



Republic of the Philippines  
Office of the President of the Philippines  
**COMMISSION ON FILIPINOS OVERSEAS**  
KOMISYON SA MGA PILIPINO SA IBAYONG DAGAT



OFFICE ORDER NO. 027  
Series of 2025

**RECOMPOSITION OF THE CFO'S GENDER AND DEVELOPMENT (GAD)  
FOCAL POINT SYSTEM (GFPS)**

To ensure continuous and strengthened gender mainstreaming efforts of the Commission, the composition of the CFO's Gender and Development (GAD) Focal Point System (GFPS) per Office Order No. 248, Series of 2024, is hereby amended as follows:

**I. Head of Agency & GFPS Chairperson:** Secretary Dante Francis M. Ang II

**II. Executive Committee**

Chairperson: Undersecretary Ma. Arlene S. Borja

Members: Director Marita D. Apattad (PMD)  
Director Rodrigo V. Garcia, Jr. (PPRD)  
Director Tiffany Jones V. Uriarte (AFD)  
Director Romeo M. Rosas, II (MISD)  
OIC Janet B. Ramos (MIED)

**III. Technical Working Group (TWG)**

Chairperson: Mr. Michael A. Apattad (PPRD)  
Vice-Chairperson: Mr. Erwin Paul S. Cristobal (PMD)

Members	
Office of the Secretary	Office of the Executive Director
1. Atty. Jan Karlo Magracia 2. Ms. Maria Christina Silvestre	1. Mr. Zian Cyril Eusebio 2. Mr. Jans Jerome Bentula
Administrative and Finance Division (AFD)	Project Management Division (PMD)
1. Ms. Racquel B. Austria 2. Mr. Kevin N. Ladi 3. Ms. Marvy Quilala	1. Ms. Patricia Marie M. Salvador
Policy, Planning, and Research Division (PPRD)	Management Information Systems Division (MISD)
1. Mr. Manolo V. Tibe	1. Ms. Nichole Estrañero 2. Mr. Joshuaarth P. Sabino
Migrant Integration and Education Division (MIED)	
1. Ms. Iluminada A. Gunabe 2. Ms. Mia A. Bisa-Ruelos	

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 FEBRUARY 07, 2025

SIGNATURE DATE

3. Mr. John Nichols Ruelos 4. Ms. Rovie Ana Pamintuan ( <i>CFO Baguio</i> ) 5. Ms. Celine Shaira M. Del Monte ( <i>CFO Davao</i> ) 6. Mr. Mikejoy Aton ( <i>CFO Cebu</i> ) 7. Ms. Kimberly Joy Dizon ( <i>CFO Cebu</i> )
<b>CFO Employees Association (CFOEA)</b>
Ms. Jozelle Isuga

**Secretariat:** Ms. Darlene May P. San Juan (PPRD)  
Ms. Jhunella Joy C. Rulloda (PPRD)

To restate the provisions of Section 3 (b) of Republic Act No. 9710, otherwise known as the Magna Carta of Women (MCW) and Memorandum Circular No. 2011-01 of the Philippine Commission on Women (PCW), the following functions, roles, and responsibilities shall guide the CFO-GFPS in strengthening the Commission's gender mainstreaming efforts and initiatives:

#### **A. FUNCTIONS OF THE GAD FOCAL POINT SYSTEM (GFPS)**

1. Lead in mainstreaming gender perspectives in agency/department policies, plans, and programs. In the process, they shall ensure the assessment of the gender-responsiveness of systems, structures, policies, programs, processes, and procedures of the agency based on the priority needs and concerns of constituencies and employees and the formulation of recommendations, including their implementation;
2. Assist in the formulation of new policies, such as the GAD Code, in advancing women's status in the CFO;
3. Lead in setting up appropriate systems and mechanisms 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 divisions, offices, and units of the agency and advocate for the integration of GAD perspectives in all their systems and processes;
5. Spearhead the preparation of the agency's annual performance-based GAD Plans, Programs, and Budget in response to gender issues of their constituencies and clients and in the context of their agency mandate, and consolidate the same following the format and procedure prescribed by the PCW, DBM, and NEDA in the Joint Circular 2012-1. The GFPS shall likewise be responsible for submitting the consolidated GAD Plans and Budgets of the department/agency and, as needed, in responding to PCW's comments or requests for additional information;
6. Lead in monitoring the effective implementation of GAD-related policies and the annual GAD Plans, Programs, and Budget; g) Lead the preparation and consolidation of the annual agency GAD Accomplishment Report and other GAD Reports that may be required under the MCW;



