



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

OFFICE OF THE MUNICIPAL MAYOR

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5208

Email: mayorsoffice@pinamalayan.gov.ph

Telephone No. 043-284-7145



EXECUTIVE ORDER NO. 042-2025

AN ORDER RECONSTITUTING THE MUNICIPAL GENDER AND DEVELOPMENT (GAD) FOCAL POINT SYSTEM (MGAD-FPS) OF PINAMALAYAN, ORIENTAL MINDORO

WHEREAS, Section 14, Article II of the 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;

WHEREAS, pursuant to Section 36 of RA 9710, otherwise known as the Magna Carta of Women (MCW), all government departments, including their attached agencies, offices, bureaus, state universities and colleges, government institution shall adopt gender mainstreaming as a strategy to promote women's human rights and eliminate gender discrimination in their systems, structures, policies, programs, processes, and procedures;

WHEREAS, Section 37-C of the implementing Rules and Regulations (IRR) of the MCW provides for the creation or strengthening of GAD Focal Point System or a similar GAD mechanism in LGUs and other instrumentalities of the government to catalyze and accelerate gender mainstreaming within the agency or LGU;

WHEREAS, PCW-DILG-DBM-NEDA JMC 2013-01, as amended by JMC 2016-01, sets the Guidelines on the Localization of the Magna Carta of Women;

NOW, THEREFORE, I, RODOLFO M. MAGSINO, Local Chief Executive of the Municipal Government of Pinamalayan, Oriental Mindoro, by virtue of the power vested in me by the law, do hereby order the reconstitution of the Municipal Gender and Development (GAD) Focal Point System (MGAD-FPS), as follows:

Section 1. COMPOSITION. The Municipal GAD Focal Point System shall be composed of the following:

A. GFPS EXECUTIVE COMMITTEE. The GFPS Committee shall be composed of the following:

Chairperson:

HON. RODOLFO M. MAGSINO - Municipal Mayor

Vice Chairperson:

HON. ARISTEO A. BALDOS, JR. - Municipal Vice Mayor

Members:

HON. MARIA FATIMA G. LIWANAG - SB Member/Chairman Comm. On Health and Sanitation

HON. RAUL M. MICIANO - ABC President

DRA. NINA KRISTINNE L. PUNZALAN - Municipal Health Officer

MS. AMAFE C. LOZANO - Nurse III - Municipal Nutrition Action Officer - Designate

MR. DANNY S. VILLACRUSIS - Municipal Agriculturist

ENP ROSENIO A. TORIANO - Municipal Administrator – Designate

MS. ZAIDA D. MICIANO - Municipal Budget Officer

MS. GRACE EUNICE F. FABELLA - MSWD Officer





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MR. CARLO CRUZADO	- MLGOO
MR. MARLO C. ROSALES	- MGDH I – MDRRMO
MS. DARIA O. MADERAZO	- Barangay Health Workers President
MS. GINALYN LINAZA	- BNS President
MS. PATRICIA MORENTE	- PHN Dep-Ed-East
MS. BUENA GUTIERREZ	- PHN Dep-Ed-West
MR. MICHAEL P. NAADAT	- Public Health Nurse – RHU
MR. NONATO R. MAGTIBAY	- DepEd Public Schools District Supervisor

B. GFPS Technical Working Group. The GFPS Technical Working Group shall be composed of technical staff from the following offices:

TWG Chairperson:

MS. ANGELINA L. DE GUZMAN - Administrative Assistant II

Members:

MS. KRISTINE JOY TORRES	- Agricultural Technologist, MAgO
MR. JOHN ERIC G. MONDOÑEDO	- Statistician I
MS. ZORAIDA VIRTUCIO	- Administrative Aide II, MCR
MR. EMILIO R. HEBREO JR.	- Revenue Collection Clerk II
MR. JHON FIEL P. PRIVADO	- Administrative Assistant I, MO
MS. ANA ROSE E. MORALES	- Administrative Assistant II, MAdO
MS. JASMIN G. TUGADI	- Administrative Assistant I, SB-OVM
MS. LOVELY JANE V. BASCO	- Administrative Aide IV, MBO
MS. MARIA JENNEZA C. MAGADIA	- Administrative Officer I, MAO
MS. KAREN H. REY, RM	- Administrative Aide III, MHO
MS. CAMILLE M. MALACAS	- Administrative Aide V, HRMO
MS. LEIZEL F. MAGNAYE	- Administrative Aide III, GSO
MS. REHELLE P. BAUTISTA	- Labor and Employment Officer I
MS. MARY ANN M. LATOMBO	- Administrative Assistant I, MENRMD
AR. HAROLD CHRISTIAN P. UPAO	- Administrative Assistant II, MEO
MS. ANNE MARIELLE G. ABRENICA	- Administrative Officer II, Slaughterhouse Operations Division
MR. AARON ACHILLES A. ABEL	- Administrative Officer II, BPLO
MR. ROLANDO LABAY	- LDRRMO Assistant
MR. RON RON SARIA	- Tourism Operations Officer I
MS. JEANIAH Y. MEMBROT	- Administrative Assistant II, MOD
MS. KYLA NICOLE NITURAL	- Administrative Aide IV, TECH4ED Center
MS. JULIE ANN G. ABLING	- Administrative Officer III, MAcco
MR. NONATO R. MAGTIBAY	- DepEd Public Schools District Supervisor
MS. CECILIA L. KASILAG	- President, Local Council of Women of Pinamalayan





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C. GAD FOCAL PERSON. MS. ANGELINA L. DE GUZMAN – Administrative Assistant II, shall serve in concurrent capacity as the GAD Focal Person for the Municipality. The Focal Person will be responsible for the facilitation and monitoring of the implementation of the gender mainstreaming in the Local Government Unit.

D. SECRETARIAT. The Municipal Social Welfare and Development Office (MSWDO) shall serve as the Secretariat of the Committee.

Section 2. DUTIES AND FUNCTIONS. The Municipal GAD Focal Point System shall perform the following duties and functions:

General:

The GAD Focal System shall ensure and sustain the LGUs critical consciousness and support on women and gender issues. It shall take a lead role in direction-setting, advocacy, planning, monitoring and evaluation, and technical advisory on mainstreaming GAD perspectives in the LGU programs, projects, activities, and processes.

Specific:

1. Lead the assessment of the gender-responsiveness of policies, strategies, programs, activities, and projects of the LGU based on the priority needs and concerns of its constituency and the formulation of recommendations and ensure their implementation;
2. Assist in the formulation of new policies such as the GAD Code in advancing women's status;
3. Lead in setting up appropriate systems and mechanisms to ensure to ensure the generation, processing review, and updating of sex-disaggregated data or GAD database to serve as basis in performance-based gender-responsive planning;
4. Coordinate efforts of different departments/offices/units of the LGU and advocate for the integration of GAD perspectives in all their systems and processes;
5. Spearhead the preparation of the LGU annual performance-based GAD plans, programs, and budget in response to the women and gender issues of their employees/constituencies, following the format and procedure prescribed by the PCW;
6. Lead in monitoring the effective implementation of the GAD Code and any other GAD-related policies, and the annual GAD plans, Programs and Budget;
7. Lead in preparation of the annual LGU GAD Accomplishment Report and other GAD reports that may be required under relevant laws and issuances;
8. Promote the participation of women and gender advocates, other civil society groups and private organizations in the various stages of development planning cycle;
9. Ensure that all personnel of the LGU including the finance officers are capacitated on GAD. Along this line, the GAD Focal Point System will recommend and plan an appropriate capacity development program on gender and development for its





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employees as part of and implemented under its regular human resource development program; and

10. Perform other functions as may be required by law, ordinance, and other issuances.

A. Responsibility of the Executive Committee. The Executive Committee shall:

1. Provide direction and give priority advice to the Chairperson to support and strengthen the GAD Focal Point System and the LGUs GAD mainstreaming activities;
2. Direct the identification of GAD strategies, programs, activities, and projects based on the results of the gender audit, gender analysis and according to the identified priorities of the LGU in response to the gender issues faced by its clients and employees;
3. Ensure the timely submission of the LGU GAD Plan and Budget, Accomplishment Report and other GAD-related reports;
4. Ensure effective and efficient implementation of the LGU GAD Programs, activities and projects and the judicious utilization of the GAD Budget;
5. Build and strengthen the partnership of the LGU with PCW, GAD experts, advocates, women's groups and other stakeholders in pursuit of gender mainstreaming;
6. Recommend approval of LGU GAD Plans and Budget and the GAD Accomplishment Reports; and
7. Recommend awards or recognition to outstanding institutional GAD programs, activities and projects and/or GAD Focal Point members.

