

Department of the Interior and Local Government
Department of Budget and Management
National Commission on the Role of Filipino Women

JOINT MEMORANDUM CIRCULAR

NO. 2001 01

December 19, 2001

TO : All Governors, City and Municipal Mayors and
Punong Barangays
All Sanggunian Members
All Chairpersons of Committee on Women and Family
All Regional Directors
All Others Concerned

SUBJECT : GUIDELINES FOR INTEGRATING GENDER AND
DEVELOPMENT (GAD) IN THE LOCAL PLANNING AND
BUDGETING SYSTEM THROUGH THE FORMULATION
OF GAD PLANS

The Philippine Plan for Gender Responsive Development (PPGD), 1995-2025 which was adopted through Executive Order No. 273, provided specific services that should be implemented for women in relation to the services stipulated in Republic Act 7160 or the Local Government Code of 1991. Specific provisions are Sections 16 and 17, mandating LGUs to promote the general welfare and provide basic services and facilities to their constituents, including the discharge of devolved responsibilities pursuant to the Code. Cognizant of such policies, all concerned are hereby enjoined to integrate GAD in the Local Planning and Budgeting through the following:

1. Objectives

- General :** To assist LGUs in responding to gender issues of their locality through the formulation of their GAD Plan and integrating the same in their Local Development Plans
- Specific :** To serve as an enabling guideline for the Guidebook on Gender-Responsive Local Planning and Budgeting

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2. Gender and Development Plan (*Annex A*)

- a. All provinces, cities, municipalities and barangays shall prepare a GAD Plan addressing the gender issues of the locality following sections 16 and 17 of the LGC of 1991 and other related provisions.
- b. All LGUs shall integrate gender concerns in the formulation of the CDP/CLUP/AIP using the attached guidebook as their reference.
- c. The formulation of GAD Plan shall follow the regular planning and budget calendar/schedule of LGUs and shall be anchored on the existing Comprehensive Land Use Plan/Comprehensive Development Plan/Annual Investment Plan preparation.
- d. It is the responsibility of the Provincial City and Municipal Planning Development Coordinators to ensure that GAD PPAs are integrated in the local planning process: background profile, physical study, sectoral reports and local investment program of the CLUP. PPAs can be consolidated to represent the LGU GAD Plan.

3. Gender and Development Programs/Projects and Activities (*Annex B*)

- a. All LGUs must ensure that GAD PPAs implemented at their level are responsive to and supportive of the provisions of the Local Government Code of 1991, particularly Section 16 on General Welfare and Section 17 on Basic Services and Facilities, and other related provisions.
- b. In the identification of improved access condition for women and children (i.e. health, water, education, transportation, road construction, market etc.), LGUs must ensure that interventions for improved access conditions generated from the Integrated Rural Accessibility Planning (IRAP) procedure are primarily considered.

4. Appropriations for GAD

- a. LGUs shall ensure that appropriate funds are allocated for implementation of GAD PPAs.

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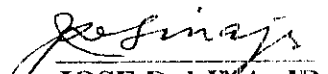
- b. The Provinces, Cities, Municipalities and Barangays shall allocate funds for the implementation of the GAD Plan coming from the internal/local sources, foreign donors and other external funding agencies and as mandated by the FY 2002 General Appropriations Act and other budget guidelines.

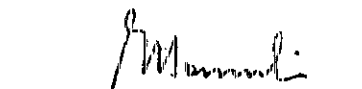
5. Monitoring and Implementation of the GAD Plans (Annex C)


- a. The Local Government Units shall submit to DILG Provincial/City and Municipal Offices their GAD accomplishment reports not later than end of January of the ensuing year.
- b. The DILG Provincial/City Offices shall submit to DILG Regional Office a consolidated LGU-GAD annual accomplishment report following the prescribed local planning and budgeting systems and procedures. Sample format of Implementation Report is also reflected in the Guidebook on Gender Responsive Local Planning and Budgeting.
- c. The DILG Regional Office shall analyze the consolidated regional report based on specific Performance Indicators indicating the highlights of accomplishments vis-à-vis funds allocated and actual expenditures, major concerns/constraints encountered and possible areas for improvement. The consolidated accomplishment reports shall be forwarded to DILG-BLGD within the first quarter of the ensuing year.

