



Republic of the Philippines  
Province of Cagayan  
**MUNICIPALITY OF STA. TERESITA**

*OFFICE OF THE SANGGUNIANG BAYAN*

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EXCERPTS FROM THE MINUTES OF THE 127<sup>TH</sup> REGULAR SESSION OF THE 14<sup>TH</sup> SANGGUNIANG BAYAN OF STA. TERESITA, CAGAYAN HELD ON **MAY 14, 2019** AT THE SB SESSION HALL.

Present:           Hon. Wilmar O. Puyaoan                   - *Vice-Mayor/Presiding Officer*  
                  Hon. Ruben P. Fagela, Sr.               - *Sangguniang Bayan Member*  
                  Hon. Jovey de Gracia-Eduria           - *Sangguniang Bayan Member*  
                  Hon. William A. Lorenzo               - *Sangguniang Bayan Member*  
                  Hon. Conrado P. Tabaco               - *Sangguniang Bayan Member*  
                  Hon. Melchor T. Palor                 - *Sangguniang Bayan Member*  
                  Hon. Reynald A. Baldiviso             - *Sangguniang Bayan Member*  
                  Hon. Ruperto T. Tabieros             - *Sangguniang Bayan Member*  
                  Hon. Michael P. Macarubbo           - *Sangguniang Bayan Member*  
                  Hon. Aider M. Javier                 - *ABC President*  
                  Hon. Guevarra J. Gregorio           - *SK Municipal Federation President*

Absent:           None

MUNICIPAL ORDINANCE NO. 2  
Series of 2019

AN ORDINANCE AMENDING MUNICIPAL ORDINANCE NO. 3-2008, RE: "THE GENDER AND DEVELOPMENT CODE" (GAD CODE) OF STA. TERESITA, CAGAYAN".

CHAPTER I. GENDER PROVISIONS

**Article I. Title and Statement of Policy**

**Section 1. Title** – This Ordinance shall be known as the "Gender and Development Code of Sta. Teresita", hereinafter referred to as the Gender Code.

**Section 2. Statement of Policy.** – The Municipal Government recognizes the various needs of its diverse and multi-ethnic population. Accordingly the programs and projects of the municipal government shall be gender sensitive and gender fair.

**Section 3. Definition of Terms:**

- a. Violence Against Women (VAW) – refers to any act of gender-based violence that results in, or is likely to result in physical, sexual, or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life. It shall be understood to encompass, but not limited, to the following: (1) Physical, sexual, psychological, and economic violence occurring in the family, including battering, sexual abuse of female children in the household, dowry-related violence, marital rape and other traditional practices harmful to women, non-spousal violence, and violence related to exploitation; (2) Physical, sexual and psychological violence occurring within the general community, including rape, sexual abuse, sexual harassment and intimidation at work, in educational institutions and elsewhere, trafficking in women, and prostitution; and (3) Physical, sexual and psychological violence perpetrated or condoned by the state, wherever it occurs. It also includes acts of violence against women as defined in RA 9208 and 9262. Under the Magna Carta of Women, this term is used interchangeably with gender-based violence.
- b. VAW Desk – a facility that would address VAW cases in a gender-responsive manner, managed by a person designated by the punong barangay. It is situated within the premises of the barangay hall. In the absence of a barangay hall, the VAW desk shall be established within the premises where the punong barangay holds office.



## **Article II. Health Nutrition and Family Planning**

**Section 4. Reproductive Health Care Approach** – The Municipal Government shall strengthen and upgrade its primary health care delivery system with emphasis on using reproductive health care approach by providing the necessary budgetary support.

**Section 5. Accessible information on Sexuality and Reproductive Health** – Women and men, especially adolescents and young adults shall have access to information on responsive sexuality and reproductive health while ensuring their right to privacy.

**Section 6. Men's involvement on Reproductive Health** – Reproductive Health programs and projects shall involve men of all ages highlighting their crucial role in the maintenance of women's health and well-being.

**Section 7. Gender** – Fair approach to Pre-Marriage Counseling Program – The Municipal Government shall continuously review the Pre-Marriage Counseling Program and shall adopt character values education to promote the equal relations between women and men.

**Section 8. Gender Sensitivity Health Services** – All Health Centers shall provide gender sensitivity services in the delivery of reproductive health including the establishment of Crisis Intervention Service Units.

