



Gender and Development (GAD) Mechanisms Profiling and Inventory of GAD Policies Form

The MIMAROPA Regional Gender and Development Committee (RGADC) recognizes the need to map and profile the established GAD mechanisms and to maintain an inventory of GAD policies in order to accelerate gender mainstreaming in the region. Kindly accomplish this questionnaire thoroughly for the Committee to have a complete and updated data to assess the GAD mainstreaming efforts in the region and to provide the necessary technical assistance to its agency and local government unit (LGU) members.

INSTRUCTIONS

1. The duly authorized personnel of the agency/institution must fill out this form.
2. Do not leave any fields blank.
3. Write N/A for items that are not applicable.

GLOSSARY OF TERMS

Gender and Development Accomplishment Report (GAD AR) - an annual accomplishment report on the implementation of programs, projects and activities to address gender issues.

Gender and Development (GAD) Agenda - refers to the agency's strategic framework and plan for gender mainstreaming and achieving gender equality and women's empowerment outcomes.

Gender and Development (GAD) Code - a local legislation that consolidates local ordinances related to women and gender equality and that guides agency/institution in identifying local policies, plans, and programs to address gender issues.

Gender and Development (GAD) Database - an organized GAD information and data stored in a computer system.

Gender and Development (GAD) Focal Point Systems (GFPS) - one of the institutional mechanisms that will ensure gender mainstreaming in government offices, its attached agencies and LGUs.

Gender and Development (GAD) Plan and Budget - a systematically designed set of programs, activities, and projects with clear objectives for addressing gender issues carried out by the agency/institution over a given period of time. It is an integral part of the agency's/institution's annual development plan.

Contact Information in case of questions in accomplishing/completing the form:

Mr. Emerson Kim J. Lineses

RGADC Secretary and Chief of Development Research Division, NEDA MIMAROPA
drdneda4b@gmail.com

Date Collection and Treatment

Collected information through this form shall be treated with utmost confidentiality. Disclosure of any information other than for the purpose of profiling and inventory for GAD policies shall not be made. Storage of the said information shall be subject to the provisions of Data Privacy Act of 2012.

I. GENERAL INFORMATION

Type of Agency/Office: (Please check.)		
<input type="checkbox"/> National Government Agency (NGA) <input type="checkbox"/> Regional Line Agency (RLA) <input type="checkbox"/> State Universities and Colleges (SUC) <input type="checkbox"/> Government-Owned and Controlled Corporation (GOCC)	<input type="checkbox"/> Local Government Unit (LGU) <input type="checkbox"/> Provincial <input type="checkbox"/> City <input type="checkbox"/> Municipal	
Name of Agency/Institution:	Complete Address:	
Telephone Number:	Fax Number:	E-mail Address:
Name of Agency Head/Local Chief Executive:		Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male

II. GAD PLANS AND BUDGET (GPB) AND GAD ACCOMPLISHMENT REPORT (AR)

1. Does your agency/office prepare and implement annual GAD Plan and Budget (GPB)?

Yes
 No. Why not? _____

2. What is the status of the agency/office GPB submission in the previous years?
 (Please check the box that corresponds to your answer)?

GPB Submitted? (Please check the box that corresponds to your answer)	2018	2019	2020
Endorsed			
Under review for approval			
Not submitted			

3. What are the common issues you encountered in the preparation of your GPB?
Please specify. _____

4. What are the common issues you encountered in the submission of your GPB?
Please specify. _____

5. Does your agency/office monitor the implementation of your GAD Plan?

Yes
 No. Why not? _____

6. Does your agency prepare/submit your GAD AR?

Yes
 No. Why not? _____

7. What is the status of your agency/office GAD AR submission in the previous years?

GAD AR Accepted? (Please check the box that corresponds to your answer)	2018	2019	2020
Accepted			
Under review for approval			
Not submitted			

