



MEMORANDUM CIRCULAR NO. 2017-05

FOR: All Gender and Development Focal Point System (GFPS) Members and Budget Officers of Executive Departments, Agencies, Bureaus, Offices, State Universities and Colleges (SUCs), Government Owned and/or Controlled Corporations (GOCCs), Legislative and Judiciary Branches, Constitutional Bodies, Other Government Instrumentalities and All Others Concerned

Emmeline Verzosa

FROM: **Emmeline L. Verzosa, CESO III**
Executive Director

SUBJECT: **Conduct of the 6th National Gender and Development Planning and Budgeting Fora (GAD Budget Fora) for National Government Agencies, Attached Offices, Bureaus, State Universities and Colleges and Government-Owned and -Controlled Corporations**

DATE: 23 October 2017

1. The Philippine Commission on Women (PCW) in partnership with the Commission on Audit (COA) will conduct the **6th GAD Planning and Budgeting (GPB) Fora** to clarify issues and concerns on the GPB process of national government agencies, attached offices, bureaus, State Universities and Colleges (SUCs) and Government-Owned-and-Controlled Corporations (GOCCs). It will be held on **November 9 and 10, 2017** at the **Sports and Cultural Center of the Commission on Audit (COA), Commonwealth Avenue, Quezon City**. The provisional program has been attached as *Annex A*.
2. The 6th GAD Budget Fora aims to:
 - 2.1. Reorient national line agencies, attached agencies, bureaus and GOCCs on the Revised Guidelines on the Preparation of the Annual Gender and Development (GAD) Plans and Budgets and Accomplishment Reports including the supplemental guidelines on the procedure of GPB submission through the use of Gender Mainstreaming Monitoring System (GMMS);
 - 2.2. Clarify issues and concerns encountered by agencies in the preparation and implementation of their annual GAD Plans and Budgets; and
 - 2.3. Present the guidelines in the audit of Gender and Development (GAD) Funds and activities and common audit findings of government agencies.

3. **Two (2) representatives per agency** are invited to attend—preferably one (1) GFPS Member, and one (1) Budget Officer. Since the activity will be free of charge, confirmation will be on a first come, first served basis.
 - 3.1. Participating agencies should choose their preferred schedule—***either November 9 or November 10, 2017*** and accomplish the online registration form at bit.ly/GADBudgetFora2017 **on or before November 3, 2017**. Each participant will receive an electronic ticket with a unique barcode confirming their registration via email.
 - 3.2. The GAD Planning and Budgeting process of local government units (LGUs) and the guidelines governing the same are different, hence **LGUs are highly discouraged to attend**; and
 - 3.3. PCW will conduct a separate GPB Forum for Water Districts. Therefore, representatives from **Water Districts are also discouraged to attend**.
4. Questions or clarifications regarding the GPB Fora may be coursed through the PCW Technical Services and Regional Coordination Division (TSRCD) at 02-735-8917, 02-736-1654 local 119, mobile: 0917-845-4471 or email: tsd@pcw.gov.ph. Please contact **Ms. Kimberly Anne Teodoro** and **Ms. Pauline Marie Villar** for questions regarding changes in the registration of participants and/or cancellation of participation.
5. For your guidance and appropriate action.

Annex A



Philippine Commission on Women



Commission on Audit

Provisional Program of the 6th National Gender and Development Planning and Budgeting Fora (GAD Budget Fora) for National Government Agencies, Attached Offices, Bureaus and Government-Owned and -Controlled Corporations

November 9 and 10, 2017

Sports and Cultural Center, Commission on Audit (COA) Central Office, Commonwealth Avenue, Quezon City

Time	Session/Activity	Person-in-Charge	Remarks
8:00 a.m.–8:30 a.m.	Registration	TSRCD Secretariat	TSRCD secretariat will manage the registration of the participants and preliminaries of the forum.
8:30 a.m.–8:45 a.m.	Preliminaries <ul style="list-style-type: none"> • Opening Prayer • National Anthem 	TSRCD Secretariat	
8:45 a.m.–9:30 a.m.	Welcome Message	Chairperson Michael G. Aguinaldo Commission on Audit	Chairperson Aguinaldo will deliver the Welcome Remarks in behalf of COA.
	Inspirational Message	Dir. Maria Kristine Josefina G. Balmes/Dir. Cecile B. Gutierrez Philippine Commission on Women	Deputy Director Balmes/Gutierrez will deliver the inspirational message in behalf of PCW.
	Acknowledgement of Participants	Ms. Kimberly Anne E. Teodoro GAD Specialist, TSRCD, PCW	Ms. Teodoro of PCW will acknowledge the participants per agency.
9:30 a.m.–11:00 a.m.	Session 1: 2017 GAD Budget Call and Guidelines for the Preparation of Annual Gender and Development (GAD) Plans and Budgets and Accomplishment Reports to Implement the Magna Carta of Women, and Proposed Enhancement to PCW-DBM-NEDA Joint Circular 2012-01	Ms. Anita E. Baleda Chief GAD Specialist, PDPMED, PCW	The session will discuss the 2017 GAD Budget Call for the preparation and submission of agency's FY 2019 GPBs and FY 2017 GAD ARs and the supplemental guidelines on the new procedure of agencies GPB submission through the GMMS.
11:00 p.m.–12:00 p.m.	Session 2: Re-orientation on GPB Submission through the Gender Mainstreaming Monitoring System (GMMS)	PCW CAIRMD-ICTU	The session will discuss the process of submission of GPBs and GAD ARs through the GMMS.
12:00 p.m.–1:00 p.m.	Lunch Break		
1:00 pm–2:00 pm	Session 3: Highlights of GAD Budget Report	Mr. Macario T. Jusayan Chief GAD Specialist, SCD, PCW	The session will discuss the status of the submission review and endorsement process of the 2018 GPB and 2016 GAD ARs through the

2:00 p.m.–3:00 p.m.	Session 4: Revised Guidelines in the Audit of GAD Fund and Activities in Government Agencies (COA Circular 2014-01)	Asst. Com. Lourdes M. Castillo Commission on Audit	GMMS. The Commission on Audit will present the Revised Guidelines in the Audit of GAD Funds and activities in government agencies. The discussion will inform the participants on the new audit approach and audit areas considered in the guidelines.
3:00 p.m.–4:30 p.m.	Open Forum	Asst. Com. Lourdes M. Castillo Commission on Audit Ms. Anette Baleda Chief GAD Specialist, PDPMED, PCW Mr. Macario Jusayan Chief GAD Specialist, SCD, PCW PCW CAIRMD-ICTU	The session will provide opportunity to clarify the issues and concerns of the agencies in the submission of their GPB through GMMS and areas considered in the audit of GAD funds. It will also give emphasis on the expenditures that can and cannot be charged to the GAD budget.
4:30 p.m.–5:00 p.m.	Synthesis, Next Steps, and Closing Ceremony	Dir. Maria Kristine Josefina G. Balmes/Dir. Cecile B. Gutierrez Philippine Commission on Women	The session will provide opportunity for participants to provide recommendations and next steps for the next GPB Fora.
Moderator: Nharleen Santos-Millar, Chief GAD Specialist-TSRCD, PCW			