



Online GPB Forum for the RLAs, GOCCs, and SUCs of MIMAROPA Region

via Zoom, September 30, 2021
8:00 AM to 12:45 PM

ADMINISTRATIVE NOTES

The Online GPB Forum for RLAs, SUCs, and GOCCs of MIMAROPA Region is an activity of the MIMAROPA Regional Gender and Development Committee in partnership with the Philippine Commission on Women to orient the members of GAD Focal Point System on the guidelines on the preparation of the annual GAD plan and budget and GAD accomplishment report and on the revised guidelines in the audit of GAD funds

The following information are provided to guide participants for ease and effective participation in the GPB forum. Thank you!

PROGRAM

- Attached is the provisional program of activities for the Online GAD Planning and Budgeting (GPB) Forum on the Formulation of GAD Agenda, for reference.
- Kindly sign in at least 10 minutes before the session.
- Please take note that the activity will start as early as **8:00** in the morning and will end at **12:45** in the afternoon. Thus, the participants are encouraged to have their snacks and lunch while attending the GPB Forum.

SELECTION AND REGISTRATION OF PARTICIPANTS

- Each RLA, GOCC, and SUC of the MIMAROPA region may select four participants who are part of their GFPS or who have tasks related to GPB to participate in the above-mentioned activity.
- Participating RLAs, GOCCs, and SUCs are mandated to accomplish and submit the Confirmation Slip which contains the list of their participants to the RGADC Secretariat through sdcneda4b@gmail.com.
- Each select participant shall also accomplish the Registration, Pre-Test, and Expectation Setting Form through this google link form: <https://bit.ly/3DYAROu>
- Deadline of submission of the submission of confirmation slip and completion of the google form is on or before **September 22, 2021**.
- Select participants will receive the Zoom meeting link after completion of the google form.

ACTIVE PARTICIPATION

Given that the MIMAROPA region has low internet connectivity, the RLAs, GOCCs, and SUCs may consider the following:

a. Group Zoom link

The participating RLA, GOCC, SUCs can sign up for the Group Zoom link and will set up the wide screen in their office to host the four participants, provided that they follow the prescribed health protocols. If the agency/office/SUC does so, they will be required to monitor the attendance of their respective participants. Hence, the office will be required to submit a copy of the attendance sheet to RGADC Secretariat.

b. Individual Zoom Link

Participants can sign up for individual Zoom links, but will participate in the learning session within the office vicinity.

Note: The above recommendations apply to participants with low internet connectivity at home.

RELEASE OF CERTIFICATE OF PARTICIPATION

Only participants who have met the following criteria will receive an e-certificate:

- a. Spend at least a total of **190 minutes** (or 70% of the total forum time) time-in-session. Participants with Group zoom link will be required to submit the copy of attendance sheet from their respective agency/institution; and
- b. Earned at least 70% overall score in the post-test.