8. What are the common issues you encountered in the preparation of the agency's/office's GAD AR? Please specify.

9. What are the common issues you encountered in the submission of your agency's/office's GAD AR? Please specify.

III. GAD CODE AND AGENDA

For LGUs

1. Does your LGU have a GAD Code?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, when was the GAD Code approved?	_____			
If no, do you have any plans indicated in the current GPB regarding formulation of GAD Code?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

2. Does your LGU have GAD Agenda?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, when was the GAD Agenda approved?	_____			
If no, do you have any plans indicated in the current GPB regarding formulation of GAD Agenda?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

For RLAs, SUCs, and GOCCs

3. Does your agency/office have GAD Agenda?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, when was the GAD Agenda approved?	_____			
If no, do you have any plans indicated in the current GPB regarding formulation of GAD Agenda?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

IV. GAD FOCAL POINT SYSTEM (GFPS)

1. Does your agency/office have GFPS?

Yes. If yes, please specify the date when the GFPS was created: _____

No.

2. Have you recently reconstituted your GFPS?

Yes. If yes, please specify what is the basis for reconstitution: _____

No.

3. For LGUs, do you have a GAD office? *A GAD Office is an office or unit within an LGU that is tasked to coordinate, plan, and monitor gender mainstreaming activities in the LGU. An LGU may establish a GAD Office depending on its needs, capacity, and resources. Once established, the GAD Office shall be under the office of the LCE.*

Yes. If yes, please specify the date when the GAD office was established: _____

No.

4. Profile of GFPS members (Use additional sheet/s if necessary.)

Name of the GFPS Officers and Members	Sex	Position in the agency and Division/Unit/Section	No. of Years Holding the Designation in GFPS	GAD-Related Trainings Attended in the Last Three Years
Executive Committee				
				<input type="checkbox"/> a. Orientation on Basic GAD concepts <input type="checkbox"/> b. Gender Sensitivity Training <input type="checkbox"/> c. Gender Analysis Training <input type="checkbox"/> d. Training on the Use of Analysis Tools <input type="checkbox"/> e. GAD Planning and Budgeting <input type="checkbox"/> f. Training Orientation on Gender Mainstreaming <input type="checkbox"/> g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/> a. Orientation on Basic GAD concepts <input type="checkbox"/> b. Gender Sensitivity Training <input type="checkbox"/> c. Gender Analysis Training <input type="checkbox"/> d. Training on the Use of Analysis Tools <input type="checkbox"/> e. GAD Planning and Budgeting <input type="checkbox"/> f. Training Orientation on Gender Mainstreaming <input type="checkbox"/> g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/> a. Orientation on Basic GAD concepts <input type="checkbox"/> b. Gender Sensitivity Training <input type="checkbox"/> c. Gender Analysis Training <input type="checkbox"/> d. Training on the Use of Analysis Tools <input type="checkbox"/> e. GAD Planning and Budgeting <input type="checkbox"/> f. Training Orientation on Gender Mainstreaming

				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
Technical Working Group					
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming
				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming
				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming

				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
Secretariat					
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming
				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming
				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming

				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/>	a. Orientation on Basic GAD concepts
				<input type="checkbox"/>	b. Gender Sensitivity Training
				<input type="checkbox"/>	c. Gender Analysis Training
				<input type="checkbox"/>	d. Training on the Use of Analysis Tools
				<input type="checkbox"/>	e. GAD Planning and Budgeting
				<input type="checkbox"/>	f. Training Orientation on Gender Mainstreaming
				<input type="checkbox"/>	g. Other related GAD trainings attended. Please specify:
				<input type="checkbox"/>	h. Orientation on Basic GAD concepts
				<input type="checkbox"/>	i. Gender Sensitivity Training
				<input type="checkbox"/>	j. Gender Analysis Training
				<input type="checkbox"/>	k. Training on the Use of Analysis Tools
				<input type="checkbox"/>	l. GAD Planning and Budgeting
				<input type="checkbox"/>	m. Training Orientation on Gender Mainstreaming
				<input type="checkbox"/>	n. Other related GAD trainings attended. Please specify:

5. What is the level of your GFPS functionality?

- | | |
|--------------------------|---------------------|
| <input type="checkbox"/> | a. Established |
| <input type="checkbox"/> | b. Functional |
| <input type="checkbox"/> | c. Fully functional |

V. GAD DATABASE

1. Does your agency/office have a GAD database?

Yes.