It is the responsibility of DILG-BLGD to review the consolidated reports on implementation of concerns and provide comments/resolutions, when necessary and submit them to Congress, copy furnished the NCRFW.

For compliance.


JOSE D. LIMA, JR.
Secretary, DILG


EMILIA T. BONCODIN
Secretary, DBM


AURORA JAVATE-DE DIOS
Chairperson, NCRFW

ANNEX A

GENDER AND DEVELOPMENT (GAD) PLAN

LGU:

Department/Office:

Calendar Year:

GAD PPAs	Gender- Related Issue Addressed	Expected Output/Target Beneficiaries	Implementation Period	Performance Indicators	OPR	Budget Allocation
			Grand Total:			

Prepared by: _____ Approved by: _____ Date: _____

Recommending Approval: _____
 _____ Local Chief Executive _____
 _____ Month/Day/Year

ANNEX B
BASIC STANDARD SERVICES FOR WOMEN

Pursuant to the provision of the Local Government Code (LGC), the LGUs are mandated to provide basic services and facilities to its constituents. The Code, However, has to recognize the differential needs and concerns of women and men constituents in identifying and providing these services. Meanwhile, the Philippine Plan for Gender-Responsive Development, spelled out the services that should be provided to women in relation to the services stipulated in the code. It should be noted that the PPGD thru Executive Order 273 mandates the LGUs to implement the said Plan.

Local Government Code provisions	PPGD provisions
(1) For Barangay	
(i) Agricultural support services which include planting materials distribution system and operation of farm produce collection and buying stations;	
(ii) Health and social welfare services which include maintenance of barangay health center and day-care center;	
(iii) Services and facilities related to general hygiene and sanitation, beautification and solid waste collection	
(iv) Maintenance of Katarungang Pambarangay	<ul style="list-style-type: none"> • Campaign against sexual abuse, pornography, wife battering and other forms of violence against women; press for the prosecution of offenders. • Legal awareness campaign with focus on the rights of women (i.e. legal rights of victims) • Reporting system on domestic and family relation cases filed with the Katarungang Pambarangay • Strengthening the capacity of the Katarungang Pambarangay to act on family cases and complaints, handle mediation and conciliation efforts and process and dispense such cases with reasonable periods

(iii) Subject to the provisions of Title Five, Book I of this Code, health services which include the implementation of programs and projects on primary health care, maternal and child care, and communicable and non-communicable disease control services; purchase of medicines, medical supplies and equipment needed to carry out the services herein enumerated;

- Accessible and acceptable, preventive and curative health services/facilities for women's needs throughout the various stages of the life cycle
- Advocacy information and communication efforts to promote good health practices, especially those related to reproductive health.
- Appropriate and effective family planning materials for women and men and involve both spouses in family planning discussion

(iv) Social welfare services which include programs and services which include programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and disabled persons; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents, and victims of child abuse; livelihood and other pro-poor projects; nutrition services; and family planning services;

- Special institutions for women in difficult circumstances
- Training for women volunteers to assist in specific areas of concern as primary health care projects, disaster preparedness and management, functional literacy program, Clean and green activities, environment protection
- Legal representation for indigent women
- Rehabilitation program for victims of sexual abuse who became pregnant as a result of the crime
- Facilities such as schools, health centers and other physical structures that support economic activities
- Crisis intervention centers and shelters for victims of VAW
- Accredited crisis centers to undertake medico-legal examinations of women victims
- Hospital-based crisis centers and incorporate them into the public health care delivery system
- Legal, social and health programs responsive to the needs of victims of VAW