## **Article III. Women in Governance**

**Section 9. Observance of Women's Day** – The municipality of Sta. Teresita shall observed with appropriate rites and activities the International Women's Day every March 08 of the year with the Municipal Women's organization like the **Babbai a Namnama ti Umili ti Sta. Teresita** (BNUST) and the NGO's-RIC as lead agencies in the municipal wide celebration.

**Section 10. Gender Mainstreaming at all Levels of Governance.** – The Municipal Government shall endeavor to establish mechanism to ensure that gender perspective are integrated in legislations, public policies, programs and projects.

**Section 11. Barangay Based Women's Organizations.** All Barangays are encouraged to promote and support Women's Organizations formed by their respective constituents.

**Section 12. Municipal Coalition of Women** – A coalition of women shall be organized which shall be composed of various accredited women's organizations and federations in the municipality. The Municipal Social Welfare and Development Office shall initiate the organization thereof.

**Section 13. Representation of Women in Local Special Bodies.** The Municipal Government shall ensure as much as practicable that women are duly represented in all local special bodies as provided for in the Local Government Code at the Municipal and Barangay levels.

**Section 14. Transparent Criteria for Decision – Making Positions** - The Municipal Government shall review the criteria for recruitment and appointment to decision making positions and ensure that such criteria are transparent, relevant and not discriminatory against sex.

**Section 15. Leadership Training for Women** – The municipal Government in cooperation with concerned agencies, universities and colleges shall provide leadership training that will enable



women to participate in decision - making processes. Priority shall be given to indigenous and differently abled women.

#### **Article IV. Violence Against Women and Children (VAWC)**

**Section 16. Trafficking In Person and Support to Survivors of Violence** – The Municipal Government shall provide immediate comprehensive support to survivors of violence that shall consist of but shall not be limited to, referrals through free and law costs services, such as legal, medical, psychological, shelter and to coordinate other forms of support services provided by the Non-Government Organizations.

**Section 17. Family Arbitration Committee** – There shall be created a Gender Sensitive Family Arbitration Committee within the Lupong Tagapayapa of each Barangay to resolve cases on family violence and , where necessary Barangay Family Arbitration members should undergo a special paralegal training on laws related to Gender and Development.

**Section 18. A multi-disciplinary and multi-sectoral coordinating council** shall be created by the Municipal Government that will collaboratively address the problem of trafficking and VAW.

- a. Composition:
- Municipal Mayor
  - Municipal Planning and Development Coordinator (MPDC)
  - Municipal Social Welfare and Development Officer (MSWDO)
  - Municipal Health Officer (MHO)
  - Chairperson of the Committee on Women, Children and Family, Sangguniang Bayan
  - Municipal Public Employment Services Officer (MPESO)
  - Municipal Prosecutor
  - Municipal Local Government Operations Officer (MLGOO)
  - Municipal Chief of Police
  - NGO Representatives of the following sectors:
    1. Women
    2. Children
    3. Overseas Filipino Workers (OFW)

The municipality shall be chaired by the Local Chief Executive or his designated representative and likewise designate the co-chair of the MCAT-VAWC as well as decide on organizational matters affecting the performance of its functions.

The Municipal Social Welfare and Development Office, as the case maybe, shall serve as Secretariat.

- b. Functions of the Municipal Committees on Anti-Trafficking and VAWC
- a. Institute policies and programs to protect women and children who are victims of trafficking and violence (formulate local ordinances and resolutions);
  - b. Create and establish systems on surveillance, investigation and rescue to ensure effective and efficient coordination;
  - c. Undertake information, education and advocacy campaign against trafficking in persons and VAWC;
  - d. Monitor and oversee the strict implementation of RA 9208, RA 9262 and other related laws for the protection of women and children, and the IACAT and IACVAWC national plans of action.



In addition to the abovementioned functions, the municipal committee shall implement the program and activities as stated in the national plan of action.

