



Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF BAYAMBANG

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 113

Series of 2026

AN ORDER REORGANIZING AND RECONSTITUTING THE GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (GFPS) OF THE MUNICIPALITY OF BAYAMBANG, PANGASINAN

WHEREAS, Section 14, Article II of the 1987 Philippine Constitution provides that the State recognizes the role of women in nation-building and shall ensure the fundamental equality before the law of women and men;

WHEREAS, pursuant to Section 36 of Republic Act No. 9710, otherwise known as the *Magna Carta of Women (MCW)*, all government departments—including their attached agencies, offices, bureaus, state universities and colleges, and government-owned or controlled institutions—shall adopt gender mainstreaming as a strategy to promote women's human rights and eliminate gender discrimination in their systems, structures, policies, programs, processes, and procedures;

WHEREAS, Section 37-C of the Implementing Rules and Regulations (IRR) of Republic Act No. 9710 mandates the creation, strengthening, and institutionalization of a Gender and Development Focal Point System (GFPS) or a similar GAD mechanism in all LGUs to catalyze and accelerate gender mainstreaming;

WHEREAS, PCW-DILG-DBM-NEDA Joint Memorandum Circular (JMC) No. 2013-01 (as amended by JMC No. 2016-01) sets the explicit guidelines on the "*Localization of the Magna Carta of Women*", detailing the establishment, structure, roles, and responsibilities of the Local GFPS;

WHEREAS, there is a imperative need to fully institutionalize, structure, and operationalize the LGU Bayambang GFPS to ensure performance-based, gender-responsive planning, budgeting, monitoring, and evaluation across all municipal departments;

WHEREAS, due to recent personnel changes—including retirement, resignation, end of term, and internal reassignment—there is an urgent need to reorganize and reconstitute the members of the GFPS Executive Committee and Technical Working Group (TWG) to ensure unbroken administrative continuity, accountability, and active participation of marginalized sectors;

NOW, THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO, Municipal Mayor of the Municipality of Bayambang, Province of Pangasinan, by virtue of the powers vested in me by law, do hereby order the reorganization and reconstitution of the Gender and Development Focal Point System (GFPS).

"Baley ko, Pawilen ko, Aroen ko, tan Tulungan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS

April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M

April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bani, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
(075) 633-1000 Loc. 100
mayorsoffice@bayambang.gov.ph



SECTION I. COMPOSITION. The GFPS Executive Committee and the Technical Working Group shall be composed of the following members:

The GFPS Executive Committee:

Chairperson: **HON. MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO**
Municipal Mayor

Members: **HON. JOCELYN ESPEJO**
*SB Member, Committee on Children Women,
Senior Citizens Family Affairs and Social Welfare*

HON. JOSE RAMOS
SB Member, Committee on Appropriations

HON. RODELITO BAUTISTA
OIC-President, Liga ng mga Barangay

HON. JOHN ROY JALAC
President, SK Federation

ATTY. RODELYNN RAJINI S. VIDAD
Municipal Administrator

EnP. RYAN JAMES NICHOLAI L. DIZON
Municipal Planning and Development Coordinator

MR. FLEXNER DE VERA
Municipal Accountant

MS. MARIE CHRISTINE B. TERRADO
Municipal Budget Officer

MS. CHARMAINE ROSE C. BULALAKAW
Acting Municipal Treasurer

MS. MA-LENE S. TORIO
Municipal Environment and Natural Resources Officer

MS. GENEVIEVE N. UY
Municipal District Risk Reduction Management Officer

MS. KIMBERLY P. BASCO
Municipal Social Welfare and Development Officer

DR. PAZ F. VALLO
Municipal Health Officer

DR. ROMYL A. JUNIO

Private Sector, KKSBEI

MS. MELINDA T. GLORIA

Pres. of Dusoc Womens Association

PSSG. JANICE LAVARIAZ

Representative from the PNP's Women's Desk

MR. CARLITO A. SUYAT

Representative from Persons with Disabilities (PWDs)

Adviser: **MS. ARIANNE B. PERALTA**

Local Government Operations Officer VI

The Technical Working Group:

Chairperson: EARL JOHN LALATA

Municipal Planning and Development Office Staff

Members: MR. MICHAEL JOHN CAPUDOY

Municipal Budget Office Staff

HAZEL ANN MASIGLAT

Municipal Accounting Office Staff

MR. ERIK MACARANAS

Municipal Health Office Staff

MR. ARMANDO JUNIO

Information and Communication Technology Office Staff

MR. RAY HOPE BANCOLITA

Local Youth Development Officer

MS. ROSBELLE MAGNO

Project Development Assistant I

MS. JESSICA CATALAN

Local School Board Office Staff

MR. DENNIS ALDRIN R. MALICDEM

Human Resource and Management Office Staff

MS. CAMAY DAMASCO

Bayambang Public Safety Office Staff

PATW. CRISTY A. IGLESIAS
MPS-FJGAD

MS. JHERIZA G. DE VERA
ESWMO Staff

MS. MAYLENE PACLIBAR
Municipal Agriculture Office Staff

ENGR. LESLIE PEREZ
Municipal Engineering Office Staff

MS. MARIEFI M. DE GUZMAN
Special Economic Enterprise Staff

MR. DENNIS P FLORES
Public Employment Service Office Staff

MS. JOCELYN FRONDA
Internal Audit Service Staff

MS. RITA BLESS G. DIAZ
Representative from LCE's Office

MS. SHEINA GRAVIDEZ
Municipal Tourism Information and Cultural Affairs Office Staff

The GAD Secretariat/GAD Focal Person:

EnP. Ryan James Nicholai L. Dizon, MPDC of this municipality, is designated as the **GAD Focal Person**

Mr. Lloyd P. Catabay from the Municipal Planning and Development Office, **Assistant GAD Focal Person**

The GAD Monitoring and Evaluation Team:

Chairperson: **EnP. RYAN JAMES NICHOLAI L. DIZON**
Municipal Planning and Development Coordinator

Co-Chairperson: **MS. ARIANNE B. PERALTA**
DILG MLGOO

MEMBERS: **MS. CHRISTINE BAUTISTA**

Municipal Budget Officer

MS. MARIA CONCEPCION CARMELA ATIENZA-SANTILLAN

Executive Assistant II

ATTY. RODELYNN RAJINI S. VIDAD

Municipal Administrator

MS. KIMBERLY P. BASCO

Municipal Social Welfare and Development Officer

DR. PAZ F. VALLO

Municipal Health Officer

HON. JOCELYN ESPEJO

*SB Member, Committee on Children Women,
Senior Citizens Family Affairs and Social Welfare*

MR. EARL JOHN LALATA

GFPS TWG Chairperson

SECTION II. GENERAL FUNCTIONS OF THE GFPS.

Pursuant to the Implementing Rules and Regulations of the Magna Carta of Women (MCW-IRR), the GFPS shall serve as the primary mechanism for ensuring and sustaining the LGU's critical consciousness and commitment to gender and development (GAD) and women's empowerment. It shall take the lead role in direction-setting, advocacy, planning, monitoring, and evaluation, and act as an advisory body in mainstreaming GAD across all LGU policies, programs, projects, activities (PPAs), and processes.

Specifically, the GFPS shall:

1. **Lead Gender Mainstreaming:** Lead in mainstreaming the GAD perspective in LGU policies, plans, and programs. Ensure the continuous assessment of the gender-responsiveness of LGU systems, structures, policies, and processes based on the priority needs of constituents and employees, and formulate and implement corresponding recommendations;
2. **Policy Formulation:** Assist in the formulation of local policies, such as the municipal GAD Code, to advance women's empowerment and gender equality;
3. **Database Management:** Lead in establishing appropriate systems and mechanisms to ensure the generation, processing, review, and updating of sex-disaggregated data and the GAD database to serve as the baseline for performance-based, gender-responsive planning and budgeting;
4. **Inter-Office Coordination & GPB Consolidation:** Coordinate efforts across all LGU departments, divisions, and units to advocate for the integration of GAD in their respect systems; lead the preparation of the annual LGU GAD Plan and

Budget (GPB); and consolidate and submit the GPB following the forms and procedures prescribed by oversight agencies;

5. **Implementation Monitoring:** Lead the monitoring of the effective implementation of the annual GPB, GAD Code, and other GAD-related plans;
6. **Reporting:** Lead the preparation and consolidation of the annual LGU GAD Accomplishment Report (GAD AR) and other GAD reports required under the MCW and relevant Joint Memorandum Circulars (JMCs);
7. **Inter-Agency Linkages:** Strengthen linkages with other LGUs, national government agencies, CSOs, and organizations working on women's rights and GAD to harmonize and synchronize local GAD efforts;
8. **Stakeholder Engagement:** Promote and actively engage gender advocates, civil society groups, and private organizations across all stages of the development planning cycle, giving explicit priority to marginalized sectors; and
9. **Capacity Building:** Ensure that LGU personnel, particularly planning, budget, accounting, and auditing officers, are fully capacitated on GAD through a continuous capacity development program integrated into the LGU's regular Human Resource Development plan.