7. Strengthen the external link with other agencies or organizations working on women's rights and gender and development to harmonize and synchronize GAD efforts at various levels of governance;
8. Promote and actively pursue the participation of women and gender advocates, other civil society groups, and private organizations in the various stages of the development planning cycle, giving special attention to the marginalized sectors; and
9. Ensure that all agency personnel, including finance officers (e.g., accountant, budget officer, auditors), are capacitated on GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development program on gender and development for its employees as part of and implemented under its regular human resource development program.

## **B. ROLES AND RESPONSIBILITIES**

### **1. The GFPS Chairperson or Head of Agency shall:**

- i. Issue policies or other directives that support GAD mainstreaming in the policies, plans, programs, projects and activities, budget, systems, and procedures of the agency, including the creation, strengthening, modification, or reconstitution of the GFPS; and
- ii. Approve the GAD Plan, Program, and Budget of the agency as duly endorsed by the Executive Committee, with the assistance of the Technical Working Group, and ensure its implementation.

### **2. The Executive Committee shall:**

- i. Provide direction and give policy advice to the Agency Head to support and strengthen the GFPS and agency's GAD mainstreaming activities;
- ii. Direct the identification of GAD strategies, programs, activities, and projects based on the results of the gender audit and gender analysis and according to the identified priorities of the CFO in response to the gender issues faced by its clients and employees;
- iii. Ensure the timely submission of the agency GAD Plan and Budget, Accomplishment Report and other GAD-related reports to the PCW and to DBM;
- iv. Ensure the effective and efficient implementation of the agency GAD programs, activities, and projects and the judicious utilization of the GAD Budget;
- v. Build and strengthen the partnership of the agency with PCW, GAD experts, advocates, women's groups, and other stakeholders in pursuit of gender mainstreaming;
- vi. Recommend approval of agency GAD Plans and Budgets and GAD ARs; and
- vii. Recommend awards or recognition to outstanding institutional GAD programs, activities, and projects and /or GAD FP members.

### 3. The Technical Working Group (TWG) or Secretariat shall:

- i. Facilitate the implementation of the gender mainstreaming efforts of the agency through the GAD planning and budgeting process;
- ii. Formulate agency 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;
- iii. Assist in the capacity development of and provide technical assistance to the agency and as needed, to officers in the other offices or units. In this regard, the TWG shall work with the 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 all CFO divisions, as the case may be;
- iv. Coordinate with the various divisions of the agency, including its satellite offices, and ensure their meaningful participation in GAD strategic and annual planning exercises.
- v. Lead the conduct of advocacy activities and the development of IEC materials to ensure critical support of CFO officials, staff, and relevant stakeholders to the activities of the GAD Focal Point System and GAD mainstreaming activities;
- vi. Monitor the implementation of GAD-related programs, activities, and projects in their respective offices and suggest corrective measures to improve the implementation of GAD PAPs and GFPS activities;
- vii. Prepare and consolidate agency GAD accomplishment reports; and
- viii. Provide regular updates and recommendations to the head of the agency or ExeCom on the activities of the GFPS and the progress of agency GAD mainstreaming activities based on the feedback and reports of the various units of the agency.

All necessary expenses required by the CFO-GFPS to function effectively and ensure compliance with relevant PCW-GAD circulars and such other regulations and guidelines as may be issued are hereby authorized, subject to the usual accounting and auditing regulations.

This Office Order takes effect immediately and supersedes all previously issued Office Orders concerning the organization of the CFO-GFPS.

For information and strict compliance.

  
**SECRETARY DANTI FRANCIS M. ANG II**  
Chairperson

03 February 2025

