



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Provincial Environment and Natural Resources Office

**DENR MIMAROPA
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BY: _____ DATE: _____

TIME: _____

February 09, 2023

MEMORANDUM

**FOR : The Regional Executive Director
MIMAROPA Region**

**FROM : The OIC-PENR Officer
Calapan City, Oriental Mindoro**

**SUBJECT : RECONSTITUTION OF THE DENR GENDER AND DEVELOPMENT
(GAD) FOCAL POINT SYSTEM OF CENRO ROXAS, ORIENTAL
MINDORO**

Forwarded is the memorandum of CENR Officer Caesar E. Quebec on the reconstitution of CENRO Roxas GAD Focal Point System (PGADFPS) as part of the continuing improvement/responsiveness and strengthening of the GAD mainstreaming efforts into the DENR programs and services.

For information and consideration.


ALAN VALLE



DENRPENR02302000016



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
Provincial Environment and Natural Resources Office

February 07, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

THRU : The OIC PENRO
Calapan City, Oriental Mindoro

FROM : The CENR Officer
CENRO, Roxas, Oriental Mindoro

SUBJECT : RECONSTITUTION OF THE GENDER AND DEVELOPMENT (GAD)
FOCAL POINT SYSTEM OF CENRO ROXAS ORIENTAL MINDORO

DENR-MIMAROPA REGION	
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE	
PENRO TRACKING NO.	
RECEIVED BY:	<i>[Signature]</i>
DATE:	FEB 08 2023
TIME:	

In the interest of the service and as part of the continuing improvement/responsiveness and strengthening of the GAD mainstreaming efforts into the DENR programs and services, the CENRO Roxas GAD Focal Point System (PGADFPS) is hereby reconstituted.

It shall be composed of the following personnel and Technical Committee:

Chairperson : **LOLITA Z. ALFANTE**
Forester II/ Unit Head, Utilization Unit

A. Planning and Monitoring Committee

Head : **JIELY ROSE P. GALINDEZ**
Forester II/ Vice-Chairperson

Member : **LEHEN B. BAUTISTA**
Forester I

LOVELY JOY M. DUNO
Forest Ranger

Task and Functions:

- 1) Spearheads the preparation of the Annual GAD Plan and Budget/WFP based on the DENR National GAD Focal Point System (NGADFPS) and PCW-issued guidelines;
- 2) Monitor the implementation of and ensure that only activities undertake are included in the approved GAD Plan and Budget;
- 3) Maintains Database of identified/needed information, reports and other data necessary in tracking and assessing the mainstreaming efforts of the CGADFPS as well as in evaluating the activities and interventions implemented;
- 4) Consolidate and prepare the required reports by the NGADFPS and PCW; and
- 5) Perform other functions that may assigned by the CGADFPS from time to time;

B. Learning and Development Committee

Head : **IVY MIGZYLO E. MACALALAG**
Forester I

Member : **DALE MELCHOR A. ALAGAO**
Administrative Aide VI

MA. VICTORIA T. MONTELEJA
Forest Ranger



Task and Functions:

1. Ensure that the CGADFPS members acquire the necessary training's for them to perform their tasks and functions;
2. Takes the lead in crafting and implementing the 3 tiered (Basic-rank and file, middle management, top management) GAD training modules/manuals to raise the awareness of CENRO Roxas Officials and Personnel on gender-related issues; develop concepts and gender advocates especially in the environment sector; and
3. Perform other functions that may assigned by the CGADFPS from time to time;

C. Information, Education and Communication (IEC) and Special Events

Head	NOWENA B. JOUNG Forest Technician I
Member	MARCELINA E. MAAMO Forest Technician I Jaspher B. Palmejar Forest Ranger

Task and Functions:

1. Spearheads the planning and organizing of GAD special events and ensure participation stakeholders (e.g. Women's Month Celebration, Anti-VAWC, etc.) ;
2. Prepares the CENRO Roxas Annual Communication Plan ;
3. Crafts/DEsigns, produce and distribute GAD IEC materials to target stakeholders; and
4. Performs other functions that may assigned by the CGADFPS from time to time.

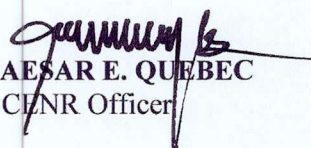
D. CGADFPS Secretariat

Head	ANABELLE R. CASTILLO Forest Technician II
Member	ACE GLORIA Forest Technician I

Task and Functions:

1. Provides overall logistical and administrative support to all activities of the CGADFPS;
2. Ensures the sending out of all CGADFPS instructions and issuance to all offices concerned;
3. Monitors timely compliance to dispatched instructions/issuance to all offices concerned;
4. Prepares minutes of the meetings and consultation proceedings;
5. Take custody of records and other relevant documents of the CGADFPS;
6. Maintain the CGADFPS Bulletin Board; and
7. Performs other functions that may assigned by the CGADFPS from time to time.

This order takes effect immediately. All orders and issuance inconsistent herewith are deemed revoked, superseded, or amended accordingly.


CAESAR E. QUEBEC
CENR Officer