**Section 19. Establishment of VAWC In Every Barangay.**

1. Functions of the Barangay VAW Desk – The VAW Desk shall perform the following task:
  - a. Respond to gender-based violence cases brought to the barangay;
  - b. Record the number of gender-based violence handled by the barangay and submit a quarterly report on all cases of VAW to the DILG Municipal Field Office and the Municipal Social Welfare Development Office (MSWDO);
  - c. Keep VAW case records confidential and secured, and ensure that only authorized personnel can access it;
  - d. Assist victims of VAW in securing Barangay Protection Order (BPO) and access necessary services;
  - e. Develop the barangay's gender-responsive plan in addressing gender-based violence, including support services, capacity building and referral system;
  - f. Coordinate with and refer cases to government agencies, non-government organizations (NGOs), institutions and other service providers as necessary;
  - g. Address other forms of abuse committed against women, especially senior citizens, women with disabilities, and other marginalized groups;
  - h. Lead advocacies on the elimination of VAW in the community; and
  - i. Perform other related functions as may be assigned.

The Municipal Mayor shall ensure the establishment of a VAW Desk in every barangay within their jurisdiction, and provide technical and financial assistance for its operations pursuant to Section 12.D paragraph 2 of the MCW IRR.

2. Protocol in Handling VAW Cases at the Barangay Level. The Anti-Violence Against Women and Their Children (VAWC) Act (RA 9262) mandates the Punong Barangay or in his/her absence the barangay kagawad concerned or on duty to take immediate action upon being informed of a violent incident and is mandated to issue a Barangay Protection Order (BPO) on the date of filing after ex parte determination of the basis of application. Please note that all forms of amicable settlement under the Katarungang Pambarangay such as mediation, settlement, conciliation, arbitration shall not apply to cases of VAWC.

The following protocols shall be observed by the Barangay VAW Desk person when responding to VAW situations:

1. A VAWC (RA 9262) victim-survivor is accompanied by someone to the barangay or the victim herself goes to the barangay.
  - a. Make the woman (and children, if applicable) comfortable in a safe and private room giving her water and other immediate needs, if any;
  - b. Assess the situation and get initial information to determine the risks on hand and if immediate medical attention is needed. If so, facilitate referral to the nearest medical facility;
  - c. After the victim-survivor has stabilized, assist the punong barangay/kagawad in the conduct of an investigation in a gender-sensitive and non-judgemental manner in a language understood by her;
  - d. Inform her of her rights and the remedies available and the processes involved particularly in relation to the BPO. Assist her to file application, if she decides to have a BPO;
  - e. Record the incident using the National VAW Documentation System barangay form (Annex 1);



- f. If victim-survivor desires to be in a safe shelter, seek the assistance of the other barangay officials, barangay tanod or the police in getting her belongings and refer to a shelter/women's center or to the MSWDO;
  - g. Assist the victim-survivor to file for a temporary protection order (TPO) or permanent protection order (PPO) with the nearest Family Court within 24 hours after issuance of the BPO, if the victim-survivor so desires or she applies directly for a TPO/PPO instead of a BPO;
  - h. Report the incident within four hours to the PNP and the MSWDO.
2. A victim-survivor of VAWC is reported by a community member.
- a. Verify the information and if needed, seek assistance from the PNP;
  - b. Assess the situation and facilitate the rescue of the victim-survivor when necessary to ensure her safety, and when applicable the safety of her children;
  - c. Inform the victim-survivor about her rights and remedies available particularly the BPO and its processes. Assist her to apply for a BPO, if she desires;
  - d. Refer victim-survivor for medical care and temporary shelter and other needs when needed based on the assessment done;
  - e. Record the incident using the National VAW Documentation System barangay form (Annex 1);
  - f. If not done earlier, report the incident within four hours to the PNP and the MSWDO.
3. For rape, trafficking in persons, and other cases which do not fall under the jurisdiction of the barangay, assist the victim-survivor to file a complaint at the PNP Women and Children Protection Center or the National Bureau of Investigation (NBI).

**Section 20. Gender Sensitivity Training for Persons Handling VAWC Cases.** – Gender sensitivity training for persons of the medical and legal profession, especially those involved in the investigation process, such as nurses, police and detention officers shall be conducted to provide them with the proper attitude, knowledge and skills in handling the VAWC cases,

**Section 21. Secure a Conducive Environment for Investigation** – Interview rooms with audio-visual equipment and other provisions that would provide women and children survivors of violence a sense of security and comfort during the conduct of investigation shall be established and maintained. All interviewers shall be all present in like one room the Sta. Teresita Police Office. The Municipal Social Welfare and Development Officers and other concerned departments of the municipal Government and National agencies.

**Section 22. Survivor's Support Group in Court Hearings** – The Municipal Government shall encourage and coordinate the presence of support groups in all investigations or hearings involving rapes and other forms of violence against women and children conducted in police stations, prosecutors offices, and other government agencies.