No. If No, why not? _____

2. What type of database does your agency/office maintain? Please specify. Use additional sheet if necessary.

Database	Are the data disaggregated by sex?		Sample data or indicators (i.e., average family income of household head by sex)
	YES	NO	
1.			
2.			
3.			
4.			
5.			
6.			

3. Does your agency/office use these data as basis for gender-responsive planning, programming, and policy formulation?

Yes.

No. If no, what are your agency's/office's bases for planning, programming, and policy formulation? _____

4. Does your agency/office use or apply gender analysis tools in identifying gender issues, conduct of sector specific analysis, planning and monitoring and evaluating programs, activities and projects (PAPs) and in developing policies?

Yes. Please check Gender Analysis (GA) tools that your agency/office has used or applied.

- Gender Roles Framework/ Triple Roles Framework
- 24- hour profile (gender-based activity profile)/ Histogram/ Timeline
- Access and Control Matrix
- Resource & Benefits Profile/ Resource Analysis
- Social Relations Framework & Social Mapping
- Practical/Strategic Gender Needs

<input type="checkbox"/>	Gender Equality and Women's Empowerment Framework (GEWEF)
<input type="checkbox"/>	Harmonized Gender & Development Guideline (HGDG)
<input type="checkbox"/>	Gender-Responsive LGU Ka Ba? (GeRLKa Ba?)
<input type="checkbox"/>	Gender Mainstreaming and Evaluation Framework (GMEF)
<input type="checkbox"/>	Participatory Gender Audit
<input type="checkbox"/>	Gender Impact Assessment
<input type="checkbox"/>	Others, please specify. _____
<input type="checkbox"/>	_____

No. What tools do you use? _____

VI. EXISTING GAD POLICIES

1. **Does your agency/office have the following GAD-related policies?**
 (*a. resolutions, b. ordinances, and c. special orders.)
 Please check all that applies and attach a copy of each GAD-related policy.

GAD-Related Policies	Full Title of Policy	Date of Enactment	Date of Implementation	Type of Policy*
<input type="checkbox"/> Creation and/or Strengthening of the GFPS				
<input type="checkbox"/> Creation of Committee on Decorum and Investigation (CODI) for Sexual Harassment Cases				
<input type="checkbox"/> Establishment and Maintenance of a GAD Database				
<input type="checkbox"/> GAD Code				
<input type="checkbox"/> Reproductive Health (RH) Code				
<input type="checkbox"/> Establishment of Violence Against Women (VAW) Desk				
<input type="checkbox"/> Gender-Responsive Revenue/Incentive Code				
<input type="checkbox"/> Policies on Women Economic Empowerment				

<input type="checkbox"/> Policy on the use of gender-fair or gender-sensitive communication				
---	--	--	--	--

2. Does your agency/office have other GAD-related policies that were not mentioned in the list above?

Yes. If Yes, please specify the details in the table below: (Please attach copy/ies.)

Other GAD-Related Policies	Full Title of Policy (if any)	Date of Enactment	Date of Implementation

None.

Accomplished by: _____ **Date Accomplished:** _____

Office: _____ **Position/Designation:** _____

Sex: Female Male **Telephone/Mobile Number:** _____ **E-mail Address:** _____

Certified and Endorsed By:

 (Signature above printed name of the Head of Agency/Office)

Date Signed: _____

By submitting this profile form, it is understood that the individuals mentioned in this form have already provided their consent to share their information with the RGADC and are aware of their rights as data subjects in accordance to Republic Act 10173 or the Data Privacy Act of 2012.