evaluation of a
Gender and Development (GAD) Code**

Published by the:

**OFFICE OF THE PRESIDENT
Philippine Commission on Women**

with support from the

Canadian International Development Agency (CIDA)

through the

***Gender-Responsive Economic Actions for the
Transformation of Women (GREAT Women Project)
and the United Nations Population Fund (UNFPA)***

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First Edition 2013.

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PCW acknowledges the substantive contributions of the Department of Interior and Local Government-Bureau of Local Government Development (DILG-BLGD) in writing this reference material. It recognizes the collective effort of its staff from the Technical Services Division, with inputs from the Monitoring and Evaluation Division, Policy Development and Advocacy Division and Executive Support Group in drafting and finalizing the copy for the print.

**Guidelines on the Formulation,
Implementation, Monitoring
and Evaluation of a
Gender and Development (GAD) Code**

FOREWORD

The Philippines has made significant progress in promoting women's empowerment and gender equality in the country as evidenced by positive scores on global gender equality indices. There are also new laws and policies in place and government is showing signs of increasing commitment to addressing gender issues. However, much remains to be done to ensure that these developments are actually felt and that they really make a difference in the lives of every Filipino woman and man.

In August 2009, the nation took a big step forward with the passage of RA 9710 or the Magna Carta of Women (MCW), a comprehensive women's human rights law. The law seeks to eliminate discrimination against women by recognizing, protecting, fulfilling, and promoting the fundamental rights of Filipino women as expounded by the United Nations Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW).

The MCW reinvigorates what is already a strong national policy framework on women and gender equality. However, these national policies on gender and development have not been fully implemented at the local level. Thus, the MCW's requirement to the local government units in ensuring that the Philippine laws on women and gender equality are translated and fulfilled at the local level is a strong impetus for the development of a GAD Code. The MCW calls on various stakeholders, particularly the LGUs to "develop and pass a GAD Code based on the gender issues and concerns in their respective localities... and on the women's empowerment and gender equality agenda of the government" (Section 36a).

FOREWORD

The importance of a GAD Code

A GAD Code is a local legislation that consolidates local ordinances related to women and gender equality and which guides LGUs in identifying local policies, plans and programs to address gender issues. The GAD Code integrates or is aligned to gender-related national laws and international conventions.

To date, there have been exemplary stories on the significance of codifying local laws on women. Davao City was the first LGU to adopt a comprehensive Women Code in the Philippines through the initiative of women's groups. The Code has become a rallying point for the community women and a benchmark for authorities in making sure that LGU programs and projects are gender-responsive. In other LGUs, the GAD Code has helped in harnessing different stakeholders, in ensuring sustainability of efforts despite frequent change in local administration, and in bringing forward innovative programs and services for women. These experiences affirm how a GAD Code, with a strongly committed local government, a vigilant civil society and an actively engaged private sector, can greatly help advance women's empowerment and gender equality in the locality.

The purpose of this handbook

Cognizant of the increasingly critical role of the local government units play in the realization of the Magna Carta of Women, the Philippine Commission on Women dedicates this "Guidelines on the Formulation, Implementation, Monitoring and Evaluation of a Gender and Development (GAD) Code" to our LGUs, Governors, Mayors, Vice-governors, Vice-mayors, all others who have led the way in legislating a GAD Code and to those who have consistently adhered to the cause of gender equality and women's empowerment as a vital element in local development is a strong indication of gender responsive local governance.

FOREWORD

This handbook includes the Philippine Commission on Women's Memorandum Circular No. 2009-1 (Guidelines on the Formulation, Implementation, Monitoring and Evaluation of a Gender and Development Code). It consists of 6 parts: 1) Essential Elements of a GAD Code; 2) Recommended Process of GAD Code Formulation; 3) Organizing the GAD Code; 4) GAD-related Mandates and Frameworks; 5) Use of Gender-fair Language; and 6) Glossary of GAD Terms, GAD Principles, GAD Concepts, and GAD Mechanisms. As well, it includes other references useful in the formulation of the Code.

To facilitate understanding and application of the Guidelines, sample formulations for each part of the Code are included in the boxed items.

We trust that our LGUs will find this useful not only in the development of a GAD Code, but more importantly, in its implementation, monitoring and evaluation. We believe that a piece of legislation is truly valuable only when it gets translated into concrete programs, projects and services that make a difference in the lives of women, men, girls and boys.

Remedios I. Rikken

Chairperson

LIST OF ACRONYMS

AIDS	Acquired Immunodeficiency Syndrome
AIP	Annual Investment Program
BDC	Barangay Development Center
BPfA	Beijing Platform for Action
BPLS	Business Permits and Licensing Section
CAT	Convention Against Torture
CDC	City Development Center
CDP	Comprehensive Development Plan
CEDAW	United Nations Convention on the Elimination of all Forms of Discrimination Against Women
CEDAW GR	CEDAW General Recommendation
CEDAW GR 12	CEDAW GR on Violence Against Women
CEDAW GR 13	CEDAW GR on Equal Remuneration for Work of Equal Value
CEDAW GR 15	CEDAW GR on Avoidance of Discrimination Against Women in National Strategies for the Prevention and Control of Acquired Immuno Deficiency Syndrome (AIDS)
CEDAW GR 16	CEDAW GR on Unpaid Women Workers in Rural and Urban Family Enterprises
CIDA	Canadian International Development Agency
CMW	Committee on the Protection of the Rights of All Migrant Workers and Members of their Families
CRC	Convention on the Rights of the Child
CSC	Civil Service Commission
DA	Department of Agriculture
DBM	Department of Budget and Management
DEVAW	Declaration on the Elimination of Violence Against Women
DILG	Department of the Interior and Local Government
DILG-BLGD	DILG-Bureau of Local Government Development
DOF	Department of Finance
DOH	Department of Health
DOJ	Department of Justice
DSWD	Department of Social Welfare and Development
DTI	Department of Trade and Industry
EO	Executive Order
EO 273	Executive Order Approving and Adopting the Philippine Plan for Gender-Responsive Development, 1995 -2025
FPW	Framework Plan for Women
GAA	General Appropriations Act
GAD	Gender and Development

LIST OF ACRONYMS

GAD AR	GAD Accomplishment Report
GFI	Government Financial Institution
GFPS	GAD Focal Point System
GO	Government Organization
GOCC	Government-Owned and Controlled Corporation
GRC	GAD Resource Center
GREAT Women Project	Gender-Responsive Economic Action for the Transformation of Women Project
GRP	GAD Resource Pool
HGDG	Harmonized Gender and Development Guidelines
HIV	Human Immunodeficiency Virus
ICCPR	International Covenant on Civil and Political Rights
ICERD	International Convention on the Elimination of All Forms of Racial Discrimination
ICESCR	International Convention on Economic, Social and Cultural Rights
ICRPD	International Convention on the Rights of People with Disabilities
ILO	International Labour Organization
ILO Convention 97	ILO Convention on Migration for Employment Convention
ILO Convention 100	ILO Convention on Equal Remuneration Convention
ILO Convention 143	ILO Migrant Workers Convention
IRR	Implementing Rules and Regulations
ISMED	Infanta Sustainable Micro enterprise Development Joint Circular
JC	Local Chief Executive
LCE	Local Development Council
LDC	Local Development Council
LDIP	Local Development Investment Program
LGU	Local Government Unit
MC	Memorandum Circular
MCW	Magna Carta of Women
MDG	Millennium Development Goals
MSWDO	Municipal Social Welfare and Development Office
NCRFW	National Commission on the Role of Filipino Women (now the Philippine Commission on Women)
NEDA	National Economic and Development Authority
NGO	Non-Government Organization
OCW	Overseas Contract Worker
ODA-GAD	Official Development Assistance –Gender and Development Network
OFW	Overseas Filipino Worker
OWWA	Overseas Workers Welfare Administration
PCAGVT	Provincial Council Against Gender-based Violence

LIST OF ACRONYMS

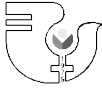
	and Trafficking
PCW	Philippine Commission on Women (formerly the National Commission on the Role of Filipino Women)
PD	Presidential Decree
PDPFP	Provincial Development and Physical Framework Plan
PEOS	Pre-Employment Orientation Seminar
PESO	Public Employment Services Office
PGADDO	Provincial Gender and Development Office
PNP	Philippine National Police
PO	People's Organization
POA-ICPD	Program of Action-International Conference on Population and Development
PPGD	Philippine Plan for Gender-responsive Development, 1995-2025
RA	Republic Act
RA 6725	An Act Strengthening the Prohibition on Discrimination Against Women with Respect to Terms and Conditions on Employment
RA 6938	Cooperative Code of the Philippines
RA 6955	An Act to Declare Unlawful the Practice of Matching Filipino Women for Marriage to Foreign Nationals on a Mail Order Basis and other Similar Practices Including Advertisement, Publication, Printing or Distribution of Brochures, Fliers and Other Propaganda Materials
RA 6972	Barangay-Level Total Development and Protection of Children Act
RA 6981	Witness Protection, Security and Benefit Act
RA 7160	Local Government Code of 1991
RA 7192	Women in Nation-Building Act of 1992
RA 7305	Magna Carta of Public Health Workers
RA 7322	An Act Increasing the Maternity Benefits of Women in the Private Sector
RA 7394	Consumer Act of the Philippines
RA 7610	Special Protection of Children Against Abuse, Exploitation and Discrimination Act
RA 7655	An Act Increasing the Minimum Wage of Household Helpers
RA 7699	Portability Law
RA 7877	Anti-Sexual Harassment Act of 1995
RA 7882	An Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises
RA 8042	Migrant Workers and Overseas Filipinos Act of 1995
RA 8187	Paternity Leave Act of 1996

LIST OF ACRONYMS

RA 8289	Magna Carta for Small Enterprises
RA 8353	Anti-Rape Law of 1997
RA 8425	Social Reform and Poverty Alleviation Act
RA 8505	Rape Victim Assistance and Protection Act of 1998
RA 8533	Family Code of the Philippines
RA 8972	Solo Parents' Welfare Act of 2000
RA 9178	Barangay Micro Business Enterprises (BMBEs) Act of 2002
RA 9208	Anti-Trafficking in Persons Act of 2003
RA 9262	Anti-Violence Against Women and their Children Act of 2004
RA 9501	Magna Carta for Micro, Small and Medium Entrepreneurs (MSMEs)
RA 9710	Magna Carta of Women
RA 9775	Anti-Child Pornography Act of 2009
RA 9995	Anti-Photo and Video Voyeurism Act of 2009
R&D	Research and Development
RH	Reproductive Health
SK	Sangguniang Kabataan
SSS	Social Security System
STD	Sexually Transmitted Disease
TESDA	Technical Education and Skills Development Authority
UNFPA	United Nations Population Fund
UN SCR	United Nations Security Council Resolution
UN SCR 1325	UN SCR on Women, Peace and Security
UN SCR 1820	UN SCR Addressing Conflict-related Sexual Violence as a Security Challenge
VAW	Violence Against Women
WCD	Women and Children's Desk
WCRS	Women Complaints Relation Section
WEDC	Women in Especially Difficult Circumstances

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OFFICE OF THE PRESIDENT
Philippine Commission on Women
San Miguel, Manila

MEMORANDUM CIRCULAR NO. 2009 – 1

16 September 2009

FOR: ALL PROVINCIAL GOVERNORS, CITY/MUNICIPAL MAYORS, VICE-GOVERNORS, VICE- MAYORS, SANGGUNIANG PANLALAWIGAN/ PANLUNGSOD/ BAYAN AND OTHERS CONCERNED

SUBJECT: GUIDELINES ON THE FORMULATION, IMPLEMENTATION, MONITORING AND EVALUATION OF A GENDER AND DEVELOPMENT (GAD) CODE

1.0 Purpose

This circular is being issued to guide Local Government Units (LGUs) in the formulation, implementation, monitoring and evaluation of a GAD Code.

2.0 Definition and Objectives of the GAD Code

- 2.1 A GAD Code is a comprehensive piece of local legislation or ordinance to support the LGU's efforts in promoting, protecting and fulfilling women's human rights towards the attainment of women's empowerment and gender equality in the locality.
- 2.2 The objectives of the GAD Code are: (a) to affirm and operationalize the national and international mandates and frameworks on gender equality and women's empowerment women's human rights at the LGU level through local legislation; (b) to harmonize local development efforts with national and international commitments on GAD; and (c) to guide and support the LGU in the identification, implementation, monitoring and evaluation of GAD-related programs and/or services.

3.0 Policy Guidelines

- 3.1 All LGUs are encouraged to develop their respective GAD Codes to concretize all national and international commitments on gender equality, women's human rights and women's empowerment. These national mandates and international commitments include the 1987 Philippine Constitution, Republic Act (RA) 7192 (Women in Development and Nation-Building Act), RA 9710 (Magna Carta of Women), RA 7160 (Local Government Code), the annual General Appropriations Act (GAA), Executive Order 273 (Approving and Adopting the Philippine Plan for Gender-responsive Development, 1995-2025), the UN Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), Beijing Platform for Action (BPfA), International Conference on Population and Development Program of Action (POA-ICPD), and the Millennium Development Goals (MDG), among others.

- 3.2 The Local Sanggunian through the Committee on Women and Family shall spearhead the formulation of the GAD Code in collaboration with the LGU offices/ departments, national government agencies with local presence, women's organizations and other civil society groups. The local GAD mechanism or structure, such as the GAD Focal Point System (GFPS), shall provide the necessary support to the Sanggunian for said purpose.

- 3.3 LGUs shall ensure the formulation and operationalization of the GAD Code in harmony with applicable local development planning guidelines such as the Joint Memorandum Circular No. 1, series of 2007 (Guidelines on the Harmonization of Local Planning, Investment Programming, Revenue Administration, Budgeting and Expenditure Management) issued by the Department of the Interior and Local Government, the Department of Budget

and Management (DBM), the Department of Finance (DOF) and the National Economic and Development Authority (NEDA).

3.4 LGUs shall ensure that resources are allocated and utilized for the formulation and operationalization of the GAD Code in accordance with the Magna Carta of Women (MCW) and local budgeting policies such as the GAD provision in the GAA, Local Budget Memorandum on Internal Revenue Allotment of LGUs and Updated Budget Operations Manual for LGUs, series of 2008 and the PCW-DILG-DBM-NEDA Joint Memorandum Circular 2013-01: Guidelines on the Localization of the Magna Carta of Women.

