

BOY SCOUTS OF THE PHILIPPINES  
NATIONAL OFFICE  
MANILA

26 September 2019

**OFFICE ORDER  
NO. 83.09.19**

**RE-COMPOSITION AND STRENGTHENING OF GAD FOCAL POINT SYSTEM (GFPS)**

**RATIONALE**

Republic Act No. 9710, otherwise known as the Magna Carta of Women (MCW) defines Gender Mainstreaming as the strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation of policies, programs and projects in all social, political, civil and economic spheres so that women and men benefit equally. It is the process of assessing the implications for women and men of any planned action, including legislation, policies or programs in all areas and at all levels.

Pursuant to Section 36 of the Magna Carta of Women there is a need for all government agencies to adopt GAD Mainstreaming as a strategy to promote women's human rights and eliminate gender discrimination in its systems, structures, policies, programs, processes and procedures. It also instructs all concerned agencies to create or strengthen their Gender and Development Focal Point System (GFPS) to catalyze and accelerate gender mainstreaming within their agencies.

**The GFPS' vital role is to:**

- Establish and strengthen the GAD Focal Point System of BSP;
- Advocate for the GAD plans and GAD-related programs, activities and projects;
- Ensure the programs, services, projects and activities being implemented, piloted and initiated by BSP are gender responsive;
- Facilitate integration of GAD in the systems, structures, policies, processes and procedures of the BSP; and
- To guide the GAD-BSP in monitoring and evaluating it's GAD mainstreaming efforts.

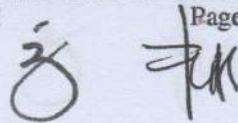
**DEFINITION OF TERMS**

For the purpose of this Office Order, the following terms are defined:

- **Gender** – refers to roles, attitudes and values assigned by culture and society to women and men. These roles, attitudes and values define the behaviours of women and men and the relationship between them. They are created and maintained by social institutions as families, government, communities, schools, churches, and media. Because of gender, certain roles, traits and characteristics are assigned or ascribed distinctly and strictly to women or to men.

*(Source: PCW)*

- **Gender and Development (GAD)** – refers to the development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potentials. It seeks to achieve gender equality as a fundamental value that should be reflected in





development choices and contends that women are active agents of development not just passive recipients of development. (Source: *Magna Carta of Women*)

- **Gender Analysis** - refers to a framework to compare the relative advantages and disadvantages faced by women and men in various spheres of life, including the family, workplace, school, community and political system. It also takes into account, how class, age, race, ethnicity, culture, social and other factors interact with gender to produce discriminatory results. (Source: *Joint Circular No. 2004-1 of the DBM, NEDA and National commission on the role of Filipino Women (NCRFW)*)
- **Gender Audit** – refers to a form of “social audit” which determines whether the organization’s internal practices and related support systems for gender mainstreaming are effective, reinforcing each other and are being followed. This tool or process assists organizations in establishing a baseline, identifying critical gaps, and challenges, and recommending ways of addressing them. (Source: *Magna Carta of Women*)
- **Gender Awareness (GA)** – the ability to identify problems arising from gender inequality and discrimination, even if these are not evident on the surface and are “hidden”, or are rare not part of the general and commonly accepted explanation of what and where the problem lies. (Source: *Magna Carta of Women*)

#### GENERAL GUIDELINES

1. The BSP’s GAD Focal Point System shall be created and strengthened to ensure and advocate for, guide, coordinate and monitor the development, implementation, review and updating of the BSP’s GAD plans and GAD-related programs, services, activities and projects.
2. BSP-GAD shall undertake orientations and capacity development on GAD for its officials and employees.
3. An agency-wide participatory gender audit shall be conducted periodically to determine the effectiveness of its internal practices and support systems for gender mainstreaming.
4. The BSP-GAD shall adopt a mechanism to monitor the progress and evaluate the impact, at various levels, the implementation of its GAD plan especially GAD-related programs, services and projects.