	<ul style="list-style-type: none"> • Support structures for women in ethnic communities and far-flung areas, militarized zones and disaster stricken areas • Private rooms, women police officers and women doctors to handle cases and examinations of victims of VAW • Rehabilitation and treatment centers for violent and abusive men. • Trauma counseling/therapy for victims of human rights violations and their relatives • People-initiated development programs that support peace-building efforts for women
<p>(v) Information services which include investments and job placement information system. Tax and marketing information systems, and maintenance of public library</p>	<ul style="list-style-type: none"> • Functional literary program for those who had no formal schooling especially for those in the cultural communities and in remote areas
<p>(vi) Solid waste disposal system or environmental management system and services or facilities related to general hygiene and sanitation.</p>	
<p>(vii) Municipal buildings, cultural centers, public parks including freedom parks, playgrounds, and sports facilities and equipment, and other similar facilities</p>	
<p>(viii) Infrastructure facilities intended primarily to service the needs of the residents of the municipality and which are funded out of municipal funds including, but not limited to, municipal roads and bridges; school buildings and other facilities for public elementary and secondary schools; clinics, health centers and other health facilities necessary to carry out health services; communal irrigation, small, water impounding projects and other similar development, rainwater collectors and water supply systems; seawalls, dikes, drainage and sewerage, and flood control; traffic signals and road signs and similar facilities;</p>	<ul style="list-style-type: none"> • Transport facilities to transport agricultural produce farm to market • Level I (point source) water system to be upgraded to level II (communal faucet system) to increase women's access to water • Flood control and drainage system in consideration to women's needs • Rural Electrification • Adequate lightning to public places as possible deterrent to the commission of crimes against women

<p>(ix) Public markets, slaughterhouses and other municipal enterprises;</p>	<ul style="list-style-type: none"> • Facilities such as markets, ice plants, slaughterhouses and other urban structures that support post agricultural and other undertakings that improve women's participation in economic activities
<p>(x) Public cemetery</p> <p>(xi) Tourism facilities and other tourist attractions, including the acquisition of equipment, regulation and supervision of business concessions and security services for such facilities; and</p>	<ul style="list-style-type: none"> • Social tourism programs and projects • Monitoring of tourism establishments especially those operating or acting as fronts for prostitution • Regular inspection of tourism establishments • Promotion of indigenous women's arts and crafts
<p>(xi) Sites for police and fire stations and substations and municipal jails</p>	<ul style="list-style-type: none"> • Police operations/campaigns against VAW • Place for female victims especially of sexual abuse may have privacy and comfort during medical examinations/interviews and investigations • Mechanism to handle cases/problems of victims of violence; additional women's desks and crisis centers in strategic
<p>(3) For Province</p> <p>(i) Agricultural extension and on-site research services and facilities which include the prevention and control of plant and animal pests and disease; dairy farms, livestock markets, animal breeding stations, and artificial inseminations centers; and assistance in the organization of farmers' and fishermen's cooperatives and other collective organizations, as well as the transfer of technology;</p>	
<p>(ii) Industrial research and development services, as well as the transfer of appropriate technology;</p>	<ul style="list-style-type: none"> • Financial and technical resources to women