3.5 LGUs shall utilize or enhance existing and/or adopt new mechanisms, systems and processes in monitoring and evaluating the implementation of the GAD Code.

3.6 LGUs shall use this set of guidelines in accordance with their needs and situation.

4.0 Reporting on the GAD Code Implementation

LGUs are encouraged to reflect their accomplishments in implementing the GAD Code in their GAD Budget Reports and in the annual and end-of-term LGU accomplishment reports for purposes of (1) informing local and national stakeholders and policy-making processes, and (2) reflecting local GAD efforts in national and international accomplishment reports.

5.0 Roles of the PCW

5.1 The PCW shall:

5.1.1 Enable GAD mechanisms at the regional and local levels, such as the GAD Focal Point Systems (GFPS), GAD Resource Centers (GRC) and GAD Resource Pool (GRP), to assist LGUs in formulating, implementing, monitoring and evaluating the GAD Code;

5.1.2. Make available to LGUs GAD tools and materials relevant to GAD Code formulation, implementation, monitoring and evaluation through the PCW website, www.pcw.gov.ph ; and

5.1.3 In partnership with the DILG, take stock of LGU GAD accomplishments, and reflect them in national and international reports on GAD.

6.0 Separability Clause

If any clause, sentence or provision of this Circular shall be invalid or unconstitutional, its remaining parts shall not be affected thereby.

7.0 Effectivity

This Circular shall take effect immediately.


MYRNA T. YAO
Chairperson

Guidelines on the Formulation and Operationalization of a GAD Code

This reference forms part of the Memorandum Circular No. 2009-1 (Guidelines on the Formulation, Implementation, Monitoring and Evaluation of a Gender and Development Code) of the Philippine Commission on Women (PCW).

Below are the parts consisting of this reference:

Part I Essential Elements of the GAD Code

(Title; Legal Mandate; GAD Principles, Policies and Strategies; Definition of Terms; Development Areas and GAD-related Interventions; Penal Provisions; Implementation, Monitoring and Evaluation Scheme; Budget; Rules and Regulations; Separability Clause; Repealing Clause; and Effectivity Clause)

Part II Recommended Process of GAD Code Formulation

Part III Organizing the GAD Code

Part IV GAD-related Mandates and Frameworks

Part V Use of Gender-fair Language

Part VI Glossary of GAD Terms, GAD Principles, GAD Concepts, and GAD Mechanisms

Part I:

Essential Elements of a GAD Code

The GAD Code as a local legislative document includes the following suggested elements. LGUs may modify them based on their own local situation. While any LGU may tailor-fit its GAD Code to local conditions, the LGU must strive to include all the essential elements and contents proposed in these guidelines.

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
<p>A. Title – Refers to the full title of the ordinance.</p>	<p>Example:</p> <p><u>GAD Code of Quezon Province, 2005</u> This ordinance shall be known and cited as the "Gender and Development Code of Quezon Province," hereinafter referred to as the GAD Code.</p>
<p>B. Legal Mandate – This part identifies the mandates and frame-works for the content, adoption and promulgation of the GAD Code. Such mandates and frameworks may include (a) the 1987 Philippine Constitution, (b) national laws and policies especially those related to GAD/women, (c) local policies related to GAD/women, and (d) international state obligations and commitments on GAD/women.</p> <p>Local policies related to GAD/women that the LGU had adopted prior to the drafting of its GAD Code shall form part of the legal framework provided they do not discriminate against women and are consistent with the other provisions of the Code and other relevant mandates and frameworks.</p>	<p>Example:</p> <p><u>GAD Code of Infanta Quezon, 2009</u></p> <p>SECTION 2. Mandates and Legal Bases. The adoption of this GAD Code is in line with the municipality's promotion of women's economic empowerment, gender equality, gender-responsive development and governance and fulfilment of women's human rights, as embodied in the following local and national mandates and policies, and international commitments:</p> <p><i>i. Local Laws and Policies</i></p> <ol style="list-style-type: none"> 1. Municipal Ordinance No. 15, s. 2001 – An Ordinance Promoting the Welfare of Women and Creating for the Purpose the Municipal Gender and Development Council. 2. Resolution No. 24, s. 2009 – Resolution Amending Secs. 1, 4 and 8 of Municipal Ordinance No. 15, s. 2001. 3. Special Order No. 28, s. 2007 – Creating the Municipal Gender and Development Council Pursuant to Municipal Ordinance No. 1, s. 2001. 4. Special Order No. 44, s. 2008 – Creating the

ELEMENTS OF A GAD CODE**SAMPLE FORMULATION**

Municipal Technical Working Group for Gender-Responsive Economic Action for the Transformation of Women (GREAT) Project.

- ii.** Development vision of Infanta which envisions for [sic] a community of God-loving, healthy, peaceful, prosperous, self-reliant, self-directing and disaster-resilient citizenry, with a diversified economy, a balanced ecology and a local leadership that is committed to social justice and equity.

iii. National Laws and Policies

1. Article II, Section 14 of the 1987 Constitution which states that the "State recognizes the role of women in nation-building and shall ensure the fundamental equality before the law of women and men."
2. Article XIII, Section 14 of the 1987 Constitution which recognizes women's maternal and economic role.
3. Article XIII, Section 11 of the 1987 Constitution which recognizes women's special health needs.
4. RA 7160 or the Local Government Code of 1991 which mandates LGUs to promote the general welfare and provide basic services and facilities to constituents.
5. RA 7192 or the Women in Development and Nation-Building Act which promotes the integration of women as full and equal partners of men in development and nation-building.
6. RA 9710 or the Magna Carta of Women, the comprehensive women's human rights law.
7. Section 28 of the General Appropriations Act (GAA) from 1995 to 2000 directing government entities to formulate a GAD plan, the cost of which shall not be less than five (5) percent of their yearly budget, otherwise known as the GAD budget.

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
	<ol style="list-style-type: none"> 8. Executive Order (EO) 273 which directs all government agencies to institutionalize GAD efforts in government by incorporating GAD concerns in their planning, programming and budgeting processes. It also mandates agencies to incorporate and reflect GAD concerns in their agency performance commitment contracts, annual budget proposals and work and financial plans. 9. Local Budget Memorandum No. 28 which directs local government units to mobilize resources to mainstream and implement gender and development programs using the five (5) percent of development fund. 10. Joint Circular 2012-01 of the PCW-NEDA-DBM or the Guidelines for the Preparation of Annual Gender and Development (GAD) Plans and Budgets and Accomplishment Report to Implement the Magna Carta of Women. 11. PCW-DILG-DBM-NEDA Joint Memorandum Circular No. 2013-01 or the Guidelines on the Localization of the Magna Carta of Women. 12. Civil Service Commission Memorandum Circular No. 12, s. 2005 which encourages all heads of constitutional bodies, departments, bureaus, offices and agencies of the national government, local government units, state universities and colleges, government-owned and/or -controlled corporations the use of non-sexist language in all its [sic] official documents, communications and issuances. 13. Philippine Plan for Gender-responsive Development (PPGD), 1995-2025 which envisions a society that promotes gender equality and women's empowerment, and upholds human rights, among other development goals. 14. Framework Plan for Women (FPW) which encourages agencies to promote gender-responsive governance, protect and fulfill

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
	<p>women's human rights, and promote women's economic empowerment.</p> <p>iii. Other statutes</p> <ol style="list-style-type: none"> 1. RA 6725 or the Act Strengthening the Prohibition on Discrimination Against Women with Respect to Terms and Conditions of Employment 2. RA 6955 or the An Act to Declare Unlawful the Practice of Matching Filipino Women for Marriage to Foreign Nationals on a Mail Order Basis and other Similar Practices Including Advertisement, Publication, Printing or Distribution of Brochures, Fliers and Other Propaganda Materials 3. RA 7322 or the Act Increasing Maternity Benefits in Favor of Women Workers in the Private Sector 4. RA 7438 otherwise known as the Act Defining Certain Rights of Person Arrested, Detained or Under Custodial Investigation as Well as the Duties of the Arresting, Detaining and Investigating Officers, and Providing Penalties for Violations Thereof 5. RA 7688 or the Social Security Act of 1997 6. RA 7877 or the Act Declaring Sexual Harassment Unlawful in the Employment, Education, or Training Environment 7. RA 7882 or the Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises 8. RA 8292 or the Magna Carta for Small Enterprises 9. RA 8042 or the Migrant Workers and Overseas Filipinos Act of 1995 10. RA 8343 or the Act Expanding the Definition of the Crime of Rape, Reclassifying the Same as a Crime Against Persons, Amending for the Purpose Act No. 3815, as Amended Otherwise Known as the Revised Penal Code and for Other Purposes 11. RA 8353 or the Anti-Rape Law of 1997 12. RA 8505 or the Rape Victim Assistance and Protection Act 13. RA 8972 or the Solo Parent Welfare Act

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
	<p>14. RA 9208 or the Act which Institutionalize Policies to Eliminate Trafficking in Persons Especially Women and Children, Establishing the Necessary Institutional Mechanisms for the Protection and Support of Trafficked Persons, Providing Penalties for its Violations and, for Other Purposes</p> <p>15. RA 9262 or the Anti-Violence Against Women and their Children Act</p> <p>16. Reproductive Health Care Act of 2002</p> <p>17. RA 8551 or the New Police Act of 1998</p> <p>18. RA 6972 or the Act Establishing a Day Care Center in Every Barangay</p> <p>19. RA 7600 which provides incentives to all government and private health institutions with rooming-in and breastfeeding practices</p> <p>20. RA 6949 which declares March 8 of every year as a working holiday to be known as National Women's Day</p>
<p>C. GAD Principles, Policies and Strategies —</p> <p>This part identifies the GAD principles and policies that an LGU adheres to, usually with reference to GAD-related legal mandates. It also defines the general strategies that an LGU will adopt to implement its GAD policies. The rights of women may also be enumerated under this section.</p>	<p>Example:</p> <p><u>GAD Code of Aklan Province, 2003</u></p> <p>In pursuit of development that is empowering, people-centered, just and sustainable, Aklan shall embody the principles of gender and development. As such, women's empowerment and gender equality shall be the twin goals in all their development efforts.</p> <p>In this respect, as enshrined in the United Nations Convention on the Elimination of All Forms of Discrimination Against Women (UN CEDAW) and other international conventions to which the Philippines is a signatory, and in the Philippine Constitution, the province shall respect, protect, and fulfill the following rights of women:</p> <ul style="list-style-type: none"> · The right to good and quality education; · The right to comprehensive health services; · The right to access loans and other forms of financial credit;

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
	<ul style="list-style-type: none"> · The right to join leisure, sports and cultural activities; · The right to decide on the number of children and on the number of years between pregnancies, in accordance with the Constitution; · The right to share in parenting activities; · The right to have equal access to jobs, benefits and social security; · The right to be paid equally based on the job they do; · The right to be free from all forms of physical, sexual, emotional, mental and economic violence; · The right to be free from all forms of slavery and prostitution; · The right to vote, run for election and hold public office; · The right to represent the country internationally; and · The right to acquire, change or retain nationality and citizenship <p style="text-align: center;">.....</p> <p>To attain the foregoing policy, all agencies, offices, departments, institutions, and other organizations in the province, municipality and barangay levels shall:</p> <ul style="list-style-type: none"> · Mainstream gender and development in their respective plans, programs, projects, services and activities in order to address gender issues; · Integrate gender in planning processes and plans through the conduct of gender analysis using sex-disaggregated data, including gender in project management and design, and ensuring women's participation in the processes, such as through consultations; · Utilize their GAD budget for the [sic] gender mainstreaming undertakings; · Ensure that women and men equally contribute to and benefit from all their programs, projects and services by integrating the [sic] gender perspective in all the development cycle processes;

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
	<ul style="list-style-type: none"> · Institute affirmative actions for women as a critical necessary strategy to enhance the participation of women, especially the marginalized; · Monitor and evaluate the gender-responsiveness of programs and projects; · Eliminate gender biases in all their policies, systems and procedures, and maintain these to be non-discriminatory and non-sexist; and · Develop and strengthen mechanisms for oversight, technical support, consultation and coordination on GAD.
<p>D. Definition of Terms — This part enumerates and defines the important terms found in the LGU GAD Code to ensure that the reader/user understands what such terms mean. The definitions may be phrased following how the terms are understood during the Code formulation, or may be based on related laws, policies and literature. Part VI of this document presents useful definitions of GAD terms. Be sure to include in the definition of terms only those terms that were used in the GAD Code.</p>	<p>Example:</p> <p><u>GAD Code of Ifugao Province, 2007</u> Development — the improved well-being, or welfare, of people and the process by which this is achieved. The sustained capacity to achieve a better life (<i>Gender 101, NCRFW: 2003</i>).</p> <p>Domestic Violence— is physical, psychological, social or financial violence that takes place within an intimate family-type relationship and forms a pattern of coercive and controlling behavior.</p>
<p>E. Development Areas and GAD-related Interventions— This part articulates the specific areas of concern that the GAD Code seeks to address. It may also provide the corresponding interventions that the LGU needs to undertake to address the said concerns. Such interventions may take the form of regulatory measures, programs and/or services in health, education, peace and order, economic development, environment, among others.</p> <p><i>Regulatory measures</i> are resolutions or</p>	<p>Example 1:</p> <p><u>GAD Code of Ifugao Province, 2007</u> ARTICLE II. HEALTH, NUTRITION AND REPRODUCTIVE HEALTH SECTION 6. Reproductive Health Care Approach — The Provincial Government shall ensure provision of reproductive health care services to men and women as provided for in the Reproductive Health (RH) Ordinance of 2006.</p> <p>ARTICLE IV. VIOLENCE AGAINST WOMEN AND</p>

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ordinances enacted by the Sanggunian, or executive and administrative orders issued by the Local Chief Executive. A *program* is a cluster of projects which defines a particular clientele and their priority needs covering a period of three (3) to six (6) years. *Services* are interventions that can be included among the regular functions of a given office to be performed by the regular staff of that office using its existing facilities and budgets (CDP Guidelines, 2008).

GAD-related interventions are usually grouped by development themes and/or by sector such as social development, economic, governance, environment, among others. They may also be organized according to the various types of women's human rights, as identified in the GAD Principles, Policies and Strategies. An LGU may adopt a combination of new, revised/enhanced, and/or existing LGU regulatory measures, programs and/or services.