SECTION III. ROLES AND RESPONSIBILITIES OF THE GFPS EXECUTIVE COMMITTEE

1. The LCE as Chairperson shall:

- a. Issue executive policies and administrative directives supporting gender mainstreaming in LGU plans, PPAs, services, budgets, systems, and procedures, including the creation, reconstitution, or strengthening of the GFPS; and
- b. Ensure the full implementation of the GPB, and approve and endorse the GAD AR and other GAD-related reports required by law upon recommendation of the GFPS Executive Committee and TWG.

2. The GFPS Executive Committee shall:

- a. Provide strategic policy advice to the Local Chief Executive (LCE) to strengthen gender mainstreaming efforts;
- b. Direct the identification of local GAD strategies, PPAs, and targets based on gender analysis and assessment of constituency and employee needs;
- c. Ensure the timely submission of the LGU GPB, GAD AR and related reports to the DILG, PCW, and oversight agencies;
- d. Ensure the effective implementation of GAD PPAs and the judicious utilization of the minimum 5% GAD budget allocation;
- e. Build and strengthen strategic partnerships with CSOs, women's groups, national agencies, and GAD experts; and

- f. Recommend institutional awards, incentives, or recognition for outstanding GAD PPAs or exemplary contributors to GAD.

3. The **Technical Working Group** shall:

- a. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
- b. Formulate the LGU GPB to address the gender gaps and issues faced by their constituents, including their women and men employees;
- c. Assist in the capacity and competency development of and provide technical assistance to the offices or units of the LGU. In this regard, the TWG shall work with the Human Resource Development Office (HRDO) on the development and implementation of a capacity development program on GAD for its employees, as necessary;
- d. Coordinate with the various units/offices of the LGU and ensure their meaningful participation in strategic and annual planning exercises on GAD, including the preparation, consolidation, and submission of GPBs;
- e. Lead the conduct of advocacy activities and the development of information for local elected officials, department heads and staff, and relevant stakeholders to the GFPS and to improve their implementations;
- f. Monitor the implementation of GAD-related PPAs and suggest corrective measures to improve their implementation;
- g. Prepare and consolidate LGU GAD ARs and other GAD-related reports; and
- h. Provide regular updates and recommendations to the LCE or GFPS Execom regarding GFPS activities and the progress of the LGU in gender mainstreaming based on the feedback and reports of concerned LGU offices/units, stakeholders, and constituents.

4. The GFPS Secretariat / GAD Focal Person shall:

- a. Provide administrative, logistical, and technical support services to the GFPS Executive Committee and TWG;
- b. Prepare agendas, schedule meetings, and officially document all proceedings and activities of the GFPS; and
- c. Manage the operations of the GAD Office and ensure proper custody of GAD records, databases, and official submissions.

5. The GAD Monitoring and Evaluation Team shall:

- a. **Annual GPB and Institutional Monitoring:** Conduct annual monitoring of the implementation of the approved GAD Plan and Budget (GPB) and systematically evaluate the LGU's institutional mechanisms for gender mainstreaming;
- b. **Review and Submission of GAD Accomplishment Reports (Decentralized Stream):** Pursuant to updated national guidelines decentralizing GAD review processes, ensure the timely preparation, consolidation, and submission of the annual LGU GAD Accomplishment Report (GAD AR) and the *Status Report on Institutional Mechanisms for Gender Mainstreaming* to the **Provincial Government of Pangasinan** for provincial-level review, validation, and consolidation;
- c. **End-of-Term Impact Evaluation:** Assess the long-term outcomes, institutional changes, and community impacts of LGU GAD policies, programs, and projects at the end of the Local Chief Executive's three-year term, and prepare a comprehensive GAD Evaluation Report for submission to the Provincial Government and DILG Regional Office (not later than June following the end of the term);
- d. **Inter-Departmental Collaboration:** Engage and invite key personnel from implementing offices, divisions, and partner Civil Society Organizations (CSOs) during M&E exercises to review PPA implementation progress, address gaps, and recommend corrective actions; and
- e. **M&E Budget Integration:** Ensure that all GAD M&E activities, tools, field validations, and capacity-building requirements are explicitly integrated, prioritized, and funded under the annual LGU GAD Plan and Budget.

SECTION IV. MEETINGS AND QUORUM.

The GFPS Executive Committee and TWG shall meet at least once every quarter, or as often as necessary upon the call of the Chairperson. A simple majority (50% + 1) of the members shall constitute a quorum necessary to officially conduct business and pass resolutions.

SECTION V. REPEALING CLAUSE

All executive orders, administrative issuances, rules, or regulations previously issued by the LGU that are inconsistent with the provisions of this Order are hereby repealed, revoked, or modified accordingly.

SECTION VI. EFFECTIVITY. This Executive Order shall take effect immediately and will continue to be in effect until amended or revoked.

Done this ~~27~~ ~~th~~ of July 2026, in the Municipality of Bayambang, Pangasinan.

MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