**Section 23. Education on the Anti- Sexual Harassment Act** – In coordination with concerned national agencies, all government and private offices agencies, companies, establishments, public and private schools and universities shall conduct an orientation on Republic Act No. 7877 or the Anti-Sexual harassment Act of 1995 and related laws.

**Section 24. Rehabilitation Program for Perpetrators of Violence** – Counseling and rehabilitation programs for perpetrators of violence against women and children shall form part of the total GAD programs.



**Section 25. Research on Causes of Violence** – The collections and compilations of statistics/ data concerning domestic violence perpetrated against women and children shall be undertaken to serve reference for administration, legislation and funding.

**Section 26. Prostitution as a Violation of Women's Rights** – Prostitution of women and a violation of their rights as human beings. The Municipal Government shall therefore take measures aimed at the eradication of prostitution such as the promotion of alternative sources of livelihood for women victims.

**Section 27. Media Monitoring Board** – The local monitoring board, broadcast, electronic film and other forms of media shall be set up to monitor and recommend the necessary measures for the filing of appropriate cases against acts regarding to women.

#### **Article V. Justice, Peace and Order**

**Section 28. Continuous Review of Gender – Based Laws** – The Municipal Government shall encourage the continuous review of local laws and practices with the end in view of detecting gender bias and eliminating all forms of discrimination on the basis of sex.

**Section 29. Promotion of Legal Literacy** – Information on national and local laws, its impact on women, agencies responsible for the administration of justice and guidelines on how to use the justice system shall be disseminated and publicized understandable language and formats appropriate for persons with disabilities and law levels of literacy.

**Section 30. Separate Facility for Female and Minor Detainees** – The rights of women and minor detainees shall be protected. The Municipal Government shall coordinate with the concerned agencies for appropriate programs design to respond to their specific needs and problems. It shall also ensure that a separate programs design to respond to their specific needs and problems. It shall also ensure that a separate structure and space of detention and rehabilitation shall be provided for them.

**Section 31. Women and Children's Desk (WCD's).** There shall be in Sta. Teresita Police Office, as well as in all substations, Women and Children's Desk managed by women police Officers, adequately trained for the purpose so that cases involving women and children shall handled in accordance with the accepted standards due them.

**Section 32. Gender Equality Orientation for Police Personnel and Officers** – In all training for police personnel and officers, gender orientation shall always be a part to avoid the abuse of power leading to violence against women and children.

#### **Article VI. Labor and Employment**

**Section 33. Mechanism to Monitor Compliance with Labor Laws** – The Municipal Government in coordination with the Department of Labor and Employment and the Civil Service Commission, shall establish mechanisms to monitor all offices, agencies, establishments and companies operating within the municipality of Sta. Teresita to ensure strict compliance with the Labor Code and Other provisions of existing laws especially those pertaining to children, women and labor.

**Section 34. Facilities and Support System for Women Employees** – Employers shall ensure the health, safety and well-being of their women employees. In appropriate cases, employers shall:



- a. Establish separate toilet rooms, lavatories and lounge for women and men and provide at least a dressing room for women.
- b. Set up a homecare center in the workplace where working parents may have breastfeeding, child-bearing and early childhood care activities while on their respective jobs.
- c. Institute flexible working arrangements to accommodate the various responsibilities of women and men to their families.
- d. Ensure the working conditions shall be gender sensitive to ensure peace and productivity.

**Section 35. Grievance Machinery and Sexual Harassment.** The Municipal Government in coordination with the Civil Service Commission and the Department of Labor and Employment shall set up a grievance machinery to act on all complaints in the workplace.

**Section 36. Survey of Domestic Helpers.** The Municipal Government through the PESO manager shall come up with an annual survey of domestic helpers in all Barangays to monitor cases of maltreatment, sexual harassment and other for sexual abuse. Householders shall be required to provide information regarding their house helpers for identification and other purposes.

**Section 37. Support for Overseas Filipino Workers (OFWs).** The Municipal Government shall coordinate with the OWWA especially in strengthening the Reproductive Health Program among OFWs, especially in the pre-mature programs which address sexually transmitted diseases like AIDS and HIV.