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CHILDREN (VAWC)

SECTION 22. Support to Victim-Survivors of Violence — The Provincial Government shall provide immediate comprehensive legal, medical, psychological and shelter support to victim-survivors of violence. It shall coordinate and refer free or low cost

Example 2:

GAD Code of Infanta Quezon, 2009

ARTICLE II. DEVELOPMENT AREAS AND GAD INTERVENTIONS

SECTION 6. WOMEN'S ECONOMIC EMPOWERMENT

In accordance with the thrust of the Municipal Government of Infanta to promote women's economic empowerment wherein women have access to and control over productive resources and benefits from wealth-creating activities, the following shall be enforced and undertaken:

a. Prohibition gender-based discrimination.

Gender-based discrimination in recruitment, hiring, work assignments, training, promotion and benefits shall be eliminated.

b. Establishment of Infanta Sustainable Micro enterprise Development Unit/Desk.

The municipal government shall establish a unit/desk/council which will serve as One-Stop-Shop to promote and support entrepreneurial efforts and activities in the municipality. The said unit/desk/council will be referred to as the Infanta Sustainable Micro enterprise Development (ISMED) and it will be directly under the Office of the Municipal Mayor. Its functions, responsibilities and composition shall include but will not be limited to the following:

b.1. Spearhead the formulation of Infanta Sustainable Micro enterprise

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Development Plan and implementation of the same.

- b.2. Develop social marketing strategies on entrepreneurship towards strengthening entrepreneurial values and attitudes of the municipality's entrepreneurs, local officials and others. Likewise, it shall lead in the implementation of social marketing strategies within the municipality.
- b.3. Disseminate information on investment options.
- b.4. Provide assistance to women who wish to establish micro enterprise, in the form of conducting market feasibility studies, financial consultancy, product development and market linkage.
- b.5. Perform other functions and responsibilities deemed necessary by the local chief executive in consultation with the GAD Focal Point of the municipality.

c. Establishment of database on women-owned enterprises and women workers. The municipal government through the Office of the Municipal Treasurer and the Business Permits and Licensing Section (BPLS) shall undertake mapping out of enterprises within the municipality, in coordination with the 36 Sangguniang Barangays towards keeping of up to date records on registered enterprises and those in the informal sector. Mapping shall be undertaken in preparation for the business registration season of the ensuing year. Result of mapping shall be handed over to the ISMED as basis in determining appropriate services for the enterprises.

d. Partnership and linkage for research and development. The municipal government shall establish partnership and linkage with colleges and universities and other institutions to improve and expand productivity and the quality of products and services through continuous research and development (R&D). Further, the municipal

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government shall establish mechanisms to facilitate transfer of R&D breakthroughs to women micro entrepreneurs thereby increasing their access to information and technology.

e. *Building partnerships with organizations and groups that provide microfinance, rural enterprise development and institutions building services.*

The municipal government of Infanta shall build partnership with credit and financial institutions situated within the municipality, such as but not limited to cooperatives, rural banks, and non-government organizations to improve the quality, availability and accessibility of financing to prospective women entrepreneurs and those already existing but considered as nascent and new enterprises.

f. *Building partnership with business development service organizations and other institutions.*

The municipal government shall build partnership with business development service organizations and other institutions that provide technical assistance, capacity development, marketing links and other support to women micro entrepreneurs.

g. *Implementation of RA 7882.*

The municipal government of Infanta shall ensure that the provisions of RA 7882, otherwise known as the Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises are implemented. Relative thereto, monitoring mechanisms shall be put in place. Likewise, it shall ensure that any institution/ person that/who may be found guilty of committing any of the prohibited acts stipulated in the said Act is penalized.

h. *Accessing loans and financial assistance.*

The municipal government shall assist women entrepreneurs in accessing loans and financial assistance from any government financial institutions (GFIs), private institutions and, donor agencies. Efforts to continuously build the capacity of

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women entrepreneurs to access loans and negotiate shall also be undertaken.

- i. Special credit programs for women.** The municipal government shall encourage accredited and registered credit and financing institutions to provide special credit programs for women micro entrepreneurs with collateral-free and simplified application procedures to expand women's access to loans/ credits.
- j. Protection against iniquitous and excessive interest rate.** It shall be the policy of the municipal government to eliminate oppressive lending/credit schemes imposing iniquitous and excessive interest rate pursuant to Anti-Usury Law as amended by PD 116 and other existing regulations of the Monetary Board of the Bangko Sentral ng Pilipinas.
- k. Women as recipients of financial or capital assistance.** The municipal government through its service providing offices/ departments shall ensure that women are given with opportunities as recipients of any financial or capital assistance that may be extended as either loans or grants.
- l. Formulation of comprehensive entrepreneurial training program for women entrepreneurs.** The municipal government shall spearhead the formulation of comprehensive entrepreneurial training program for women entrepreneurs in consultation with women micro entrepreneurs themselves, and in collaboration with private sectors, civil society organizations, business service organizations, and government agencies such as the Department of Trade and Industry (DTI), Technical Education and Skills Development Authority (TESDA), Department of Agriculture (DA), and others. Likewise, an entrepreneurial and livelihood training and programs for women shall be integrated into the regular plans and programs of the Municipal Agriculture Office, Municipal Social Welfare and

ELEMENTS OF A GAD CODE**SAMPLE FORMULATION**

Development Office and Economic Enterprise Unit. Programs shall include but not be limited to skills training for women, including management training, leadership training and other technical courses such as bookkeeping and accounting.

m. Expanding market accessibility. The municipal government shall undertake continuing effort to expand market accessibility by assisting women entrepreneurs in product development, promotion and marketing, in partnership with other government agencies and groups.

n. Simplification of business licensing procedure. In order to encourage micro entrepreneurs in the informal sector to secure permits at the municipal government of Infanta, a special and simplified business registration procedure shall be established. This will include among others a simplified registration form, preferably written in simple terms and vernacular language and a shortened registration processing period.

o. Exemptions in the payment of fees. Exemptions in the payment of imposition such as fees shall be granted to women-owned micro enterprises for the first two years of business operation. Entitlement of the exemption, however, shall be supported by a certification attesting the duration of business operation, enterprise classification type and that it is in line with the priority sectors of the municipality. Only the concerned Punong Barangay and the ISMED shall have the authority to issue said certification.

p. Certification for safe working environment and facilities. Safe working conditions as enshrined in the Philippine Labor Code shall be enforced to all establishments and enterprises, offices and employment agencies within the territorial jurisdiction of the municipality. Likewise, the municipal government shall require all applicants seeking for Mayor's Permit to operate to

ELEMENTS OF A GAD CODE**SAMPLE FORMULATION**

secure a certification from the Municipal Engineering Office. The certification shall state among others that the working environment and facilities in their enterprises are conducive and safe for women and men workers.

q. Social security/protection for workers & employees. The municipal government through its Business Permits and Licensing Section (BPLS) shall ensure that the provisions of RA 8282 otherwise known as the Social Security Act of 2007, specifically Sec.24 (g) are complied with by business establishments within the municipality. In so doing, the BPLS shall require a proof [sic] as a prerequisite to the granting of the business and mayor's permit to operate. In view thereof, close coordination with the Social Security System (SSS) shall be undertaken.

r. Facilitating enrolment to the Philippine Health Insurance Program and the Social Security System. Recognizing the importance of social security/protection measures against life contingencies, the municipal government shall encourage all cooperatives and people's organizations to facilitate enrolment of their members to Phil Health and Social Security System. Likewise, measures shall be taken by the municipal government, in coordination with PhilHealth and Social Security System to ensure sustained membership by looking at possible means to facilitate collection of premium that is affordable and easy for the members.

s. Integration of entrepreneurial values and attitudes in the school curriculum design. Secondary and tertiary academic institutions within the territorial jurisdiction the municipality shall be encouraged to include in their curriculum design the entrepreneurial values and attitudes to foster and instill among students the value of entrepreneurial venture creation rather than merely seeking jobs and earning

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incomes. They shall also be encouraged to utilize social marketing strategies on entrepreneurship developed by the municipal government.

- f. *Entrepreneurial training program for Out-of-School Youth.*** The municipal government in coordination with the Technical Education and Skills Development Authority (TESDA) and Department of Social Welfare and Development (DSWD) shall design Entrepreneurial Training Program for Out-of-School Youth.
- u. *Wage and benefits.*** Every employer shall comply with the minimum wage as prescribed by the Regional Wage Board or as may be provided by existing laws, and shall grant all benefits and protection to all employees as provided by law, including maternity, paternity and vacation leaves.
- v. *Stipulation against marriage.*** The municipal government shall ensure that Article 136 of the Philippine Labor Code is enforced which states that, it shall be unlawful for an employer to require as a condition of employment or continuation of employment that a woman employee shall not get married, or to stipulate expressly or tacitly that upon getting married a woman employee shall be deemed resigned or separated, or to actually dismiss, discharge, discriminate or otherwise prejudice a woman employee merely by reason of her marriage.

Example 3:**ARTICLE II: DEVELOPMENT AREAS AND GAD INTERVENTIONS****SECTION 11. WOMEN AND MIGRATION**

Pursuant to RA 8042 or the Migrant Workers and Overseas Filipinos Act of 1995, and in line with the objective of providing security to migrant workers, especially to women migrants as they constitute the more vulnerable sector among OFWs, and in consideration of the social costs

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that migration entails, the following shall be undertaken by the municipal government of Infanta through the Public Employment Services Office (PESO), Municipal Social Welfare and Development Office (MSWDO) and others.

1. Maintenance of database system on migrants. The PESO and MSWDO shall maintain a database on departing, deployed and returning migrants, the type of employment and placement areas/countries.

2. Tracking System of legitimacy of recruitment agency/ employment. The PESO and MSWDO shall endeavor to develop a tracking and verification system of the veracity and legitimacy of employment and recruitment agencies, whether they are accredited by the Department of Labor and Employment (DOLE) through the Philippine Overseas Employment Administration (POEA). In so doing, the following shall be undertaken:

a. Coordination with the Provincial Employment Assistance Office, POEA and OWWA must be established as a means to protect the Infanta workers against illegal recruitment, abuse and violence.

b. The 36 barangays shall submit data on domestic and international Filipino workers in their barangays, including their place of destination and employment/ recruitment agency. This shall be submitted on a bi- annual basis to PESO and MSWDO.

3. Pre-Employment Orientation Seminar (PEOS). The PESO and MSWDO shall conduct PEOS to prospective workers, especially overseas workers and their families about the realities of overseas labor and employment conditions. Services of the POEA and migrant NGOs may be tapped for this purpose.

4. Financial Literacy Program. The PESO shall conduct Financial Literacy Program or

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Personal Finance Seminar for OFWs and their families to educate them on how to manage their personal finances.

5. Reintegration Program

- a. Improving prospects for alternative employment and investments.** The municipal government, in coordination and partnership with other agencies and institutions, shall endeavor to improve prospects for alternative employment and investments, such as community-based industries, for returning migrants, future returnees, and their families as an option to migration.
- b. Tapping migrant savings for the setting of micro enterprises.** The municipal government shall design a special program to encourage OFWs to invest their savings in micro enterprises.
- c. Capacity enhancement program for returning migrants.** The municipal government shall design a capacity enhancement program, specifically skills enhancement, for returning migrants to facilitate their return to the mainstream of the local community. Further, it is a reality that women OFWs, especially those in domestic work, do not have the chance to upgrade their skills, hence, providing them with capacity enhancement activities would encourage them to engage into and invest in alternative enterprises.
- d. Exemption in the payment of fees.** The municipal government shall provide exemption in the payment of fees in securing Business Permit and Mayor's Permit to Operate to facilitate their reintegration in the community, and encourage local investment.
- e. Organizing left-out families.** To ensure that migration is only temporary and to help the constituents of Infanta working abroad to be able to return and settle until such time that they have saved

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enough money for the family, a program for the left-out families, especially for the children and spouses of the OFWs must be put in place.

- f. **Values formation.** The Sangguniang Kabataan shall organize values formation seminars for migrants' children to espouse and understand the values of discipline and saving money. They shall be educated on the realities of migration for them to be able to appreciate the hard work and sacrifices of their parents abroad.

6. **Implementation of RA 8042 specifically the illegal recruitment provisions.** Strict implementation of RA 8042 otherwise known as the Migrant Workers and Overseas Filipino Act of 1995 particularly, the provisions on illegal recruitment must be ensured.

