



Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 DIVISION OF MALAYBALAY CITY

DM 2021-12-737
 DEPED MALAYBALAY CITY DIVISION
 RELEASED
 DATE DEC 31 2021 9:52
 BY: _____

DIVISION MEMORANDUM

No. 737, s. 2021

**TO : Assistant Schools Division Superintendent
 Chief Education Supervisors, CID and SGOD
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned
 This Division**

FROM : VICTORIA V. GAZO, PhD, CESO V
 Schools Division Superintendent

DATE : December 31, 2021

**SUBJECT: SUBMISSION OF 2021 GENDER AND DEVELOPMENT (GAD)
 ACCOMPLISHMENT REPORT**

1. Pursuant to **Memorandum Circular No. 2021-06**, re: **Submission of FY 2021 GAD Accomplishment Report**, all schools in this division are hereby directed to submit **2021 GAD Accomplishment Report** using the attached format in Excel form on or before **January 5, 2022** for consolidation and submission to the regional office. School heads/GAD focal persons are requested to submit soft copies at: **rosalio.arangco001@deped.gov.ph**.

2. Should there be queries, contact **Rosalio P. Arangco**, Education Program Supervisor, SGOD at 0917 159 4825.



BP FORM 400-A
ANNUAL GENDER AND DEVELOPMENT (GAD) ACCOMPLISHMENT REPORT
FY

Organization:		Department of Education								
Agency/Bureau/Office:					Organization Category: National Government, Line Agency					
Total GAA of Agency:										
Actual GAD Expenditure:				Original Budget:						
				% Utilization of Budget:						
% of GAD Expenditure:										
Gender Issue and/ or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/ GAD Objective	Relevant Agency Program/ Activity and Project	GAD Activity	Output Performance Indicators and Target	Actual Result (Output/ Outcomes)	Total Agency Approved Budget	Actual Cost and Expenditure	Responsible Unit/Office	Variance/ Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Organization-focused										
1										
2										
3										
4										
Client-focused										
1										
2										
3										
Total										
Prepared by:			Approved by:			Date				
GAD Coordinator, GAD Focal Point System			Schools Division Superintendent			Day/ Mo/ Year				



MEMORANDUM CIRCULAR NO. 2021-06

TO: All Heads of Executive Departments, Agencies, Bureaus, Offices, State Universities and Colleges, Government - Owned and/or - Controlled Corporations, Legislative and Judiciary Branches, Constitutional Bodies, Other Instrumentalities of the National Government and All Others Concerned

SUBJECT: Submission of FY 2021 GAD Accomplishment Report

DATE: December 10, 2021

1.0 Preparation and Submission of the FY2021 GAD AR through the GMMS Version 2 or 3

1.1. Pursuant to Section 36 of Republic Act No. 9710 or the Magna Carta of Women, the utilization and outcome of the GAD budget shall be annually monitored and evaluated. As such, all line departments, constitutional bodies, judicial and legislative bodies, attached agencies/bureaus, other executive offices (OEOs) and government-owned and/or controlled corporations (GOCCs) shall submit their consolidated FY 2021 GAD Accomplishment Reports (ARs) to PCW through the PCW Gender Mainstreaming Monitoring System (GMMS) on or before the following dates:

- 24 February 2022** Deadline of state universities and colleges (SUCs) to submit to the Commission on Higher Education (CHED) regional offices.

- 4 March 2022** Deadline of submission to PCW of the following:
 - a. Constitutional bodies
 - b. Legislative and judicial bodies
 - c. Office of the President
 - d. Office of the Vice-President
 - e. Other Executive Offices (OEOs)

- 11 March 2022** Deadline of submission of executive departments and their attached agencies to PCW.

- 18 March 2022** Deadline of submission of government-owned and/or -controlled corporations (GOCCs) to PCW.

- 25 March 2022** Deadline for CHED regional offices to submit to PCW the reviewed FY 2021 GAD AR of SUCs.

1.2. For SUCs, their GAD ARs that have been submitted through the GMMS shall first be reviewed by the concerned CHED regional office. Once the GAD AR has been reviewed, the CHED regional office shall submit the GAD AR to PCW.

1.3. In line with the goal of transitioning from an output-based to a results-based approach to GAD planning and budgeting, the following GMMS Version 3 pilot agencies shall prepare their FY 2021 GAD AR using the revised GAD AR form:

- a) Bureau of Fisheries and Aquatic Resources
- b) Commission on Higher Education
- c) Department of Agriculture
- d) Department of National Defense
- e) Department of Social Welfare and Development
- f) Department of Trade and Industry
- g) Development Bank of the Philippines
- h) Government Service Insurance System
- i) Land Bank of the Philippines
- j) National Economic and Development Authority
- k) Philippine Carabao Center
- l) Philippine Center for Postharvest Development and Mechanization
- m) Philippine Rice Research Institute
- n) Technical Education and Skills Development Authority

The submission of FY 2021 GAD ARs of pilot agencies shall be coursed through the GMMS Version 3 with URL: <http://52.148.72.167/> following the submission schedule in Section 1.1.