#### **Article VII. Environment and Natural Resources**

**Section 38. Community - Based Environment Plans and Programs** – In all environmental management plans and programs such as pollution control, zero waste technology development, the management and preservation of the forest, marine and aquatic resources, women shall be given all the opportunities to participate. The Municipality shall promote the active role of women in environmental impact assessment (EIA) of projects. Instrument for (EIA) shall analyze sex disaggregated data.

#### **Article VIII. Education, Media, Arts and Culture**

**Section 39. Gender Sensitive Counseling and Career Programs.** Public and private schools, institutes, colleges and universities and concerned agencies shall promote gender sensitive counseling and career education programs to encourage male and female students to pursue non-traditional professions and widen their career opportunities.

**Section 40. Evening/Weekend Classes for Adults** – The Municipal Government shall endeavor to promote and strengthen adult education programs. For this purpose it shall coordinate the conduct of free evening or weekend classes for indigent persons interested to obtain secondary education especially women and to promote the implementation of the Dep-Ed, BPOSA and PEPT.

**Section 41. Support of Indigenous Forms of Media.** The media industry will be encouraged to support the use of indigenous forms and expressions in story – telling, drama, poetry and song to disseminate information to Gender Sensitive issues.



**Section 42. Preservation of Culture Identity** – Preservation and enrichment of the cultural identity of indigenous persons shall always be incorporated to all GAD programs and projects of the Local Government.

#### **Article IX. Trade, Industry and Tourism**

**Section 43. Self-employment Initiatives for Women.** The Municipal Government shall promote and support women's endeavors for self-employment in micro-enterprise, small-scale business, indigenous industries and other employment opportunities including facilitating to capital funds from any source.

**Section 44. Promotion for Eco-Tourism and Family – Oriental Activities** – The Municipal Government shall strengthen its tourism thrust towards promoting the equality of women and providing full opportunities for the development and participation of woman in eco-tourism and family oriental activities.

#### **Article X. Other Special Sectoral Concerns.**

**Section 45. Advocacy on the Rights of Differently abled Women and Men** – Programs and projects shall be developed to promote the interests of the differently – abled men and women, and at the same time, protect their rights to all opportunities for advancement.

**Section 46. Organization of Elderly Women and Men.** Each Barangay shall endeavor to include a representation of the elderly women and men in the Barangay Development Council in order that they may contribute their talents to society.

### CHAPTER II. PENAL PROVISIONS

#### **Article 1. Gender Rights to Proper Health Care**

**Section 47. Socialized Reproductive Health Services.** No Center/Clinic in Sta. Teresita, Cagayan, public or private, shall deny any person living the poverty line the right to avail himself/herself of appropriate reproductive health-care in times of emergency. In all cases, a social worker or any authorized hospital personnel or clinic personnel shall conduct an appraisal of the socio-economic status of the patient for admission purposes. Non-compliance by the hospital or clinic of this provision shall be penalized with a fine of P2,500.00

**Section 48. Gender Sensitivity Training for Health Care Providers.** Private Health Care facilities shall provide gender sensitivity training at least once a year to health workers and professionals employed by them. A certification by the organization or person who conducted the training shall be presented to the Municipal Health Services Office on the compliance of this provision. Non-compliance by any Health Administrator of this provision shall be a ground for non-renewal of the business permit of the hospital.

#### **Article II. Violence Against Women and Children**

**Section 49. Immediate Action on Reports of Violence Against Women and Children** – All concerned departments of the Municipal Government, including the Barangays and line agencies, shall act within 24 hours upon receipt of complaints or reports of violence against women and children. They shall provide the appropriate legal, medical and psychological referral/assistance to the complainants within the said period. Failure to act within the prescribed period constitutes neglect in the performance of duty and shall be penalized in accordance with the Civil Service Law and the Local Government Code of 1991.





All benefit dances and other fund raising activities within women or men used as door prizes, substitutes a companion package for an award prize or recognition in order to raise funds shall be strictly prohibited. Organizers and all other persons responsible for the conduct of the said fund raising activity shall pay a fine of P 2,500 or suffer imprisonment of six months or both at the discretion of the court.