Example 4:

GAD Code of Infanta Quezon, 2009

SECTION 12. GENDER IN INFRASTRUCTURE PROJECTS/FACILITIES

1. **Facilities for men, women and persons with disability.** All government and private offices, clinics/hospitals shall establish separate toilet rooms and lavatories for men and women and for persons with disability. Also, women shall be provided with proper seats and permit them to use such seats when they are free from work and during working hours, provided they can perform their duties in this position without detriment to efficiency pursuant to Article 132, Article III, Chapter I of the Philippine Labor Code.
2. **Gender-sensitive physical plan.** All buildings and structures should be designed in a manner that helps prevent sexual harassment and sexual abuse and facilitates easy mobility and accessibility of women and children. As such, the building

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	<p>official shall ensure that building and structural plans and designs conform to the minimum requirements prior to the issuance of building permits.</p> <p>3. Accessibility and easy mobility of women. In all infrastructural projects to be implemented in the municipality, whether government- or private-initiated, accessibility and easy mobility of women and children shall be taken into consideration.</p>
<p>F. Penal Provisions — This part identifies the punishments or sanctions that an LGU would impose to violators of the GAD Code. The imposition of penalties is meant to ensure strict enforcement of the Code. The penalties are usually in accordance with the Revised Penal Code and related special laws.</p>	<p>Example 1:</p> <p><u>GAD Code of Ifugao Province, 2007</u></p> <p>CHAPTER II. PENAL PROVISIONS ARTICLE I. GENDER RIGHTS TO PROPER HEALTH CARE</p> <p>SECTION 56. Socialized Reproductive Health Services — No hospital in the province, public or private, shall deny any person the right to avail himself/herself of appropriate health care at all times. Non-compliance by any health facility shall be a ground for non-renewal of the business permit or charge administratively.</p> <p>Example 2:</p> <p><u>GAD Code of Quezon City, 2004</u></p> <p>SECTION 2. Trafficking in Women and Children –Any person or agency, who, with the use of force or deceit, lures a woman or boy/girl child to work abroad or in other provinces or cities in the Philippines for a particular job on a promise of high fees, but instead landed on prostitution, domestic help or other odd jobs shall be penalized in accordance with the penal provisions under RA 9208 or the Anti-Trafficking in Persons Act,</p>

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	RA 7610 or the Law on Protection Against Child Abuse, RA 7877 or the Anti-Sexual Harassment Law, RA 8353 or the Anti-Rape Law, and the Revised Penal Code.
<p>G. Implementation, Monitoring and Evaluation Scheme — This part identifies the LGU's specific strategies and mechanisms, the key players and their specific roles and responsibilities, in (1) implementing the Code, and (2) monitoring and evaluating the implementation of the policies, programs and services contained in the GAD Code, including the coordinative relations among them.</p> <p>1. Implementation Strategy — LGUs shall pursue gender mainstreaming as a strategy for implementing their GAD Code pursuant to RA 9710 and RA 7192. This means integrating the interventions identified in the GAD Code in their regular plans such as the Comprehensive Development Plan (CDP), Local Development Investment Program (LDIP) and Annual Investment Program (AIP). Most importantly, the LGU shall use the GAD Code as a reference in its formulation of its GAD plan and budget (GPB). LGU offices/ departments shall allocate resources for and implement said GAD-related interventions as identified in the CDP and translated in the LDIP/GPB-AIP.</p> <p>Key elements of successful gender mainstreaming include sex-</p>	<p>Example 1:</p> <p><u>GAD Code of Aklan Province, 2003</u></p> <p>CHAPTER II. MECHANISMS FOR COORDINATION, IMPLEMENTATION, MONITORING AND EVALUATION</p> <p>SECTION 1. Collective Responsibility — In accordance with the overall policy framework on GAD, the operationalization of the GAD Code shall be a collective responsibility of the provincial and municipal governments, specifically GAD Commission, local development councils, planning and development offices, agencies, offices, GOCCs, the academe and the civil society organizations. All key players shall collaborate successfully implement the GAD Code.</p> <p>SECTION 2. Implementation of the GAD Code through GAD Plans and Gender-responsive Development Plans — The Provincial Government, through the Aklan GAD Commission, shall identify the province's annual goals and targets based on the GAD Code, integrate them in the local development plans and translate them to annual GAD plans, through the local planning and development offices and local development councils.</p> <p>Example 2:</p> <p><u>GAD Code of Infanta Quezon, 2003</u></p>

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disaggregated data and gender statistics, skills to undertake gender analysis, structures with clearly defined roles of leadership and support for gender mainstreaming, effective communication, networks and linkages, a skilled human resource base and civil society participation (CIDA 2000 as cited in the Framework Plan for Women). LGUs are therefore encouraged to pursue participatory governance in implementing the GAD Code by forging partnerships with various institutions or groups from the civil society, as well as public and private sectors to assist the LGU efforts.

2. Implementation, Monitoring and Evaluation Mechanism — LGUs may utilize or enhance existing, and/ or adopt new mechanisms, systems and processes to implement the GAD Code. Likewise, it may utilize or enhance existing, and/or adopt new mechanisms, systems and processes to monitor and evaluate the implementation of the GAD Code. One specific mechanism is using the GAD Code as a reference in the formulation of the GAD plan and budget and its integration in the AIP. Existing mechanisms that may be tapped or strengthened are the Sanggunian Committee on Women and Family, the Sectoral Committee/s, and/or the LGU GAD Focal Point Systems prescribed in RA 9710 and other similar mechanisms.

SAMPLE FORMULATION**SECTION 34. MONITORING AND EVALUATION SCHEME**

1. The GAD Focal Point System (GFPS), together with the different offices of the municipal government shall make an assessment on the progress of the implementation of this Code on a bi-annual basis. Further, they shall make an assessment on the progress of the program and project implementation as well as the challenges and gaps encountered along the process. Likewise, all concerned offices and the 36 Sangguniang Barangays shall prepare their GAD Accomplishment Report using the reporting format prescribed under JMC No. 2013-01 and submit to the LGU GFPS.
2. All public schools, elementary and secondary, shall be required to submit to the assessment process of the GFPS. Likewise, they shall be required to prepare their GAD Accomplishment Report (GAD AR) using the prescribed format.
3. The municipal government shall ensure that participative and consultative processes are employed in the monitoring and evaluation activity that is, involving not only the implementing agency/office, but also the key women and men affected or benefited by the project.
4. All concern shall adopt and employ the GAD monitoring indicators and evaluation checklists stated in the Harmonized Gender and Development Guidelines (HG DG) of the National Economic and Development Authority (NEDA), Philippine Commission on Women (PCW) and Official Development Assistance Gender and Development

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<p>If the LGU requires a new mechanism, it must strive to get representations from both legislative and executive branches as well as civil society organizations, and to have an Executive Committee (ExeCom) as head. The ExeCom shall be chaired by the LCE or his/her representative, with local legislators, head of planning unit and other LGU departments, representatives of other government agencies, sectoral groups including women's groups and other CSOs, as members. The ExeCom may convene technical working committees to facilitate better coordination among agencies/organizations implementing the GAD Code.</p> <p>The functions of the mechanism that will oversee the monitoring and evaluation of the implementation of the GAD Code may likewise be identified here.</p>	<p>Network (ODA-GAD). Likewise, the municipal and barangay governments shall use the "GeRL Ka Ba?" tool in its periodic assessment.</p> <ol style="list-style-type: none"> 5. The GAD Focal Point, in consultation with the PCW shall endeavor continually to develop GAD monitoring indicators and contained in the harmonized guidelines. 6. The GFPS shall prepare the annual consolidated GAD report of the municipality, including, but not limited to the project's success, good practices and important lessons on GAD, and submit the same to the Department of the Interior and Local Government Regional Office (DILG), for review and consolidation. DILG Regional office will submit the consolidated AR to DILG Central office for transmittal to PCW. Relative thereto, numbers 1 to 4 of this section must be strictly complied with to facilitate compliance of this provision.
<p>H. Budget — A provision on budget allocation, possible sources of funding and budget utilization ensures the implementation of the GAD Code. Earmarked funds may initially be used to implement the identified PPAs in the GAD Code. As for the succeeding funds to implement said PPAs, LGUs shall use the regular funds of concerned LGU offices/departments. The budget allocated/utilized for the implementation of the GAD Code shall form part of or serve as the GAD budget of the LGU, as mandated by RA 7192, RA 9710, annual General Appropriations Act and the PCW-DILG-DBM-NEDA Joint</p>	<p><u>Example 1:</u></p> <p><u>GAD Code of Quezon City, 2004</u></p> <p>Appropriation — For the effective implementation of this Ordinance, the City Government shall appropriate five (5) percent of the City's Annual Development Fund in pursuance of RA 7192 and PCW-DILG-DBM-NEDA JMC 2013-01.</p> <p><u>Example 2:</u></p> <p><u>GAD Code of Infanta Quezon, 2009</u></p> <p>SECTION 35. ANNUAL GENDER AND DEVELOPMENT (GAD) BUDGET</p> <ol style="list-style-type: none"> 1. The municipal government shall allocate at least ten (10) percent of its annual

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<p>Memorandum Circular 2013-01; Guidelines on the Localization of the Magna Carta of Women.</p>	<p>budget (or Internal Revenue Allocation) for programs, projects and activities that address gender issues and women's concerns.</p> <ol style="list-style-type: none"> 2. The barangay governments shall allocate at least five (5) percent of their annual budgets for programs, projects and activities that address gender issues and women concerns pursuant to Section 28 of the General Appropriations Act, RA 7192 and JMC 2013-01. 3. The municipal and barangay governments may also utilize a certain percentage of the 20 percent Development Fund for GAD, especially for gender-related hard infrastructure projects.
<p>I. Rules and Regulations — This part provides for the development of implementing rules and regulations (IRR) necessary to carry out the provisions in the GAD Code, and identifies the groups or entities which shall promulgate the IRR.</p>	<p>Example:</p> <p><u>GAD Code of Misamis Occidental, 2000</u></p> <p>Through an Executive Order, an Executive Committee composed of the Provincial Prosecutor's Office, Provincial Legal Office, Provincial Social Welfare and Development Office and the Committee on Women and Family Relation of the Sangguniang Panlalawigan shall promulgate the rules and regulations necessary to carry out the provisions of this Ordinance.</p> <p>A consultative body shall be convened periodically throughout the formulation of the Implementing Rules and Regulations which shall be composed of official representatives of the various agencies of the local government and women NGOs involved in the process of drafting this Code.</p>
<p>J. Separability Clause — This part states</p>	<p>Example:</p>

ELEMENTS OF A GAD CODE	SAMPLE FORMULATION
<p>that if there are provisions in the GAD Code which are found unconstitutional or invalid, the other provisions which are not affected shall continue to be in force.</p>	<p><u>GAD Code of the City of San Juan, 2003</u></p> <p>If for any reason any section or provision of this Ordinance is declared unconstitutional or invalid, the other sections or provisions hereof which are not affected thereby shall continue to be in full force and effect.</p>
<p>K. Repealing Clause — This part modifies and/or invalidates previously issued policies and ordinances which are inconsistent with the provisions of the Code.</p>	<p>Example:</p> <p><u>GAD Code of Quezon Province, 2005</u></p> <p>All ordinances, resolutions, memorandum circulars, rules and regulations inconsistent with the provisions of this Code are hereby repealed or modified accordingly.</p>
<p>L. Effectivity Clause — This part states the date of effectivity of the Code.</p>	<p>Example:</p> <p><u>GAD Code of Cotabato Province, 2000</u></p> <p>This Code shall take effect upon compliance with the mandatory posting and publication requirements prescribed under Republic Act No. 7160, otherwise known as the Local Government Code of 1991.</p>

Part II:

Recommended Process of GAD Code Formulation

Following is the recommended process in formulating a GAD Code:

- A. Mobilization and Capability-building of the LGU.** The Local Sanggunian through the Committee on Women and Family shall spearhead the formulation of the GAD Code. The members of the local GAD Focal Point System or a similar mechanism (who are also members of the Local Development Council (LDC) and/or Sectoral Committees) shall participate and provide assistance to the Sanggunian in this undertaking, as are concerned LGU offices/ departments, national government agencies with local presence, women's organizations and other civil society groups.

Ideally, those who are involved in the GAD Code formulation have a gender perspective and analytical and planning skills to credibly tackle women and gender issues and concerns. If this is not the case, a capability-building activity prior to the formulation of the GAD Code must be administered. This will also level them off towards a common understanding of gender and development concepts and allow them to discuss the content of the Code from the same frame of reference. RA 9710 provides that the GFPS should ensure that all actors in GAD Code formulation are capacitated on GAD. For the same purpose, LGUs may also seek assistance and request for tools from the DILG, PCW and members of the GAD Resource Centers (GRC) or the PCW GAD Resource Pool (GRP) and other relevant offices/organizations.

B. Generation, Consolidation, Review and Analysis of Relevant Data and Information. The gender issues and concerns identified and discussed in the GAD Code must be contextualized in the LGU's development situation and the actual experiences of women and men in its jurisdiction. Towards this end, quantitative and qualitative data, including sex-disaggregated data and gender statistics, from government and non-government sources must be generated and/or consolidated and analyzed to determine the gender inequalities in the locality and the GAD capacity development needs of the LGU. In the absence of data, rapid appraisal methods should be utilized to surface gender issues.

This step also includes gathering and reviewing related information and documents such as existing GAD-related issuances and ordinances of the LGU, and the international commitments and national mandates on GAD to guide the identification of GAD interventions.

C. Write shops. The general goals of codification which is to provide convenience, completeness, clarity and consistency in the enforcement of local laws should guide the formulation of the GAD Code. With this in mind, write shops may be conducted to help explore and put in finer details the content and form of the GAD Code. For this purpose, attention must be given to ensure a gender-fair language in the drafting of the GAD Code. The Civil Service Commission (CSC) Memorandum Circular No. 12 series of 2005 (Use of Non-Sexist Language in All Official Documents, Communications, and Issuances) presented in Part V of this document can help.

- D. Public Consultations.** Women constituents, women's organizations or gender-aware groups and other stakeholders should be consulted (1) during the drafting process, and (2) after the first draft has been written for validation and further improvement of the GAD Code.
- E. Adoption of the GAD Code.** The GAD Code, through local legislative processes, must be formally adopted to supersede, amend, or repeal all related prior ordinances, as appropriate.
- F. Formulation of Implementing Rules and Regulations (IRR).** Immediately after its adoption, guidelines must also be set in fulfilling the provisions of the GAD Code through the passage of an IRR.
- G. Publication and Dissemination.** The GAD Code and its IRR must be made known and available to all stakeholders in the LGU. It may be translated in the local language, published and disseminated through various popular means for better understanding.
- H. Monitoring and Evaluation.** To sustain the GAD Code's relevance in the LGU and amend it when necessary, periodic monitoring and evaluation must be conducted by officials and other stakeholders.

Part III:

**Organizing the
GAD Code**

The GAD Code may be organized into thematic elements or into books, chapters, articles and sections. Most word-processing softwares provide automatic outline numbering in various formats. A typical outline for a Code is presented below:

<p>Article I.</p> <p><i>Section 1.01 (or simply Section 1)</i></p> <p>(a)</p> <p>(b)</p> <p>(i)</p> <p>(ii)</p> <p>1)</p> <p>2)</p> <p><i>Section 1.02 (or simply Section 2)</i></p> <p><i>Section 1.03 (or simply Section 3)</i></p> <p>Article II.</p> <p><i>Section 2.01 (or simply Section 1)</i></p> <p><i>Section 2.02 (or simply Section 2)</i></p> <p><i>Section 2.03 (or simply Section 3)</i></p>

Outline numbering is a matter of logic and style. Any outline style is acceptable provided that it is consistent throughout the document.

