



**NAST Special Order No. 10
Series of 2022**

**SUBJECT: Reconstitution of the Gender and Development Focal
Point System (GFPS)**

Pursuant to Section 37-C of the Implementing Rules and Regulations (IRR) of Republic Act No. 9710 or Magna Carta of Women that requires the establishment and strengthening of the GAD Focal Point System (GFPS) in all government agencies and instrumentalities to accelerate gender mainstreaming within the agency, the National Academy of Science and Technology (NAST) reconstitutes the GFPS, as follows:

GFPS Chairperson: Luningning E. Samarita-Domingo, Director IV

Technical Working Group:

Chair: Dexter Lorma A. Bautista, Planning Officer III

Members:

Marianne R. Vico, Accountant III (FAD)
Charyl C. Apuyan, Senior Science Research Specialist (Recognition)
Angelito A. Navarro, Science Research Specialist I (PSHC)
Sarah May R. Pascual, Science Research Specialist II (COS - SCS)
Krystel Jade J. Mercader, Information Officer II (COS - OD)
Science Research Specialist II (Advisory and Scientific Linkages)

The GFPS shall perform the following functions in accordance with the Memorandum Circular No. 2011-01 of the Philippine Commission on Women (PCW) on the Guidelines for the Creation, Strengthening and Institutionalization of the GFPS:

1. Lead in integrating a gender perspective into agency policy. Ensure that the process includes the evaluation of the agency's systems, structures, policies, programs, processes, and procedures for gender responsiveness based on the top needs and concerns of constituents and staff and formulate suggestions as well as its implementation;
2. Establish processes and procedures that will assure the creation, processing, evaluation, and updating of sex-disaggregated data or the GAD database, which will be the foundation for performance-based gender-responsive planning;
3. Organize the activities of the agency's various offices, divisions, and units and promote the incorporation of GAD viewpoints into all of its systems and procedures;
4. Lead in the preparation of the agency's annual performance-based GAD Plans, Programs, and Budget, and consolidate the same using the format and procedure outlined by the PCW, DBM, and NEDA in the Joint Circular 2012-1. The GFPS will also be in charge of submitting the department's or agency's combined GAD plans and budgets and, as necessary, responding to PCW's comments or requests for more information;

5. Oversee and lead the annual GAD Plans, Programs, and Budget and the efficient implementation of GAD-related policies;
6. Lead in preparing and compiling the annual agency GAD Accomplishment Report and any other GAD Reports that the MCW may demand;
7. Strengthen the external connection with other agencies or organizations working on women's rights and gender and development to coordinate and synchronize GAD efforts at various levels of governance;
8. Encourage and continue to pursue the involvement of proponents of gender equality, other members of civil society, and private organizations at all levels of the development planning cycle, paying particular emphasis to the disadvantaged sectors; and
9. Ascertain that the agency's whole staff, especially the finance officials (such as the accountants, budget officers, and auditors), are knowledgeable on GAD. In relation to this, as part of its regular human resource development program, the GFPS shall recommend and prepare an appropriate capacity development program on gender and development for its workers.

The GFPS Chairperson and TWG shall have the following roles and responsibilities:

I. The *GFPS Chairperson* shall:

1. Issue policies or other instructions that support GAD mainstreaming in the agency's budget, processes, and procedures, as well as in its plans, programs, initiatives, and activities, including the development, improvement, modification, or reconstitution of the GFPS; and
2. Approve the GAD Plan, Program and Budget of the agency as duly endorsed by the Technical Working Group, and oversee its implementation.

II. The *Technical Working Group* shall:

1. Facilitate the agency's efforts to integrate gender mainstreaming through the GAD planning and budgeting process;
2. Conduct gender audit, gender analysis, or review sex-disaggregated data, create agency GAD plans, programs, and budget in response to gender gaps and concerns experienced by their clients, constituents, women, and male employees;
3. Aid the agency in building its capacity and offer technical support, if necessary, to officers in other offices or units. As regard to this, the TWG will collaborate with the human resource development office on the creation and implementation of a suitable capacity-building program on gender equality and women's empowerment for its employees, and when requested or deemed necessary for other offices, as the case may be;
4. Coordinate with the agency's different divisions to ensure their significant involvement in the GAD strategic and annual planning processes.
5. Ensure that agency officials, personnel, and pertinent stakeholders are supportive of the GFPS and GAD mainstreaming efforts, through the conduct of advocacy actions and the development of IEC materials;
6. Monitor the execution of GAD-related projects, programs, and activities and offer suggestions to enhance the execution of GAD PAPs and GFPS activities;
7. Prepare and consolidate agency GAD accomplishment reports; and
8. On the basis of feedback and reports from the agency's various units, give frequent updates and suggestions to the GFPS Chairperson and NAST Focal

Persons on Gender and Diversity regarding the different activities and the advancement of GAD mainstreaming initiatives.

To guide and aid the GFPS in the implementation of the GAD program, **Academician Agnes C. Rola** and **Academician Edward H.M. Wang** are designated as *Co-Focal Persons*.

This order shall take effect immediately and shall remain enforced until revoked.


RHODORA V. AZANZA
President

15 July 2022