**Section 50. Contest Which Degrade Women and Men** – It shall be unlawful to hold beauty contests and other similar contest which abuse, humiliate, treat or degrade women or men. In no case that a pregnant woman shall participate in any contest that would put her in the risk of having miscarriage this aim to protect the pregnant women and the baby in her womb in consonance with the main thrust of the municipal government as a child friendly municipality. Organizers of beauty contests violating the provision shall be subject to a penalty consisting of the following:

- a. For business organizations
  - a.1. Cancellation of business permit
  - a.2. Fine of P 2,500.00
- b. For representatives of agencies, department of the Municipal Government.
  - b.1. Suspension for one month without pay
  - b.2. Fine of P 2,500.00
- c. For educational institutions, charity or welfare organization
  - c.1. Fine of P 2,500.00

### **Article III. Justice, Peace and Order**

**Section 51.** The confidentiality of the real names aliases, personal circumstances or any other information tending to establish the identities of offenders and victims shall be preserved and shall not be disclosed to the public in any manner to protect their privacy and integrity unless authorized by law or for a lawful purpose. Any person who violates the provision be penalized with 15 days imprisonment or payment of P 2,500.00 or both at the discretion of the court . The offenders may also be prosecuted for revelation of secrets under Articles 229 and 230 as the case maybe of the Revised Penal Code.

### **Article IV. Labor and Employment**

**Section 52. Equal Access to Job Training and Promotion.** No. woman shall be deprived of job training, employment or promotion on account of her gender, age, ethnicity, religion and marital status. Employers who violate this provision shall be penalized with a fine of P 2,500.00 or the cancellation of their business permits or both at the discretion of the court.

**Section 53. Wages and Benefits for Women** – Every employer shall abide by the provisions of the Labor Code and the Regional Wage Board and the Civil Service Law on wages and benefits due to employees without discrimination against women. Violations by private and government employers of the provisions of the said laws shall be penalized by a fine under the Labor Code.

**Section 54. Raids in Entertainment Establishments.** Police brutality shall not be allowed any where at any time in any kind of activity such as during the conduct of raids in entertainment establishments and similar places. Raids shall be conducted in a manner which shall not degrade or humiliate others. Violation of this provision shall be subject to appropriate administrative, civil and penal sanctions.

### **Article V. Cultural Identity of Indigenous People**

**Section 55. Prohibition Against Degrading Programs and Publications** - It shall be unlawful to any person or entity to produce or present reports, programs or advertisements in



print, broadcast, electronic film, or other forms of media, including stage shows or presentations that degrade or treat the indigenous women, minors and children as inferior beings or which in any manner subject them to humiliation and ridicule. Publishers, reporters, station or program managers, producers, directors, advertisers, actors or other persons responsible for the production or presentation of such reports, programs, or advertisements shall be penalized with a fine of P 2,500.00 or imprisonment of one (1) month or both or revocation of the business permit or franchise to operate of the guilty party to appropriate cases.

### CHAPTER III. PROVISIONS FOR IMPLEMENTATION

#### **Article I. The Municipal Gender and Development Unit**

**Section 56. Gender and Development Focal Point System (GFPS)-** The LGU GAD Focal Point System shall be composed of GFPS Executive Committee (Execom), a Technical Working Group (TWG) and a Secretariat.

*A. GFPS Executive Committee*

Chairperson : Local Chief Executive  
Vice-Chairperson : SB Chairman, Committee on Women, Children and Family  
Members : SB Chairman, Committee on Appropriations  
Municipal Health Officer  
MSWDO  
Municipal Budget Officer  
Municipal Agriculturist  
Municipal Engineer  
MPDC  
Municipal Accountant  
Municipal Treasurer  
Municipal Assessor  
Municipal Civil Registrar  
HRMO  
MDRRMO

Representative/s from the following groups:

PNP Women's Desk Representative  
Indigenous People's (IPs) Representative  
Persons With Disabilities (PWD) Representative  
President, Sta. Teresita Women's Association  
Private Sector  
Academe  
President, Liga Ng mga Barangay

*B. Technical Working Group (TWG) & Secretariat*

TWG Chairperson : SB Chairman, Committee on Women, Children and Family

<b>MEMBERS</b>		:
<b>MAIN</b>		<b>ALTERNATE</b>
MPDC		Administrative Aide I
MSWDO		Social Welfare Aide
Municipal Health Officer		Nurse I
Municipal Budget Officer		Administrative Assistant I
Municipal Agriculturist		Agricultural Technician
Municipal Engineer		Administrative Aide VI



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Municipal Treasurer                      Disbursing Officer  
Municipal Accountant                      Administrative Aide III  
HRMO

Representative from the following groups:

Private Sector  
Academe  
Civil Society Organizations/ People's Organization  
Persons with Disabilities

Secretariat: MUNICIPAL PLANNING AND DEVELOPMENT OFFICE

**Section 57. General Functions of GAD Focal Point System.** The GFPS shall perform the following functions:

1. Lead in mainstreaming GAD perspectives in LGU policies, plans and programs and ensure the assessment of the gender-responsiveness of systems, structures, policies, programs, processes and procedures of the LGU based on the priority needs and concerns of constituencies and employees, and the formulation of recommendations including their implementation;
2. Assist in the formulation of the new policies such as the GAD Code in advancing women's empowerment and gender equality;
3. 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 and gender-responsive planning and budgeting;
4. Coordinate efforts of different division/offices/units of the LGU and advocate for the integration of GAD perspectives in all their systems and processes;
5. Spearhead the preparation of the annual and performance-based **LGU GAD Plan and Budget (GPB)** in response to the gender issues and or concerns of their locality and in the context of the LGU mandate; and consolidate the same following the form and procedures prescribed in the Joint Memorandum Circular (JMC). The GFPS shall likewise be responsible for submitting the consolidated GPB of the LGU;
6. Lead in monitoring the effective implementation of the annual GPB, GAD Code, other GAD-related policies and plans;
7. Lead the preparation of the annual **LGU GAD Accomplishment Report (GAD AR)** and other GAD reports that may be required under the MCW and the JMC;
8. Strengthen linkages with other LGUs, concerned agencies or organizations working on women's rights and gender and development to harmonize and synchronize GAD efforts at various levels of local governance;
9. Promote and actively pursue the participation of women and gender advocates, other civil society groups and private organizations in the various stages of development planning cycle, giving attention to the marginalized sectors, and;
10. Ensure that all personnel of the LGU including the planning and finance officers (e.g. accountants, budget officers, auditors) are capacitated on GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development program on GAD for its employees as part of and implemented under its regular human resource development program.

**Section 58. Creation of the GAD council of Sta. Teresita, Cagayan** – The GAD Council composed of fifteen (15) members, seven (7) from government agencies and seven (7) from non-government organizations NGO's with the Mayor or his representative as the Presiding Officer is hereby created to become the policy recommending consultative assembly of the Gender and Development Unit for its periodic planning and program implementation, monitoring, assessment and evaluation.



**Section 59. Compliance Report** – Within six (6) months from effectivity of this Code, and every six (6) months thereafter, all Municipal Government Departments concerned in the promotion and implementation of this code shall submit a report to Sangguniang Bayan on their compliance of this code.

### **Article II. Transitory Provisions**

**Section 60. Rules and Regulations.** – Through an Executive Order Committee composed of the Municipal Social and Development Office and the Municipal and Planning and Development Office, shall promulgate the rules and regulations necessary to carry out the provisions of the Code.

**Section 61. Funding.** – the amount for the initial implementation of this Code shall be appropriated from any available source in the General Fund of the Government. Thereafter the Municipal Government shall include any amount necessary in its regular annual budget.

### **Article III. Final Provisions**

**Section 62. Separability Clause.** – If any portion or provision of this Code is declared unconstitutional or invalid by virtue of national laws, the other sections or provisions hereof shall continue to be in full force and in effect.

**Section 63. Supplementary Clause.** – On matters not provided for in this Code, Existing applicable laws and their corresponding implementing rules and regulations, executive orders and relevant issuances thereafter shall also become part of the Code.

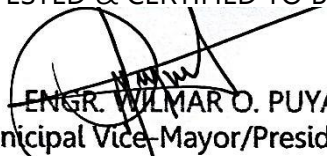
**Section 64. Effectivity Clause.** – This Code shall take effect upon compliance with the mandatory posting and broadcasting requirements prescribed by Republic Act No. 7160 otherwise known as the Local Government Code of 1991.

APPROVED, this 14<sup>th</sup> day of May 2019.

I CERTIFY to the correctness of the foregoing ordinance.

  
JOVY P. TACTAC  
Sanggunian Secretary

ATTESTED & CERTIFIED TO BE ADOPTED:

  
ENGR. WILMAR O. PUYAOAN  
Municipal Vice-Mayor/Presiding Officer

APPROVED, this day of May 17, 2019:

  
LOLITA C. GARCIA, CPA  
Municipal Mayor