TWO SAMPLE OUTLINES OF A GAD CODE
THE GAD CODES OF IFUGAO AND DAVAO PROVINCES

**The Gender and Development Code of Ifugao
(2007)**

Chapter I: GENERAL PROVISIONS

Article I. TITLE AND STATEMENT OF POLICY AND DEFINITION
OF TERMS

Section 1. Title

Section 2. Legal Mandates

i. Local Laws and Policies

i. National Laws and Policies

ii. State Obligations and Commitments

Section 3. Declaration of Principles and Policies

Section 4. Definition of Terms

Section 5. Acronyms

Article II. HEALTH, NUTRITION AND REPRODUCTIVE HEALTH

Section 6. Reproductive Health Care Approach

Section 7. Health Care Delivery

Section 8. Nutrition

Section 9. Men's Involvement in Reproductive Health

Section 10. Accessible Information on Sexuality and Reproductive Health

Section 11. Gender-Fair Approach to Pre-Marriage Counseling Program

Section 12. Gender-Sensitive and -Responsive Health Services

Section 13. Availability and Accessibility of Reproductive Health Commodities

Article III. WOMEN IN GOVERNANCE

Section 14. Gender Mainstreaming at All Levels of Governance

Section 15. Municipal/Barangay-Based Women Organizations

- Section 16. *Ifugao Federation of Women Organizations*
- Section 17. *Observance of Women's Month/Day*
- Section 18. *Representation of Women in Local Special Bodies*
- Section 19. *Criteria for Hiring in Decision-making Positions*
- Section 20. *Support for Women's Studies*
- Section 21. *Leadership Training for Women*

Article IV. VIOLENCE AGAINST WOMEN AND CHILDREN (VAWC)

- Section 22. *Support to Victim-Survivors of Violence*
- Section 23. *Family Arbitration Committee*
- Section 24. *The Provincial Council Against Gender-based Violence and Trafficking (PCAGVT)*
- Section 25. *Gender Sensitivity Training for Persons Handling VAWC Cases*
- Section 26. *Secured and Conducive Environment for Investigation*
- Section 27. *Victim-Survivors Support Group in Court Hearings*
- Section 28. *Education Laws and Policies Addressing Women's Issues and Concerns*
- Section 29. *Crisis Intervention Center*
- Section 30. *Rehabilitation Program for Perpetrators of Violence*
- Section 31. *Research on the Nature and Causes of Gender-based Violence*
- Section 32. *Prostitution and Trafficking as a Violation of Women's Rights*
- Section 33. *Media Monitoring Board*

V. JUSTICE, PEACE AND ORDER

- Section 34. *Continuous Review of the Gender-responsiveness of Laws and Policies*
- Section 35. *Promotion of Legal Rights Literacy*
- Section 36. *GAD Orientation for Members of the Bar*
- Section 37. *Gender Equality Orientation for Police Personnel and Officers*
- Section 38. *Separate Facility for Female and Minor Detainees*
- Section 39. *Women and Children's Desks (WCDDs)*

Article VI. LABOR AND EMPLOYMENT

Section 40. Mechanism to Monitor Compliance with Labor Laws

Section 41. Non-discrimination in Employment

Section 42. Facilities and Support System for the Well-being of Women and Men Employees

Section 43. Grievance Machinery on Sexual Harassment

Section 44. Survey of Domestic Workers

Section 45. Support for Overseas Filipino Workers (OFW)

Article VII. ENVIRONMENT AND NATURAL RESOURCES

Section 46. Community-based Environment Plans and Programs

Article VIII. EDUCATION, MEDIA, ARTS AND CULTURE

Section 47. Gender-Sensitive Counselling and Career Programs

Section 48. Evening/Weekend Classes for Adults

Section 49. Support for Indigenous Forms by Media

Section 50. Gender-Sensitive Education

Section 51. Preservation of Cultural Identity

Article IX. TRADE, INDUSTRY AND TOURISM

Section 52. Self-employment Initiatives for Women

Section 53. Promotion for Eco-Tourism and Family-Oriented Activities

Article X. OTHER SPECIAL SECTORAL CONCERNS

Section 54. Advocacy on the Rights of Differently-abled Women and Men

Section 55. Organization of Elderly Women and Men

Chapter II: PENAL PROVISIONS

Article I. GENDER RIGHTS TO PROPER HEALTH CARE

Section 56. Socialized Reproductive Health Services

Section 57. Gender Sensitivity Training for Health Care Providers

Article II. VIOLENCE AGAINST WOMEN AND CHILDREN

Section 58. Immediate Action Reports of Violence Against Women and Children

Section 59. Prohibited Fund-Raising Initiatives

Section 60. Contests Which Degrade Women and Men

Article III. JUSTICE, PEACE AND ORDER

Section 61. Non-Disclosure of Victims' and Offenders' Identities

Section 62. Legal Aid Service

Article IV. LABOR AND EMPLOYMENT

Section 63. Equal Access to Job Training and Promotion

Section 64. Wages and Benefits of Women

Section 65. Raids in Entertainment Establishments

Article V. CULTURAL IDENTITY OF INDIGENOUS PEOPLE

Section 66. Prohibition Against Degrading Programs or Publication

Chapter III: PROVISIONS FOR IMPLEMENTATION

Article I. THE PROVINCIAL COUNCIL AGAINST GENDER VIOLENCE AND TRAFFICKING (PCAGVT)

Section 67. The Provincial Council Against Gender Violence and Trafficking (PCAGVT)

Section 68. Composition of the Provincial Council Against Gender Violence and Trafficking

Section 69. Functions of the Members of the PCAGVT

A. Policy/Program Formulation

B. Planning and Budgeting

C. Advocacy Function

D. Coordinative Function

E. Monitoring Function

F. Other Functions

Section 70. Compliance Report

Section 71. GAD Resource Center

Article II. TRANSITORY PROVISIONS

Section 72. Rules and Regulations

Section 73. Funding

Article III. FINAL PROVISIONS

Section 74. Separability Clause

Section 75. Suppletory Clause

Section 76. Effectivity Clause

THE WOMEN DEVELOPMENT CODE OF DAVAO CITY (1997)

Book I: GENERAL PROVISIONS

CHAPTER I. BASIC PRINCIPLES

Article I. TITLE AND GENERAL POLICY

Section 1. Title

Section 2. Declaration of Policy and Principles of the Local Government of Davao City

Article II. RELATED PRINCIPLES

Section 3. Rights of Women Defined

Section 4. Gender, Development, Discrimination, Commodification Explained

CHAPTER II. DEVELOPMENTAL CONCERNS

Article I. VIOLENCE AGAINST WOMEN

Section 1. Violence Against Women Defined

Section 2. Violence Against Women

Section 3. Sexual Abuse Defined

Section 4. Battering Defined

Section 5. Trafficking in Women Defined

Section 6. Mail Order Bride Defined

Section 7. Sexual Harassment Defined

Section 8. Other Forms of Sexual Harassment

Section 9. Pedophilia Defined

- Section 10. Prohibition of Printing, Publication, Display and Distribution of Pornographic Scenes on Movie/TV Trailers/Shows, Posters, Billboards and Other Materials and Similar Literature*
- Section 11. Pornographic and Indecent Shows*
- Section 12. Live Shows*
- Section 13. Comprehensive Support to Women-Survivors of Violence*
- Section 14. Psychosocial Program*
- Section 15. Survivor's Support Group Defined*
- Section 16. Support Services for Women in the Entertainment Industry, Entertainment Industry Defined*
- Section 17. Free Medical Routine Check-up*
- Section 18. Prostitution as a Violation of Women's Rights*
- Section 19. Local Monitoring Board for Violence in Media*
- Section 20. Creation of Women Complaints Relation Section (WCRS) and Appointment of WCRS Officer*
- Section 21. Role of Female Police Officer*
- Section 22. Creation of Family Arbitration Committee within the Lupong Tagapamayapa*
- Section 23. Creation of Medico-Legal Desk for Women at the City Social Services and Development Office*
- Section 24. Creation of Multi-Disciplinary and Multi-Sectoral Coordinating Council on Family Violence*
- Section 25. Inter-Agency Council Against Trafficking*

Article II. POLITICAL AND PUBLIC SPHERE OF WOMEN

- Section 26. Declaration of March 8 as International Women's Day*
- Section 27. Women's Summit of Davao City*
- Section 28. International Day of Action for Women's Health*
- Section 29. Barangay Level Self-Organization of Women*
- Section 30. Creation of Council for Women*
- Section 31. Election of Women Sectoral Representative to the Sangguniang Panlungsod*
- Section 32. Representation of Women in Barangay Development Council (BDC) Structure*
- Section 33. Women Representatives to the City Development Council (CDC)*
- Section 34. Peace Based on Justice*

Section 35. Women in Law Enforcement Positions

Article III. CULTURAL IDENTITY OF WOMEN

Section 36. Indigenous and Moro Women of Davao City

Section 37. Culturally-Appropriate Schools

Section 38. Declaration of Indigenous and Moro People's Areas

Section 39. Integrated Development Program for Indigenous and Moro Women

Article IV. LABOR AND EMPLOYMENT

Section 40. Orientation Sexual Harassment

Section 41. Setting-up of Grievance Machinery

Section 42. Gender-Sensitive Physical Plant

Section 43. Tax Incentives for Business Entities

Section 44. Monitoring System for Labor Standards

Article V. HEALTH RIGHT

Section 45. Budget for Women's Health

Section 46. Upgrading of Health Care Delivery System

Section 47. Reproductive Health Care Delivery, Reproductive Health Defined

Section 48. Women's Control Over Their Bodies

Section 49. Gender-Sensitive Crisis Intervention Unit

Section 50. Gender-Fair Approach to Pre-Marital Counseling Program

Section 51. Strengthen Primary Health Care Delivery

Article VI. EDUCATION RIGHT

Section 52. Sunday Classes for Women

Section 53. Promotion of Gender-Sensitive Curricula

Section 54. Adult Education

Section 55. Monitoring and Reporting of Stereotyped Portrayal of Roles of Women and Men in Educational Materials

Article VII. SOCIO-ECONOMIC BENEFITS FOR WOMEN

Section 56. Increase Capital Assistance for Women

Section 57. Access to Safe Water

Article VIII. RURAL WOMEN'S RIGHTS

- Section 58. *Land for Women-headed Households and Landless Families*
- Section 59. *Promotion of Land-based Projects, Land-based Projects Defined*
- Section 60. *Access to Science and Women-Friendly Alternative Technology Education*

Article IX. SPECIAL SECTORAL CONCERNS

- Section 61. *Special Education for Differently-abled Women, Differently-abled Women Defined*
- Section 62. *Advocacy on Differently-abled Women's Rights*
- Section 63. *Creative Employment Opportunities for Differently-abled Women*
- Section 64. *Reporting of Cases of Harassment Committed Against Differently-abled Women*
- Section 65. *Organization of Differently-abled Women*
- Section 66. *Organization of the Elderly Women*
- Section 67. *Support Funds for the Elderly Women*
- Section 68. *Support to Women in Detention*
- Section 69. *Respect for Women's Sexual Preference*

Article X. WOMEN AND CHILDREN SUPPORT SYSTEM

- Section 70. *Day Care Centers*
- Section 71. *Parental Authority*

Article XI. GENDER AND DEVELOPMENT

- Section 72. *Gender and Development Defined*
- Section 73. *Gender Sensitivity Training, Gender Sensitization Defined*
- Section 74. *Active Support to Gender Studies*
- Section 75. *Popularization of Gender-Fair Materials*
- Section 76. *Gender and Development Officer*
- Section 77. *Integrated Gender-Sensitive and Environment-Friendly Zonification Plan of Davao City*
- Section 78. *Community-Based Environment Plans and Programs*
- Section 79. *Gender-Sensitive Natural Resource-based Management Programs*

- Section 80. Role of Women in Environmental Impact Assessment of Projects*
- Section 81. Promotion of Appropriate Technology*
- Section 82. Creation of Resource Management Council*
- Section 83. Sufficient Budget for Basic Social Services*
- Section 84. Investments and Loans*
- Section 85. Overseas Contract Workers' (OCW) Wives and Children Support*
- Section 86. Special Course on OCW*
- Section 87. Education National Policies*
- Section 88. Special Training for Lupong Tagapamayapa*
- Section 89. Gender Sensitization as Prerequisite to Employment and Promotion*
- Section 90. Gender and Population*
- Section 91. Training on Non-Traditional Occupation*

Book II: FINAL PROVISIONS

CHAPTER I. PENAL PROVISIONS

Article I. VIOLENCE AGAINST WOMEN AND CHILDREN

- Section 1. Soliciting Women's Services*
- Section 2. Other Forms of Trafficking in Women*
- Section 3. Sex Trade*
- Section 4. Sex Tours*
- Section 5. "Beauty" Contest*
- Section 6. Fund-raising Initiative Defined*
- Section 7. Benefit Dance/Disco Defined*
- Section 8. Women in Armed Conflict Situation*
- Section 9. Forced Marriage*
- Section 10. Conscious Surveillance of Entertainment Establishments*

Article II. CULTURAL IDENTITY OF WOMEN

- Section 11. Indigenous and Moro Cultural Practices*

Article III. LABOR AND EMPLOYMENT

- Section 12. Equal Access to Job Training and Promotion*
- Section 13. Wage and Benefits for Women*
- Section 14. Facilities and Support Systems for Women*
- Section 15. Reproductive Health Services*
- Section 16. Orientation Sexual Harassment*
- Section 17. Gender-Sensitive Physical Plant*
- Section 18. Increase Maternity Leave Benefits as Incentives for Breastfeeding Mothers in the Public and Private Sector*
- Section 19. Barangay-based House help Support*
- Section 20. Women in the Entertainment Industry*
- Section 21. Raids*

Article IV. HEALTH RIGHT

- Section 22. Socialized Reproductive Health Services for All Hospitals*

Article V. SOCIO-ECONOMIC BENEFITS FOR WOMEN

- Section 23. Socialized Lending for Women*

Article VI. RURAL WOMEN'S RIGHTS

- Section 24. Promotion of Environment-Friendly Technologies*

Article VII. SPECIAL SECTORAL CONCERNS

- Section 25. Barangay-level Sanction on Cases of Harassment Committed Against Differently-abled Women*

Article VIII. WOMEN AND CHILDREN

- Section 26. Support to Women and Children*

Article IX. GENDER AND DEVELOPMENT

- Section 27. Gender Sensitivity Orientation and Training*

CHAPTER II. PROVISIONS FOR IMPLEMENTATION

- Section 28. Creation of the Integrated Gender and Development Office, Integrated Gender and Development Office Defined*
- Section 29. Functions of the Integrated Gender and Development Office*
- Section 30. Role of the Council for Women of Davao City*
- Section 31. Rules and Regulations*
- Section 32. Compliance Report*
- Section 33. Appropriations*

CHAPTER III. FINAL PROVISIONS

- Section 34. Separability Clause*
- Section 35. Repealing Clause*
- Section 36. Effectivity Clause*

Part IV:

**GAD-related
Mandates
and Framework**

BRIEF DESCRIPTION

The GAD-related mandates and frameworks which shall serve as bases for the formulation of the GAD Code may include the following:

A. International Commitments on Women and GAD:

United Nations Convention on the Elimination of All Forms of Discrimination Against Women (UN CEDAW)

Defines discrimination against women as “any distinction, exclusion or restriction made on the basis of sex which has the effect or purpose of impairing or nullifying the recognition, enjoyment or exercise by women, irrespective of their marital status, on the basis of equality of men and women, of human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field.” This treaty was signed by the Philippines on July 17, 1980, and was subsequently ratified on August 5, 1981 which makes the country legally bound to put its provisions into practice.