	<ul style="list-style-type: none"> • Skills training programs and employment opportunities such as livelihood and income generating programs and projects for victims of violence • Livelihood assistance programs (skills/managerial training, credit, cooperatives, etc) for those who are economically dislocated • Skills training programs for women in non-traditional fields such as welding, car-spray painting and computer engineering
<p>(iii) Pursuant to national policies and subjects to supervision, control and review of the DENR, enforcement of forestry laws limited to community-based forestry projects, pollution control law, small scale mining law and other laws on the protection of the environment; and mini-hydro electric projects for local purposes</p>	<ul style="list-style-type: none"> • Infrastructure support for forest conservation and reforestation
<p>(iv) Subject to the provisions of Title-Five, Book I of this, health services which include hospitals and other tertiary health services;</p>	<ul style="list-style-type: none"> • Facilities such as schools, health centers and other physical structures that support economic activities
<p>(v) Social welfare services welfare services which include programs and projects on rebel returnees and evacuees, relief operations and populations and population development services</p>	<ul style="list-style-type: none"> • Special institutions for women in difficult circumstances • Legal representation for indigent women • Training for women volunteers to assist in specific areas of concern as primary health care projects, disaster preparedness and management, functional literacy program, clean and green initiatives, environment protection • Rehabilitation program for victims of sexual abuse who become pregnant as a result of crime • Crisis intervention centers and incorporate them into the public health care delivery system

- Legal, social and health programs responsive to the needs of victims of VAW
- Support structures for women in ethnic communities and far-flung areas, militarized zones and disaster stricken areas
- Private rooms, women police officers and women doctors to handle cases and examinations of victims of VAW
- Rehabilitation and treatment centers for violent and abusive men
- Trauma counseling/therapy for victims of human rights violations and their relatives
- Rehabilitation centers, facilities and programs for street, delinquent, abandoned and problem children; youth centers that provide peer counseling and other education services to children and adolescents; Youth groups and organizations engaged in developing leadership and life education programs, sports and recreation and other wholesome and programs for adoption and foster parenting; and other scholarship programs for children and the youth

ANNEX C

GAD IMPLEMENTATION REPORT
(Annual Accomplishments)

Basic Standard Services for Women	Major Accomplishments	Cost of Activities	Status of Project Period	Constraints Encountered/Major Concerns
			Grand Total:	
Prepared by: _____		Approved by: _____		
Recommending Approval: _____		Local Chief Executive		

ANNEX D

GLOSSARY OF GAD TERMS

- 4.1 ***Gender Mainstreaming and Institutionalization*** – This is the process through which gender concerns are integrated into the overall operations of the LGUs. It is an organized effort to bring gender perspective in the goals, policies, structures, processes, programs and projects of LGUs. For this purpose, it shall entail the review and enhancement of existing LGU Programs Projects Activities (PPAs) to integrate gender perspective therein, and the formulation of new LGU PPAs addressing the gender issues in the localities, its integration in the local development plan and institutionalization at local level planning.
- 4.2 ***Gender and Development Plan*** - This is a set of programs, projects and activities systematically designed, implemented and monitored/evaluated by the LGUs over a given period of time to address the gender issues of their respective localities. The Plan must be consistent with the LGU mandate, reflecting therein all GAD-related PPAs of concerned LGU departments/offices. The GAD Plan must take its direction from the Philippine Plan for Gender Responsive Development (PPGD), 1995-2025 adopted through Executive Order No. 273. Planning for GAD should be an integral part of the LGU Development Plan. The GAD Plan represents the specific GAD programs, projects and activities incorporated in the Comprehensive Development Plan under sectoral programs and projects and integrated in the Local Development Plan as specific projects and activities.
- 4.3 ***GAD Focal Point*** – This is a mechanism that provides leadership in the preparation of the GAD Plan, coordination, direction and monitoring of the programs/projects on women and gender and development concerns within the LGU.
- 4.4 ***GAD Budget Policies*** – These are policies (i.e.: Women in Development, Budget Provisions in the General Appropriations Act, DBM Local Budget Memorandum, etc.) that mandate all government entities, including LGUs, to mobilize resources for PPAs addressing gender concerns.

4.5. *GAD-Responsive LGUs* - This is a mechanism that provides for basis if LGUs are responsive to GAD in addressing their total development. The following indicators may be considered in identifying gender-responsive LGUs:

- A) LGUs know how to identify gender issues
- B) LGUs have clear strategies in addressing gender issues and problems
- C) LGUs have clear measures of performance indicators to identified strategies
- D) LGUs have clear budget in funding GAD-related PPAs