#### FUNCTIONS OF THE GFPS

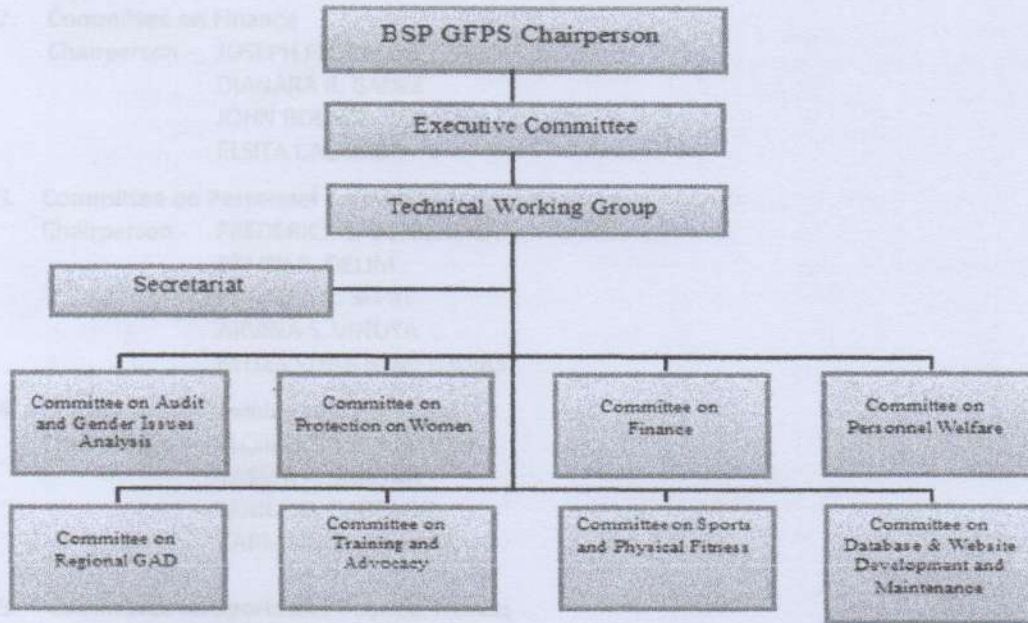
- Lead in mainstreaming gender perspective in agency/division policies, plans and programs.
- Assess the gender responsiveness of system.
- Assist in the formulation of new policies such as the GAD Code in advancing women’s status.
- Lead in setting up appropriate systems and mechanisms to ensure the generation, processing, review and updating of sex-disaggregated data or GAD database to serve as basis in performance-based gender responsive planning.
- Coordinate efforts of different divisions and advocate for the integration of GAD perspectives in all their systems and processes.
- Spearhead the preparation of the agency annual performance-based GAD PAP’s and Budget in response to gender issues.
- The GFPS shall likewise be responsible for submitting the consolidated GAD Plans and Budget of the agency and as needed, in responding to the comment of Philippine Commission on Women (PCW) or request for additional information.
- Lead in monitoring the effective implementation of GAD-related policies and the annual GAD Plan, Programs and Budget.



**GFPS STRUCTURE AND COMPOSITION**

**STRUCTURE**

**BSP GAD Focal Point System**



**GFPS Chairperson** : *National President* , ROBERTO M. PAGDANGANAN

**GFPS Executive Committee**

Chairperson : *National President*, ROBERTO M. PAGDANGANAN

Alternate Chairperson : *Chief National Commissioner* , CEDRIC G. TRAIN

Members : *National Program Commissioner* , JOSE EDUARDO C. DELGADO  
*National Training Commissioner* , LEONIDES T. SON

Secretary : *Secretary General*, ROGELIO S. VILLA, JR.

**Technical Working Group**

Chairperson : ROGELIO S. VILLA, JR.

Members : FLORENCIO B. ATINYAO  
 SOFRONIO D. HONTANOSAS  
 JOSEPH FLORANTE C. ALVARO  
 JEREMY JORGENCIO B. DUCAY  
 JOSE PATRICK R. DE LEON  
 FREDERICK E. BONIFACIO  
 DAVID DOMINIC LANUZA  
 JOANNA B. VALEZA  
 EMMANUEL A. LOON  
 ERMIN R. DELIM

**Committees:**

**1. Committee on Audit and Gender Issues Analysis**

Chairperson - JOSE PATRICK R. DE LEON  
JOANNA B. VALEZA  
ALIW B. DELOS REYES  
FRUZAN HERNANDEZ  
IVY NICOLE A. PAGSANHAN

**2. Committee on Finance**

Chairperson - JOSEPH FLORANTE C. ALVARO  
DIANARA R. BANEZ  
JOHN ROLAND YADAO  
ELSITA CALAMBA

**3. Committee on Personnel Welfare**

Chairperson - FREDERICK E. BONIFACIO  
ERMIN R. DELIM  
MICAELA C. SEPAL  
ARVINA S. VINUYA  
MYLES EDNA B. MELODIAS

**4. Committee on Training and Advocacy**

Chairperson - FLORENCIO B. ATINYAO  
YASSER F. SARONA  
JANICE Q. CARTAGO  
CARMELO B. FRANCA

**5. Committee on Sports and Physical Fitness**

Chairperson - EMMANUEL A. LOON  
SOPHIA U. CASTILLO  
MARY GRACE D. PALOMILLO  
JERRY B. RUBRICO

**6. Committee on Protection on Women**

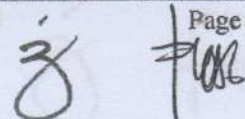
Chairperson - JEREMY JORGENCIO B. DUCAY  
EVELYN A. BORJA  
ALYANNA MAE S. LACABA  
ALONA GRACE P. BIBAS  
BENGIE PALOMILLO