Beijing Platform for Action (BPfA)

Identifies 12 areas of concern and strategies and actions that the world community must undertake, namely: (1) women and poverty; (2) education and training on women; (3) women and health; (4) violence against women; (5) women in armed conflict; (6) women and the economy; (7) women in power and decision-making; (8) institutional mechanisms for the advancement of women; (9) human rights of women; (10) women and media; (11) women and the environment; and (12) the girl-child. An international commitment adopted during the Fourth World Conference on Women in 1995, it seeks to remove obstacles to women's full and equal participation in all spheres of life, protects women's human rights, and integrates women's concerns in all aspects of sustainable development.

Program of Action of the International Conference on Population and Development (POA-ICPD)

Stipulates that population and development are inextricably linked, and that empowering women and meeting people's needs for education and health, including reproductive health, are necessary for both individual advancement and balanced development. This 20-year program of action adopted by 179 countries in 1995 provides concrete goals centered on providing universal education; reducing infant, child and maternal mortality; and ensuring universal access to reproductive health care, including family planning, assisted childbirth and prevention of sexually transmitted infections including HIV/AIDS.

Millennium Declaration and the Millennium Development Goals (MDG)

Calls for a global consensus among the 189 member countries of the United Nations towards swift and effective action to achieve development and eradicate poverty by 2015. The MDGs include an explicit gender equality goal as well as provide a clear recognition that gender equality is essential in achieving all the other goals.

Other International Conventions that Support GAD and Women's Concerns

In keeping with the Rights-Based Approach and the concept of gender issues being a cross-cutting concern, the state obligation to uphold and promote women's rights is not exclusive to the CEDAW. More so, in instances where the CEDAW Convention is less specific than other instruments, or does not address certain rights explicitly, such gaps can be filled by referring to provisions of particular relevance to women of the other seven (7) human rights conventions to which the Philippines is a state party to: International Convention on Economic, Social

and Cultural Rights (ICESCR), International Covenant on Civil and Political Rights (ICCPR), International Convention on the Elimination of All Forms of Racial Discrimination (ICERD), Convention Against Torture (CAT), International Convention on the Protection of Rights of All Migrant Workers and Members of their Families (CMW), Convention on the Rights of the Child (CRC), and International Convention on the Rights of People with Disabilities (ICRPD).

B. Philippine Laws and Policies Related to Women and GAD:

The 1987 Philippine 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" (Art. II, Sec. 14). It also provides that "...the State shall protect working women by providing safe and healthy working conditions, taking into account their maternal functions, and such facilities and opportunities that will enhance their welfare and enable them to realize their full potential in the service of the nation" (Art. XIII, Sec. 14).

Women in Development and Nation-Building Act of 1992 (Republic Act No. 7192)

Promotes the integration of women as full and equal partners of men in development and nation-building. It allows women to engage in economic activities even without their husband's consent, and provides resources for programs and activities for women, among others.

Local Government Code of 1991 (Republic Act No. 7160)

Mandates LGUs to promote the general welfare and provide basic services and facilities to constituents.

Magna Carta of Women (MCW) or Republic Act No. 9710

Provides a comprehensive women's human rights framework that seeks to eliminate discrimination against women by recognizing, protecting, fulfilling and promoting the rights of Filipino women, especially those in the marginalized sectors.

It highlights every woman's right to: protection from all forms of violence; protection and security in times of disaster, calamities, armed conflicts and other crisis situations; participation and representation; equal treatment before the law; equal access and elimination of discrimination against women in education, scholarships and training; equal participation in sports; non-discrimination in employment in the field of military, police and other similar services; non-discriminatory and non-derogatory portrayal in media and film; comprehensive health services, health information and education; employment leave benefits due to surgeries caused by gynecological disorders; and equal rights in all matters relating to marriage and family relations.

It also guarantees the civil, political, cultural, social and economic rights of women in the marginalized sectors, particularly their right to:

- Food security and resources for food production, including equal rights in the titling of the land and issuance of stewardship contracts and patents;
- Localized, accessible, secure and affordable housing;
- Employment, livelihood, credit, capital and technology;
- Skills training, scholarships, especially in research and development aimed towards women friendly farm technology;
- Representation and participation in policy-making or decision-making bodies in the regional, national, and international levels;

- Access to information regarding policies on women, including programs, projects and funding outlays that affect them;
- Social protection;
- Recognition and preservation of cultural identity and integrity (provided that these cultural systems and practices are not discriminatory to women);
- Participation and representation in discussions on peace and development;
- Services and interventions for women in especially difficult circumstances (WEDC);
- Protection of girl-children against all forms of discrimination in education, health and nutrition, skills development; and
- Protection of women senior citizens.

The MCW mandates local government units and other government agencies and instrumentalities to utilize at least 5% of their total budgets on, and institute mechanisms to carry out legislations, programs, projects, services and activities addressing gender issues in their locality to promote women's empowerment and gender equality.

C. Other Relevant National Laws and Policies

On Labor and Employment

EO 340: *Directing National Government Agencies and Government-Owned and Controlled Corporations to provide Day Care services for their employees' children*

PD 442: *Labor Code of the Philippines*

RA 6725: *An Act Strengthening the Prohibition on Discrimination Against Women with Respect to Terms and Conditions of Employment, Amending for the Purpose Article One Hundred Thirty-Five of the Labor Code, as Amended*

RA 6938: *Cooperative Code of the Philippines*

- RA 6972:** *Barangay-Level Total Development and Protection of Children Act*
- RA 7305:** *Magna Carta of Public Health Workers*
- RA 7322:** *An Act Increasing the Maternity Benefits of Women in the Private Sector Amending for the Purpose Section 14-A of Republic Act No. 1161, as Amended, and for Other Purposes*
- RA 7655:** *An Act Increasing the Minimum Wage of Household Helpers, Amending for the Purpose Article 143 of Presidential Decree No. 442, as Amended*
- RA 7699:** *Portability Law*
- RA 8042:** *Migrant Workers and Overseas Filipinos Act of 1995*
- RA 8187:** *Paternity Leave Act of 1996*
- RA 9178:** *Barangay Micro Business Enterprises (BMBEs) Act of 2002*
- RA 9501:** *Magna Carta for Micro, Small and Medium Enterprises (MSMEs)*

On Social and Economic Rights

- Proc. 1105:** *National Rural Women's Day*
- RA 7394:** *Consumer Act of the Philippines*
- RA 7882:** *An Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises, and for Other Purposes*
- RA 8289:** *Magna Carta for Small Enterprises*
- RA 8425:** *Social Reform and Poverty Alleviation Act*
- RA 8972:** *Solo Parents' Welfare Act of 2000*

On Violence Against Women

- Act No. 3815:** *The Revised Penal Code*
- CSC MC No. 30, s. 1994:** *Policy on Sexual Harassment in the Workplace*
- Proc. No 731:** *National Awareness Week for the Prevention of Child Sexual Abuse and Exploitation*
- RA 6955:** *An Act to Declare Unlawful the Practice of Matching Filipino Women for Marriage to Foreign Nationals on a Mail Order Basis and other Similar Practices Including Advertisement, Publication, Printing or Distribution of Brochures, Fliers and Other Propaganda Materials*
- RA 6981:** *Witness Protection, Security and Benefit Act*
- RA 7610:** *Special Protection of Children Against Abuse, Exploitation and Discrimination Act*
- RA 7877:** *Anti-Sexual Harassment Act of 1995*
- RA 8353:** *Anti-Rape Law of 1997*
- RA 8505:** *Rape Victim Assistance and Protection Act of 1998*
- RA 9262:** *Anti-Violence Against Women and their Children Act of 2004*
- RA 9208:** *Anti-Trafficking in Persons Act of 2003*
- RA 9775:** *Anti-Child Pornography Act of 2009*
- RA 9995:** *Anti-Photo and Video Voyeurism Act of 2009*

Essential Points per Area of Concern

The essential points of these mandates and frameworks are grouped in the following tables vis-à-vis specific GAD concerns to become useful in drafting the GAD Code.

GAD Mandates & Frameworks	ESSENTIAL POINTS
I. Basic Principles of Women’s Empowerment and Gender Equality	
CEDAW, RA 9710	<ul style="list-style-type: none"> • Condemn discrimination and provide measures to eliminate it. • Promote equality in laws and policies, modification of discriminatory laws and practices, legal protection, and non-discriminatory practices. • Promote full development and advancement of women so they can exercise and enjoy human rights and fundamental freedoms equal with men.
1987 Constitution, RA 7192, RA 9710, GAD Budget Policies	<ul style="list-style-type: none"> • Ensure the fundamental equality before the law of women and men.
BPfA	<ul style="list-style-type: none"> • Identifies the promotion and protection of women’s human rights and full implementation of human rights instruments especially CEDAW. • Calls on governments, the international community and civil society to improve the situation of women by taking strategic actions in 12 critical areas of concern.
MDG	<ul style="list-style-type: none"> • Aims to promote gender equality and women’s empowerment, and develop global partnership for development, including a commitment to governance, development and poverty reduction.

GAD Mandates & Frameworks	ESSENTIAL POINTS
II. Education and Media	
CEDAW, BPfA, RA 9710, PPGD	<ul style="list-style-type: none"> • Guarantee all women the right to good, quality education, leisure, sports and cultural activities • Oblige measures to ensure (a) women’s equal rights with men in the field of education, particularly, career and vocational guidance (rural as well as urban areas); (b) access to curricula, examinations, teaching staff, premises and equipment; (c) elimination of stereotyping; (d) reduction of female drop-outs; (e) equal access in sports and physical education and specific educational information to ensure the health and well-being of families; and (f) elimination of sex-role stereotyping and practices.
BPfA, PPGD, RA 9710	<ul style="list-style-type: none"> • Aim to (a) allocate resources for and monitor the implementation of educational reforms; (b) promote lifelong education and training for girls and women; and (c) achieve legal literacy for women. • Identify the need for a balanced and non-stereo-typed portrayal of women in the media.
MDG	<ul style="list-style-type: none"> • Aims to achieve universal primary and secondary education, and achieve gender parity in all levels of education.
PPGD	<ul style="list-style-type: none"> • Aims to (a) increase the participation and access of women to expression and decision-making in and through the media and new technologies of communication; (b) promote a healthy work environment and equal opportunities and compensation for women and men media practitioners; (c) capacitate women media workers on GAD; (d) organize women media users to become active feedback mechanisms; (e) raise the status of women artists and cultural workers and promote recognition of their work; and (f) encourage the production and patronage of works of art that reflect keener perception of gender roles and realities.

GAD Mandates & Frameworks	ESSENTIAL POINTS
III. Environment	
BPfA, PPGD	<ul style="list-style-type: none"> • Aim to (a) involve women actively in environmental decision-making at all levels; (b) integrate gender concerns and perspectives in policies and programs for sustainable development; (c) strengthen or establish mechanisms at the national, regional and international levels to assess the impact of development and environmental policies on women; and (d) ensure women’s enjoyment of their equitable share of benefits from sustainable resource use and quality environment.
IV. Health	
BPfA, RA 9710, PPGD	<ul style="list-style-type: none"> • Identify the need for (a) appropriate, quality and affordable health care, information and, related services; (b) strengthened preventive programs promoting women’s health; (c) gender-sensitive initiatives that address STDs, HIV/AIDS, and sexual and reproductive health issues; (d) research and information dissemination on women’s health; and (e) increased resources for monitoring. • Undertake gender-sensitive initiatives that address STDs, HIV/AIDS, and sexual and reproductive health issues, promote research and disseminate information on women’s health, and increase resources for monitoring.
CEDAW, BPfA, MDG, RA 9710, PPGD	<ul style="list-style-type: none"> • Guarantee women’s equal access to a full range of comprehensive health services including prevention and treatment of diseases and sexual and reproductive health services, throughout the life cycle, equal decision-making on the number of children and number of years between pregnancies, and shared parenting. • Recommend consistency of policies and services with women’s human rights including family planning and sexuality education programs for adolescents, reduction of maternal and child mortality rates, removal of barriers to women’s access to health services, information and education.

GAD Mandates & Frameworks	ESSENTIAL POINTS
ICPD	<ul style="list-style-type: none"> • Aims to provide universal education; reduce infant, child and maternal mortality; and ensure universal access to reproductive health care, including family planning, assisted childbirth and prevention of sexually transmitted infections including HIV/AIDS.
PPGD	<ul style="list-style-type: none"> • Aims to (a) improve nutritional status of women and girls; (b) provide marginalized groups access to health care; (c) increase men’s participation and share of responsibility in limiting family size and birth spacing; (d) develop an integrated communication strategy that will change women’s health-related behavior; and (e) institute a system for gathering sex-disaggregated information as basis for planning and policy concerns.
V. Infrastructure and Science & Technology	
PPGD	<ul style="list-style-type: none"> • Aims to (a) promote increased participation of women; (b) integrate specific needs of women in infrastructure development; (c) promote and enhance women’s active participation in science and technology; and (d) ensure that scientific and technological advancement respond to women’s needs.
VI. Institutional Mechanism	
MDG/ BPfA	<ul style="list-style-type: none"> • Aims to develop global partnership for development.