B. Roles and Responsibilities of the Technical Working Group (TWG). The Technical Working Group shall:

1. Facilitate the implementation of the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
2. Formulate LGU GAD plans, programs, and budget in response to the gender gaps and issues faced by their clients and constituencies, women and men employees, following the conduct of a gender audit, gender analysis, and/or review of sex disaggregated data;
3. Assist in the capacity development of and provide technical assistance to the LGU, and as needed, to officers in the other offices or units. In this regard, the TWG shall work with the Municipal Human Resource Development Office on the development and implementation of an appropriate capacity development program on gender equality and women's empowerment for its employees, and as requested or deemed necessary, for other offices under the LGU, as the case may be;
4. Lead the conduct of advocacy activities and the development of IEC materials to ensure critical support of LGU officials, staff, and relevant stakeholders to the activities of the GAD Focal Point System and GAD mainstreaming activities;





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5. Monitor the implementation of GAD-related programs, activities and projects in their respective offices and suggest corrective measures to improve implementation of GAD PPAs and GFPS activities;
 6. Prepare and consolidate LGU GAD accomplishment reports; and
 7. Provide regular updates and recommendations to the Chairperson or Executive Committee on the activities of the GAD Focal Point System and the progress of LGU GAD mainstreaming activities based on the feedback and reports of its various offices/units.
- C. Roles and Responsibilities of the GAD Focal Point Chairperson.** The GAD Focal Person shall be responsible for the facilitation and monitoring of the implementation of the gender mainstreaming in the LGU and assist the secretariat to provide administrative and logistical support to the council. The GAD Focal Point Chairperson shall also:
1. Issue policies or other directives that support GAD mainstreaming in the policies, plans, programs, projects and activities, budget, systems and procedures of the LGU including the creation, strengthening, modification or reconstitution of the GAD FPS; and
 2. Approve the GAD Plan, Program and Budget of the LGU as duly endorsed by the Executive Committee, with the assistance of the Technical Working Group, and ensure its implementation.
- D. Role of the Secretariat.** The secretariat, shall assist the GFPS ExeCom and the TWG in the performance of their roles and responsibilities, specifically on the provision of administrative and logistical services, preparation of meeting agenda, and documentation of GFPS's meetings and related GAD activities.

Section 3. CREATION OF GFPS MONITORING AND EVALUATION TEAM. Section 5.1 and 5.2 of Department of Budget and Management – Department of Interior and Local Government-National Economic and Development Authority Joint Memorandum Circular No. 2013-01 encourage all LGUs to establish, enhance strengthen and/or maintain a gender responsive monitoring and evaluation (M&E) system through creation of the GFPS Monitoring and Evaluation Team. The GFPS Monitoring and Evaluation Team is hereby created and shall be composed of the following:

TEAM LEADER:

EnP ROSENIO A. TORIANO

Municipal Administrator - Designate

MEMBERS:

HON. RAUL M. MICIANO

ABC President

MR. CARLO CRUZADO

Municipal Local Government Operation Officer

MS. NEMIA B. MONSANTO

MGDHI - HRMO

MS. ZAIDA D. MICIANO

Municipal Budget Officer

MR. RIO S. MERCENE

Executive Assistant II

MR. NONATO R. MAGTIBAY

DepEd Public Schools District Supervisor

MS. ANGELINA L. DE GUZMAN

Administrative Assistant II





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MS. CECILIA S. KASILAG
MS. AIZA B. LABIAGA
MR. RODOLFO F. SAPALLO

MR. NESTOR C. DEL MUNDO

MR. GORGONIO SUMBAD

President, Local Council for Women
Samahan ng OFW sa Pinamalayan
Federation of Senior Citizens Association of
Pinamalayan (FESCAP)
Oriental Mindoro Butterfly Society, Inc.
(OMBSI)
Samahan Kaligtangan Tadyawan

SECTION 4. ROLE OF THE GAD M&E TEAM. The GAD M&E Team shall evaluate the outcomes of the LGU GAD policies, programs, and projects, and submit a GAD Evaluation Report to the DILG Regional Office at the end of the LCE's three-year term.

SECTION 5. MANDATORY TRAINING. All members of the GFP shall undergo capacity building programs on gender and development which shall include but not limited to: gender sensitivity training (GST), gender analysis, GAD planning and budgeting, and gender audit.

SECTION 6. EFFECTIVITY. This Executive Order shall take effect immediately and shall be valid until sooner revoked or amended.

Done this 30th day of **September 2025** in the Municipality of Pinamalayan, Oriental Mindoro.


RODOLFO M. MAGSINO
Municipal Mayor