1.4. Considering that the GAD AR shall be consolidated by agency, the GAD expenditure of a regional office or a constituent unit may not necessarily reach 5% of its approved total annual budget for as long as the agency as a whole meets the minimum 5% GAD expenditure based on the agency's total budget appropriations.

1.5 To attribute the expenditure of a major agency program/project to GAD in the FY 2021 GAD AR, agencies shall accomplish the Harmonized Gender and Development Guidelines (HGDG) Project Implementation and Management, and Monitoring and Evaluation (PIMME) checklist (HGDG Boxes 16 & 17) or the Facility Implementation, Management, and Monitoring and Evaluation (FIMME) checklist (HGDG Box F2), whichever is applicable, to assess the gender-responsiveness of the implementation of the program/project.

1.5.1. In accomplishing the HGDG PIMME or FIMME checklist, agencies shall fill-out the Remarks column of the HGDG checklist for items in which the agency answered "yes" or "partly yes," and indicate the relevant means of verification (MOV) to facilitate the validation of the HGDG score.

1.5.2. The score in the HGDG assessment shall be the basis in determining the actual cost/expenditure that can be attributed to GAD and reflected in the GAD AR. The percentage score of the program/project in the HGDG PIMME/FIMME assessment shall correspond to the percentage of the expenditure of the agency's major program/project that may be attributed to the GAD: Provided, that programs/projects with HGDG PIMME/FIMME scores below 4.0 shall not be eligible for attribution. The formula shall be as follows:

$\frac{\text{HGDD PIMME/FIMME Score}}{\text{Total HGDD Points}} \times 100\% = \% \text{ of annual program expenditure attributable to GAD}$

$(\% \text{ of annual program expenditure attributable to GAD}) \times (\text{annual program expenditure})$
= amount attributable to GAD in the AR

e.g. $\frac{16.5}{20} \times 100\% = 82.5\%$

$82.5\% \times \text{Php } 50 \text{ million} = \text{Php } 41,250,000.00$

1.5.3. PDF copies of the results of HGDD PIMME/FIMME checklist, the program/project brief and accomplishment report; details of expenditure; as well as the relevant MOVs for the agency self-rating, such as activity reports, monitoring and evaluation reports, list of sex-disaggregated data or gender statistics that were used and/or collected, among others, shall be attached to the agency's GAD AR submission.

1.6. Agencies shall ensure the completeness of submitted documents especially the means of verifications for the HGDD assessment score.

1.7. Agencies are also requested to attach narrative reports which could include good practices and testimonies of their GAD accomplishments in their GAD ARs using the attachment facility (Column 11) of the GMMS.

1.8. Agencies may start encoding their FY 2021 GAD AR in the GMMS on January 17, 2022.

2.0 Review of the FY 2021 GAD AR

2.1. As provided in PCW-NEDA-DBM Joint Circular 2012-01, the PCW does not endorse GAD ARs, unlike the GAD Plans and Budgets. Section 10.0 of said Joint Circular provides for the submission of annual GAD ARs by national government agencies, which shall serve as PCW's basis in preparing the annual GAD Budget Report for submission to Congress, and the Office of the President.

2.2. Once received, the PCW will review the GAD AR, provide comments, observations and remarks, and return to the agency. A maximum of two passes of review will be undertaken by the PCW on the submitted GAD AR. This means that the first set of comments in the first pass, if any, should be considered/responded to in the second/final submission of the agency. The second/final GAD AR submission will be the basis for the final comments, observations and remarks.

2.3. The returned GAD AR with final comments, observations and remarks shall serve as reference or guide for the concerned agency in the implementation of their current GAD PAPs, as well as in the preparation of their succeeding GAD Plans and Budgets.

2.4. The returned GAD AR shall no longer bear a GMMS barcode which is supposedly only for endorsed GAD plans and budgets.

3.0 Generation and Dissemination of the PCW-Reviewed GAD AR

3.1. Concerned agencies shall print the returned GAD AR with PCW's final observations and remarks for signature, and submit signed copies to the PCW and their respective COA Audit Team.

3.2. The final observations and remarks of PCW shall be indicated in the "General Comments" section of the returned GAD AR, which could be viewed and downloaded from the GMMS. Below are the steps to generate the PDF copy of the GAD AR with the final observations and remarks:

- a) Click the "My GAD Profiles" menu;
- b) Select "List of GAD Plans and GAD ARs";
- c) Click the View icon under the Actions column;
- d) Click the Comment Reports icon on the upper left side portion of the window to view the reviewed GAD AR with PCW's comments, remarks or observations; and
- e) Finally, click the PDF icon to generate the report.

Annex A provides for the guide (screenshots of the GMMS interface) in generating the PDF copy of the GAD AR with comments.

For guidance and appropriate action.



SANDRA SANCHEZ-MONTANO
Chairperson