GAD Mandates & Frameworks	ESSENTIAL POINTS
VII. Labor and Employment	
<p style="text-align: center;">1987 Constitution and Related Laws</p>	<ul style="list-style-type: none"> • Guarantee working women’s safe and healthy working conditions taking into account their maternal functions, and facilities and opportunities that will enhance their welfare and enable them to realize their full potential in the service of the nation. • EO 340 Directing National Government Agencies and Government-Owned and -Controlled Corporations to Provide Day Care Services for their Employees’ Children under Five Years of Age • PD 442 Labor Code of the Philippines • RA 6725 An Act Strengthening the Prohibition on Discrimination Against Women with Respect to Terms and Conditions of Employment; • RA 6938 Cooperative Code of the Philippines • RA 6972 Barangay-Level Total Development and Protection of Children Act • RA 7305 Magna Carta of Public Health Workers • RA 7322 An Act Increasing the Maternity Benefits of Women in the Private Sector • RA 7655 An Act Increasing the Minimum Wage of Household Helpers • RA 7699 Portability Law • RA 8042 Migrant Workers and Overseas Filipinos Act of 1995 • RA 8187 Paternity Leave Act of 1996 • RA 9178 Barangay Micro Business Enterprises (BMBEs) Act of 2002 • RA 9501 Magna Carta for Micro, Small and Medium Enterprises (MSMEs)
<p style="text-align: center;">CMW, RA 9710</p>	<ul style="list-style-type: none"> • Protect individuals, including migrant women, against sex- and gender-based discrimination.

GAD Mandates & Frameworks	ESSENTIAL POINTS
BPfA	<ul style="list-style-type: none"> • Identifies the need to revise laws and administrative practices to ensure women’s equal rights and access to economic resources, savings and credit mechanisms and institutions, and to develop gender-based methodologies and research to address the feminization of poverty. • Identifies the need to provide business services, training and access to markets, information and technology, particularly to low-income women. • Strengthens women’s capacity and commercial networks. • Eliminates occupational segregation and all forms of employment segregation. • Promotes harmonization of work and family responsibilities for women and men.
CEDAW, BPfA, RA 9710	<ul style="list-style-type: none"> • Guarantee equal access to jobs, benefits, promotions and trainings. • Guarantee equal pay and equal treatment for work of equal value, health protection and safety in working conditions, and maternity leave and supporting health services without loss of employment on the grounds of maternity or marriage. • Oblige non-discrimination based on pregnancy, maternity leave or marital status, and provision of social allowances and support services, such as child-free facilities that enable parents to combine family life, employment and participation in public life. • Recommend (a) non-discriminatory job evaluation systems; (b) support for the creation of implementation machinery and collective agreements to ensure equal remuneration for work of equal value; (c) Collection of statistical data on women who work without payment; (d) social security and benefits in enterprises owned by a family member to ensure that they receive due payment and benefits; and (e) support for research on women’s unremunerated work.

GAD Mandates & Frameworks	ESSENTIAL POINTS
CEDAW, BPfA	<ul style="list-style-type: none"> • Recommend the study, development and adoption of job evaluation systems based on gender-neutral criteria that would facilitate the comparison of the value of those jobs of a different nature, in which women presently predominate, with those jobs in which men presently predominate. • Require government to take the necessary steps to guarantee payment, social security and social benefits for women who work without such benefits in enterprises owned by a family member.
PPGD, BPfA, RA 9710	<ul style="list-style-type: none"> • Aim to (a) raise government officials and employees' awareness on gender concerns and public sector unionism; (b) review policies towards more harmonious relations between workers and government; (c) conduct advocacy on women's participation to top level/decision-making positions in all branches of government; (d) develop and implement an affirmative action program to improve the status and productivity of women; (e) institutionalize data collection system; (f) strengthen collaboration between GOs/NGOs; (g) enhance equality in opportunities and conditions of employment for women in all sectors; (h) eliminate sexual harassment at the workplace; and (i) enforce protective legislation for women workers in all sectors.
ILO Convention 100	<ul style="list-style-type: none"> • Mandates the application to all workers of the principle of equal remuneration for men and women workers for work of equal value.

GAD Mandates & Frameworks	ESSENTIAL POINTS
VIII. Marginalized/Disadvantaged Women's Sectors	
A. Rural Women	
CEDAW, RA 9710	<ul style="list-style-type: none"> • Oblige rural women's participation in development; comprehensive health services including family planning; benefits from social security programs; education and training; equal access to economic opportunities, loans, marketing facilities, and appropriate technology; equal treatment in land and agrarian reform; adequate living conditions, housing, sanitation, electricity and water supply; transport and communications; and for indigenous women, added protection for their cultural and ancestral domains.
B. Indigenous Women	
CEDAW	<ul style="list-style-type: none"> • Requires interventions to respond to unique concerns of indigenous women as specified under the article on rural women.
PPGD, RA 9710	<ul style="list-style-type: none"> • Recommend concrete interventions for the protection of indigenous women's cultural and ancestral domains. • Identify the need to (a) expand and upgrade the delivery of economic, social and health services for indigenous women; (b) preserve and promote the observance of cultural traditions that are gender fair and empowering for women; and (c) ensure the continuous source of livelihood and food through the protection of the environment and the ecological system.
C. Differently-abled Women	
CEDAW, RA 9710	<ul style="list-style-type: none"> • Recommend appropriate measures to deal with their particular situation including the need for equal access to education, employment, health services and social security, and equal participation in all areas of social and cultural life.
ICRPD	<ul style="list-style-type: none"> • Requires that measures be undertaken to ensure that women and girls with disabilities fully and equally enjoy all human rights and fundamental freedoms.

GAD Mandates & Frameworks	ESSENTIAL POINTS
D. Homosexuals	
CEDAW	<ul style="list-style-type: none"> • Guarantees their human rights and fundamental freedom, including freedom from violence. • Obliges the elimination of prejudices and all practices based on the idea of inferiority or superiority of either sex or on stereotyped roles for women and men.
E. Girl-Children	
BPfA, RA 9710	<ul style="list-style-type: none"> • Identify the need to (a) eliminate discrimination in education, skills development and training, health and nutrition; (b) eliminate economic exploitation of child labor and protect young girls at work; (c) eradicate violence against the girl-child; (d) promote the child's awareness of and participation in social, economic and political life; and (e) strengthen the role of the family in improving the status of the girl-child.
CRC	<ul style="list-style-type: none"> • Specifies that a primary consideration guiding all actions concerning children must be the best interests of the child, taking into account the rights and duties of parents or others who are legally responsible for the child, irrespective of the child's or his or her parent's or legal guardian's race, color, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.
F. Women Migrant Workers	
PPGD, RA 9710	<ul style="list-style-type: none"> • Aim to (a) eliminate gender bias in employment practices; (b) assist and enable returning migrant workers and their families to reintegrate faster into the mainstreams of Philippine society; and (c) monitor and document the various aspects and facets of female migration.
CEDAW GR 26	<ul style="list-style-type: none"> • Elaborates the circumstances which contribute to the specific vulnerability of many women migrant workers and their experience of sex- and gender-based discrimination as a cause and consequence of the violation of their human rights.

GAD Mandates & Frameworks	ESSENTIAL POINTS
IX. Peace & Order and Armed Conflict	
BPfA, PPGD, RA 9710	<ul style="list-style-type: none"> Identify the need to (a) increase women’s participation in conflict resolution and decision-making; (b) protect women and those in situations of or displaced by armed and other conflicts; (c) promote non-violent forms of conflict resolution and reduce the incidence of human rights abuse in conflict situations; (d) promote women’s contribution to fostering a culture of peace; (e) integrate women and children’s agenda in peace consultations and processes; (f) mainstream peace education; (g) institutionalize sex-disaggregated data collection; and (h) increase gender awareness of decision-makers and implementers.
PPGD	<ul style="list-style-type: none"> Aims for (a) comprehensive policy on women’s specific concerns in the peace and order sector; (b) stronger data and referral systems/linkages; (c) gender awareness; (d) appropriate mechanisms (i.e. support system, etc.) for women; and (e) intensified information campaign.
UN SCRs 1325 & 1820, RA 9710	<ul style="list-style-type: none"> Demand all parties to armed conflict to immediately cease acts of sexual violence against civilians and take appropriate measures to protect women and girls from rape and other forms of sexual abuse and other gender-based violence in situations of armed conflict.
X. Politics and Decision-Making	
BPfA, PPGD, RA 9710	<ul style="list-style-type: none"> Identify the need to increase and enhance women’s participation and leadership roles.

GAD Mandates & Frameworks	ESSENTIAL POINTS
CEDAW, BPfA, PPGD	<ul style="list-style-type: none"> • Guarantee women’s equal right to vote, run for elections, hold office and participate in the government and non-government organizations and associations. • Oblige the use of temporary special measures on non-discrimination of women in organizations concerned with the public/political life.
PPGD	<ul style="list-style-type: none"> • Aims to (a) integrate positive role concepts about women in government training programs; (b) create awareness on women’s issues in politics and governance; and (c) ensure the active participation of women, especially those in the marginalized sectors, in media, environment, social welfare and community development, infrastructure development and science and technology sectors.
XI. Socio-Economic Services	
MDG	<ul style="list-style-type: none"> • Aims to eradicate extreme poverty and hunger.
National Laws	<ul style="list-style-type: none"> • Proc. 1105 National Rural Women’s Day • RA 7394 Consumer Act of the Philippines • RA 7882 An Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises • RA 8289 Magna Carta for Small Enterprises • RA 8425 Social Reform and Poverty Alleviation Act • RA 8972 Solo Parents’ Welfare Act of 2000
ICESCR	<ul style="list-style-type: none"> • Mandates government to ensure equal rights of men and women in the enjoyment of all economic, social and cultural rights will be exercised without discrimination of any kind as to race, color, sex, language, religion, political or other opinion, national or social origin, property, birth or other status.

GAD Mandates & Frameworks	ESSENTIAL POINTS
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VII. Labor and Employment	
RA 9501	<ul style="list-style-type: none"> Requires: (a) government to provide adequate support to MSMEs through effective credit facilities that do away with burdensome collateral requirements, access to new technologies and regular entrepreneurship training programs for workers and a comprehensive development plan that would ensure the viability and growth of small and medium businesses in the country; and (b) banks and lending institutions to allocate at least eight percent of their loan portfolio to micro and small enterprises.
XII. VAW (including prostitution and trafficking)	
BPfA, PPGD	<ul style="list-style-type: none"> Identify the need to (a) make integrated measures to prevent and eliminate violence against women; (b) study the causes and consequences of VAW, and the effectiveness of measures taken; and (c) correct inequalities in the household, and assist victims of prostitution and trafficking.
CEDAW, RA 9710	<ul style="list-style-type: none"> Guarantee women’s right to be free from all forms of violence, slavery and prostitution. Recommend legislation and other measures to eradicate violence, support services for women who are victims of aggression or abuses, and collect statistical data on the incidence of violence of all kinds against women and on women who are victims of violence. Recommend the (a) enactment and implementation of legislation to protect women against all kinds of violence in everyday life (including sexual violence, abuses in the family, sexual harassment at the workplace, etc.); (b) conduct of other measures to eradicate VAW; (c) provision of support services for women who are victims of aggression or abuses; and (d) generation of statistical data on the incidence of violence of all kinds against women and on women who are victims of violence.

GAD Mandates & Frameworks	ESSENTIAL POINTS
National Laws and Policies	<ul style="list-style-type: none"> • Act No. 3815 The Revised Penal Code • CSC MC No. 30, s. 1994 Policy on Sexual Harassment in the Workplace • Proc. No 731 National Awareness Week for the Prevention of Child Sexual Abuse and Exploitation • RA 6955 An Act to Declare Unlawful the Practice of Matching Filipino Women for Marriage to Foreign Nationals on a Mail Order Basis and Other Similar Practices, including the Advertisement, Publication, Printing or Distribution of Brochures, Fliers and Other Propaganda Materials • RA 6981 Witness Protection, Security and Benefit Act • RA 7610 Special Protection of Children Against Abuse, Exploitation and Discrimination Act • RA 7877 Anti-Sexual Harassment Act of 1995 • RA 8353 Anti-Rape Law of 1997 • RA 8505 Rape Victim Assistance and Protection Act of 1998 • RA 9262 Anti-Violence Against Women and their Children Act of 2004 • RA 9208 Anti-Trafficking in Persons Act of 2003 • RA 9775 Anti-Child Pornography Act of 2009 • RA 9995 Anti-Photo and Video Voyeurism Act of 2009
DEVAW	<ul style="list-style-type: none"> • Includes in its definition of VAW the violence/violent acts occurring in the private sphere of the family and in the community and asks for the condemnation and elimination of all forms of VAW without invoking any custom, tradition or religious consideration to avoid their obligations.

PPGD	<ul style="list-style-type: none">• Aims to (a) provide mechanisms for the systematic reporting and documentation of all forms of VAW, including support services such as counseling, temporary shelter and child care for women victims of violence, punitive and/or rehabilitative measures for perpetrators of VAW; and (b) establish networks of organizations, agencies, and individuals dealing with VAW.• Aims, specifically, to provide an integrated approach to prostitution recognizing and protecting human rights particularly as they apply to those involved in or victimized by the “sex sector.”
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Part V:

**Use of Gender-fair
Language**

The promulgation and implementation of a GAD Code is the most explicit expression of a local government's desire to uphold the essence of national and international mandates that promote GAD. As such, the kind of language used is as important as the stipulations in the GAD Code. The use of gender-fair language in its text serves as the first benchmark of gender sensitivity.

Below is the Memorandum Circular of the Civil Service Commission (CSC) mandating all government instrumentalities to employ gender-fair language in all their communication tasks. Following this are some suggestions on how to avoid sexist language in drafting the Code.

CSC MEMORANDUM CIRCULAR No. 12, series of 2005

TO: ALL HEADS OF CONSTITUTIONAL BODIES; DEPARTMENTS, BUREAUS, OFFICES, AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; STATE UNIVERSITIES AND COLLEGES; GOVERNMENT-OWNED OR - CONTROLLED CORPORATIONS WITH ORIGINAL CHARTER

SUBJECT: Use Of Non-Sexist Language in All Official Documents, Communications, and Issuances Pursuant to CSC Resolution No. 050433 dated March 30, 2005, government officials and employees are encouraged to use non-sexist language in all official documents, communications and, issuances.

In line with the government's efforts to integrate women's concerns in its plans and programs through the years, the Civil Service Commission continuously undertakes gender mainstreaming activities, taking extra efforts in promoting gender sensitivity in the bureaucracy. Beginning June 2000,

gender and development (GAD) perspectives have been integrated in the conduct of civil service examinations partly through the use of non-sexist language in the test items. This has led to the Commission's active campaign on the use of gender-fair language.