**7. Committee on Database and Website Development and Maintenance**

Chairperson - DAVID DOMINIC LANUZA  
CHARLIE M. CAMEROS  
MANUEL G. ISIDORO III  
JONNIFER C. MANDIGMA

**8. Committee on Regional GAD**

Chairperson - SOFRONIO D. HONTANOSAS  
IMELDA A. SAMSON  
MARCELO M. CAMBOD  
RAMIL BORBON  
RODOLFO C. PANGILINAN  
BIENVENIDO B. TOLEDO  
ARNEL C. DELUTE  
JESUS M. MERIS





#### Secretariat

Head : JOANNA B. VALEZA  
Member : FREDERICK E. BONIFACIO  
IVY NICOLE A. PAGSANHAN

#### Roles and Responsibilities of the GFPS

- Provide direction and give policy advice to the Head of GFPS to support and strengthen the GFPS and BSP GAD mainstreaming activities;
- Direct the identification of GAD strategies, programs, activities and projects based on the results of the gender audit, gender analysis and according to the identified priorities of the agency in response to the gender issues faced by its clients and employees;
- Ensure the timely submission of the agency GAD Plan and Budget, Accomplishment Report and other GAD-related reports to the PCW;
- Ensure the effective and efficient implementation of the agency GAD programs, activities and projects and the judicious utilization of the GAD Budget;
- Build and strengthen the partnership of the BSP with PCW, GAD experts, advocates, women's groups and other stakeholders in pursuit of gender mainstreaming;
- Recommend approval of agency GAD Plans and Budgets and GAD ARs; and
- Recommend awards or recognition to outstanding institutional GAD programs, activities and projects and/or GAD FP members.

#### Roles and Responsibilities of the Head of GFPS



- The head of GFPS shall be responsible for ensuring that GAD activities are provided with adequate resources which shall be within the benchmark as authorized Corporate Operating Budget.

#### Roles and Responsibilities of the GFPS Secretary:

- Lead the preparation and consolidation of the annual BSP GAD Accomplishment Report and other GAD reports that maybe required under the PCW.
- Strengthen the external link with other agencies or organizations working on women's rights, and gender and development to harmonize and synchronize GAD efforts at various levels of governance.
- Promote and actively pursue the participation of women and gender advocates, other civil society groups and private organizations in the various stages of the development planning cycle, giving special attention to the marginalized sectors; and
- Ensure that all personnel of the BSP including the finance officers (e.g. accountant, budget officer, auditors) are capacitated in GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development or gender and development for its employees as part of and implemented under its regular human resource development programs.

#### Roles and Responsibilities of the Technical Working Group (TWG)

- Facilitate the implementation of the gender mainstreaming efforts of the BSP through the GAD planning and budgeting process;
- Formulate BSP GAD Plans, Programs and Budget in response to the gender gaps and issues faced by their clients and constituencies, women and men employees, following the conduct of a gender audit, gender analysis, and/or review of sex disaggregated data;
- Assist in the capacity development of and provide technical assistance to Regional Offices/Local Council officers and staffs. In this regard, the TWG shall work with the human resource management office on the development and implementation of an appropriate capacity development program on gender equality and women's empowerment for its





employees, and as requested or deemed necessary, for Regional Offices/Local Councils, as the case may be;

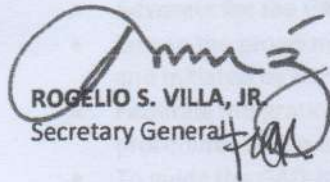
- Coordinate with the various operations and ensure their meaningful participation in GAD strategic and annual planning exercises. The TWG of the GFPS shall coordinate with other offices of the BSP on the preparation, consolidation and submission of GAD Plans and Budgets;
- Lead the conduct of advocacy activities and the development of IEC materials to ensure critical support of agency officials, staff and relevant stakeholders to the activities of the GAD Focal Point System and GAD mainstreaming activities;
- Monitor the implementation of GAD-related programs, activities and projects in their respective offices and suggest corrective measures to improve implementation of GAD PAPs and GFPS activities;
- Prepare and consolidate agency GAD accomplishment reports; and
- Provide regular updates and recommendations to the head of agency or ExeCom on the activities of the GFPS and the progress of agency GAD mainstreaming activities based on the feedback and reports of the various units of the agency.

#### **Roles and Responsibilities of the Secretariat**

- Give notices of meetings and/or relevant information to all GAD TWG members;
- Keep all official records and documents of the GAD TWG;
- Document minutes of the GAD TWG meetings; and
- Consolidate the National Office GAD Plans and Accomplishment Reports.

#### **EFFECTIVITY**

This Office Order shall take effect immediately.

  
ROGELIO S. VILLA, JR.  
Secretary General

cc: National President Roberto M. Pagdanangan  
Secretary General Rogelio S. Villa, Jr.  
Director Florencio B. Atinyao, Administration Division  
Director Jeremy Jorgencio Ducay, Economic Enterprise Division  
Director Joseph Florante C. Alvaro, Finance Division  
Acting Director Sofronio D. Hontanosas, Field Operations Division  
Acting Internal Auditor Jose Patrick R. de Leon, Internal Audit Office  
Regional Scout Directors  
COA- Resident Auditor  
HRMO  
File