Language is a very essential tool in communication. It articulates consciousness, reflects culture, and affects socialization. Hence, the need to recognize the importance of transforming language from traditional usage to a more liberating one, that which is gender-sensitive.

Since government employees and officials encounter gender issues everyday, the use of non-sexist language in preparing letters, memoranda, and other issuances will encourage them to make a conscious effort to avoid implicit and explicit discriminatory language against women or men. This, in turn, will help promote gender sensitivity in the bureaucracy.

Attached are some suggestions on how to use non-sexist language.

Please be guided accordingly.

(signed)

KARINA CONSTANTINO-DAVID
Chair

March 31, 2005

Some Suggestions on How to Use Non-Sexist Language*

1. Eliminate the generic use of HE, HIS, or HIM unless the antecedent is obviously male by:

- a. using plural nouns

TRADITIONAL: *The lawyer uses his brief to guide him.*

SUGGESTION: The lawyers use their briefs to guide them.

- b. deleting he, his, and him altogether, rewording if necessary

TRADITIONAL: *The architect uses his blueprint to guide him.*

SUGGESTION: The architect uses a blueprint as a guide.

- c. substituting articles (a, an, the) for his, using who instead of he

TRADITIONAL: *The writer should know his readers well.*

SUGGESTION: The writer should know the readers well.

- d. using one, we, or you

TRADITIONAL: *As one grows older, he becomes more reflective.*

SUGGESTION: As one grows older, one becomes more reflective.

- e. using the passive voice

TRADITIONAL: *The manager must submit his proposal today.*

SUGGESTION: The proposal must be submitted by the manager today.

2. Eliminate the generic use of MAN. Instead, use PEOPLE, PERSON(S), HUMAN(S), HUMAN BEING(S), HUMANKIND, HUMANITY, and THE HUMAN RACE.

TRADITIONAL: *ordinary man, mankind, the brotherhood of man*

SUGGESTION: ordinary people, humanity, the human family

3. Eliminate sexism in symbolic representations of gender in words, sentences, and texts by:

a. taking the context of the word, analyzing its meaning, and eliminating sexism in the concept

TRADITIONAL: *feelings of brotherhood, feelings of fraternity*

SUGGESTION: feelings of kinship, solidarity

TRADITIONAL: *the founding fathers*

SUGGESTION: the founders, the founding leaders

TRADITIONAL: *the Father of Relativity Theory*

SUGGESTION: the Founder of Relativity Theory, the initiator of relativity theory

b. finding precise words to delineate the thing itself from supposedly sex-linked characteristics

TRADITIONAL: *Titanic was a great ship, but she now rests at the bottom of the sea.*

SUGGESTION: Titanic was a great ship, but it now rests at the bottom of the sea.

TRADITIONAL: *“Don’t let Mother Nature rip you off! She’s out to kill your car’s new finish... Stop her...”*

SUGGESTION: “Don’t let Nature rip you off! It’s out to kill your car’s finish... Stop it...”

4. Eliminate sexual stereotyping of roles by:

a. using the same term for both genders when it comes to profession or employment

TRADITIONAL: *salesman, stewardess*

SUGGESTION: sales agent, flight attendant

b. using gender fair terms in lexical terms

TRADITIONAL: *sportsmanship*

SUGGESTION: highest ideals of fair play

- c. treating men and women in a parallel manner
 - TRADITIONAL: *I now pronounce you man and wife.*
 - SUGGESTION: I now pronounce you husband and wife.

 - d. avoiding language that reinforces stereotyping images
 - TRADITIONAL: *a man's job, the director's girl Friday*
 - SUGGESTION: a big job, the director's assistant

 - e. avoiding language that catches attention to the sex role of men and women
 - TRADITIONAL: *working mothers, spinsters or old maids*
 - SUGGESTION: wage-earning mothers, unmarried women

 - TRADITIONAL: *busboys, chauvinist pigs*
 - SUGGESTION: waiters' assistants, male chauvinists
5. Eliminate sexism when addressing persons formally by:
- a. using Ms. instead of Mrs.
 - TRADITIONAL: *Mrs. dela Cruz*
 - SUGGESTION: Ms. dela Cruz

 - b. using a married woman's first name instead of her husband's
 - TRADITIONAL: *Mrs. Juan dela Cruz*
 - SUGGESTION: Ms. Maria Santos-dela Cruz

 - c. using the corresponding titles for females
 - TRADITIONAL: *Dra. Concepcion Reyes*
 - SUGGESTION: Dr. Concepcion Reyes

 - d. using the title of the job or group in letters to unknown persons
 - TRADITIONAL: *Dear Sir*
 - SUGGESTION: Dear Editor, Dear Credit Manager, Dear Colleague

Part VI:

**Glossary of GAD
Terms**

A. GAD Principles

Gender Equality — refers to the principle asserting the equality of women and men and their right to enjoy equal conditions realizing their full human potentials to contribute and benefit from the results of development, and with the State recognizing that all human beings are free and equal in dignity and rights.

Gender Equity — refers to the policies, instruments, programs, services, and actions that address the disadvantaged position of women in society by providing preferential treatment and affirmative action. Such temporary special measures aimed at accelerating de facto equality between men and women shall not be considered discriminatory but shall in no way entail as a consequence the maintenance of unequal or separate standards. These measures shall be discontinued when the objectives of equality of opportunity and treatment have been achieved.

Women's Empowerment — refers to the provision, availability, and accessibility of opportunities, services, and observance of human rights which enable women to actively participate and contribute to the political, economic, social, and cultural development of the nation as well as those which shall provide them equal access to ownership, management, and control of production, and of material and informational resources and benefits in the family, community, and society.

B. GAD Concepts

Affirmative Action — a policy action that favors marginalized groups in society, such as women. While it is a special measure, it is not considered discriminatory since it aims to accelerate the attainment of equality between the dominant and marginalized groups. Affirmative action should not result in unequal or separate standards and must be continued even when the objectives of equality of opportunity and treatment

have been achieved. An example of an affirmative action is allocating fifty (50) percent of top positions in the bureaucracy to women as an acknowledgment that socio-political conditions exist which prevent women from ascending to those positions.

Development — the improved well-being, or welfare, of people and the process by which this is achieved; the sustained capacity to achieve a better life.

Economic Marginalization — women being considered a non-essential force in the economy despite their crucial role in production and their contributions to development remain unrecognized or undervalued.

GAD Perspective — ability to analyze the socio-economic, political, cultural and psychological implications of an issue to understand how the difference between the sexes affects and is affected by policies, programs and projects. It assesses how these factors relate to discrimination based on sex and how they impose obstacles to a person's opportunities and self-development.

Gender Analysis — a systematic way of analyzing and comparing: a) the differential perspectives, roles, needs and interests of women and men in a project area or institution; b) the relations between women and men pertaining to their access to and control over resources, benefits and decision-making processes; c) the potential differential impact of program or project interventions on women and men, girls and boys; and d) the social and cultural constraints, opportunities, and entry points for reducing gender inequalities and promoting more equal relations between women and men.

Gender and Development (GAD) — refers to the development perspective and process that are participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human

potentials. It seeks to achieve gender equality as a fundamental value that should be reflected in development choices; seeks to transform society's social, economic, and political structures and questions the validity of the gender roles ascribed to women and men; contends that women are active agents of development and not just passive recipients of development assistance; and stresses the need of women to organize themselves and participate in political processes to strengthen their legal rights.

Gender Discrimination — overt behavior in which people are given different and unfavorable treatment on the basis of their race, class, sex, and cultural status; any practice, policy or procedure that denies equality of treatment to an individual or group. In the terminology of the United Nations CEDAW, it is any distinction, exclusion or restriction made on the basis of sex, which has the purpose or effect of denying equal exercise of human rights and fundamental freedoms in all fields of human endeavor.

Gender Issues and Concerns — problems and concerns that arise from the unequal status of women and men including the differential characteristics, roles and expectations attributed by society to women and men. These societal expectations and perceptions, which are reflected in and perpetuated by laws, policies, procedures, systems, programs, projects and activities of government, could impede women's full development and their participation in and equal enjoyment of the fruits of development. Common gender issues are political subordination, economic marginalization, disempowerment, discrimination, stereotyping, multiple burdens, violence against women and personal dehumanization.

Gender Mainstreaming — refers to the strategy for 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. It is the process of assessing the implications to women and men of any planned action, including legislation, policies, or programs in all areas and at all levels.

Gender Stereotyping — unexamined images, ideas or beliefs associated with a particular group that have become fixed in a person's mind and are not open to change (e.g. women are perceived as weak, dependent, subordinate, indecisive, emotional and submissive and their roles, functions and abilities are seen to be primarily tied to the home).

Gender Subordination — submission, sometimes due to force or violence, or being under the authority of one sex, often resulting in women having no control over available resources and having no personal autonomy.

Mainstream — in the context of GAD, an interrelated set of dominant ideas and development directions and the organizations that make decisions about resource allocation and opportunities for development.

Multiple Burden — a situation referring to the heavy workload of women and the many, overlapping tasks involved consisting of unpaid reproductive work, paid productive work, community management, and all other work necessary for the survival of the family.

Reproductive Health — the state of complete physical, mental and social well-being and not merely the absence of disease or infirmity, in all matters relating to reproductive system and to its functions and processes. This implies that people are able to have satisfying and safe sex life and that they have the capability to reproduce and the freedom to decide if, when and how often to do so.

Reproductive Health Care — the constellation of methods, techniques and services that contribute to

reproductive health and well-being by preventing and solving reproductive health-related problems. The elements of reproductive health care according to the Department of Health include: (1) maternal, infant and child health and nutrition; (2) family planning services, counselling and information; (3) prevention and control of abortion and its complications; (4) adolescent reproductive health; (5) treatment of reproductive tract infections (RTIs) and sexually transmittable infections (STIs) including HIV infection; (6) services to victims/survivors of VAW; (7) information, education and communication on human sexuality, reproductive health and responsible parenthood; (8) management and treatment of reproductive cancers; (9) male involvement in reproductive health; and (10) prevention and treatment of infertility.

Violence Against Women (VAW) — any act of gender-based violence that results in physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion, or arbitrary deprivation of liberty, whether occurring in public or private life.

C. **GAD Mechanisms**

GAD Focal Point System -a mechanism created in all government agencies and local government units with the primary function of ensuring the development, implementation and monitoring and evaluation of agency/LGU GAD policies, programs and projects. It also serves as the advisory body on GAD-related matters; leads in assessing the policies, strategies and programs of agencies/LGUs with reference to the priority needs and concerns of women in their area/sector and the performance vis-à-vis GAD-related targets of their agency/ LGU; generates statistics on the status of women personnel and clients; and, establishes strong linkages and partnerships with NGOs/POs that have integrated gender concerns in their institutions and promote their participation in the development planning cycle.

GAD Budget — a portion of an agency's or a local government unit's yearly appropriation which is not an additional amount over and above its regular budget; the allocation of a substantial amount for implementing programs, projects and activities that address gender issues and the cost and sources of financing a GAD plan.

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Local Government Units with GAD Code

as of January 2013

120 LGUs

Region I (1)

Pangasinan Province

Region III (3)

Angeles City
Olongapo City
Gerona, Tarlac

Region IV-A (8)

Cavite Province
Quezon Province
Rizal Province
Tagaytay City
General Nakar, Quezon
Infanta, Quezon
Lopez, Quezon
Real, Quezon

Region IV-B (2)

Palawan Province
Naujan, Oriental Mindoro

Region V (19)

Albay Province
Masbate Province
Sorsogon Province
Iriga City
Naga City
Bombon, Camarines Sur
Buhi, Camarines Sur
Calabanga, Camarines Sur
Canaman, Camarines Sur
Gainza, Camarines Sur
Ligao, Camarines Sur
Pasacao, Camarines Sur
Pili, Camarines Sur
San Fernando, Camarines Sur
Tigaon, Camarines Sur
San Miguel, Catanduanes
Dimasalang, Masbate
Palanas, Masbate
Placer, Masbate

Region VI (19)

Aklan Province
Antique Province
Capiz Province
Bacolod City

Balete, Aklan
Culasi, Antique
Sebaste, Antique
Dumarao, Capiz
Panay, Capiz
Pres. Roxas, Capiz
Sigma, Capiz
Tapaz, Capiz
Jordan, Guimaras
Badiangan, Iloilo
Banate, Iloilo
Barotac, Iloilo
Miag-ao, Iloilo
New Lucena, Iloilo

Region VII (11)

Bohol Province
Cebu Province
Negros Oriental Province
Cebu City
Tagbilaran City
Balilihan, Bohol
Buenavista, Bohol
Carmen, Bohol
Talibon, Bohol
Ubay, Bohol
Capoocan, Leyte

Region VIII (14)

Biliran Province
Eastern Samar Province
Leyte Province
Northern Samar Province
Southern Leyte Province
Almeria, Biliran
Kawayan, Biliran
Capoocan, Leyte
Palo, Leyte
Tanauan, Leyte
Malitbog, Southern Leyte
San Juan, Southern Leyte
Sulat, Eastern Samar
Maydolong, Eastern Samar

Region IX (2)

Zamboanga del Sur Province
Lakewood, Zamboanga del Sur

Local Government Units with GAD Code

as of January 2013

Region XI (3)

Davao City
Tagum City
Matanao, Davao del Sur

Paracelis, Mt. Province
Sagada, Mt. Province

Region XII (10)

North Cotabato Province
Alamada, Cotabato
Aleosan, Cotabato
Banisilan, Cotabato
Libungan, Cotabato
Midsayap, Cotabato
Pigcawayan, Cotabato
Pikit, Cotabato
Sultan Kudarat Province
General Santos City

NCR (3)

Makati City
Quezon City
San Juan City

ARMM (8)

ARMM
Maguindanao Province
Bubong, Lanao Del Sur
Kapatagan, Lanao Del Sur
Marantao, Lanao Del Sur
Upi, Maguindanao
Bongao, Tawi-Tawi
Mapun, Tawi-Tawi

CAR (17)

Ifugao Province
Mountain Province
Baguio City
Aguinaldo, Ifugao
Alfonso Lista, Ifugao
Asipulo, Ifugao
Banaue, Ifugao
Hingyon, Ifugao
Hungduan, Ifugao
Kiangang, Ifugao
Lagawe, Ifugao
Lamut, Ifugao
Mayoyao, Ifugao
Tinoc, Ifugao
Bontoc, Mt. Province

