

The PDIC GAD Focal Point System (GFPS)

COMPOSITION

GFPS CHAIRPERSON	:	PRESIDENT	
EXECUTIVE COMMITTEE			
Chairperson	:	SVP, Corporate Services Sector	
Vice Chairperson	:	VP, Corporate Planning Group	
Members	:	VP, Comptrollership Group	
		VP, Corporate Affairs Group	
		VP, Information Technology Group	
		VP, Human Resource Group	
TECHNICAL WORKING GROUP			
Chairperson	:	VP, Human Resource Group	
Members	:	<u>PRINCIPAL</u>	<u>ALTERNATE</u>
		Head, Corporate Governance Office	Any officer of the
		Head, Systems Development Department	department designated
		Head, Human Resource Administration Department	by the Unit Head
		Head, Training Institute	
		Head, General Services Department	
		Head, Legal Services Department II	
		Head, Policy and Systems Department	
		Head, Planning Department	
		Head, Budget and Disbursements Department	
		Head, Public Assistance Department	
		Head, Presettlement Examination Department	
		Head, Insurance Support Department	
		Head, Receivership and Bank Management Department I	
SECRETARIAT	:	Organization Development Department	

FUNCTIONS OF THE GFPS

The GFPS shall perform the following functions:

- ✦ Lead in mainstreaming gender perspective in the Corporation's policies, plans and program. In the process, they shall ensure the assessment of the gender-responsiveness of the systems, structures, policies, programs, processes, and procedures of the Corporation based on the priority needs and concerns of its stakeholder and employees and the formulation of recommendations including their implementation;
- ✦ 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 the performance-based gender responsive planning;
- ✦ Coordinate efforts of different sectors, groups, units/offices of Corporation and advocate for the integration of GAD perspectives in all their systems and processes;
- ✦ Spearhead the preparation of the Corporate annual performance-based GAD plans, Programs and Budget in response to gender issues of clients and in the context of PDIC mandate, and consolidate the same following the format and procedure prescribed by the PCW, DBM, and NEDA. The GFPS shall likewise be responsible for submitting the consolidated GAD Plans and Budgets of the Corporation, and as needed, in responding to PCW's comments or requests for additional information;
- ✦ Lead in monitoring the effective implementation of GAD-related policies and the annual GAD Plans, Programs and Budget;
- ✦ Lead the preparation and consolidation of the annual agency GAD Accomplishment Report and other GAD Reports that maybe required under the MCW;
- ✦ 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;
- ✦ Ensure that all personnel of the agency including the finance officers (e.g. accountant, budget officer, auditors) are capacitated on GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development program on gender and development for its employees as part of and implemented under its regular human resource development program.

DUTIES & RESPONSIBILITIES

The **President** shall:

- ✚ Approve all directives and initiatives on GAD mainstreaming in the policies, plans, programs, projects and activities, budget, systems and procedures of the Corporation, including the reconstitution of the GFPS; and
- ✚ Approve the GAD Plan, Program and Budget of the Corporation as duly endorsed by the Executive Committee.

The **Executive Committee** shall:

- ✚ Provide direction in the identification of GAD strategies, programs, projects and activities and recommend policies to support and strengthen the GFPS and the Corporation's GAD mainstreaming activities;
- ✚ Lead in mainstreaming gender perspective in policies, plans, programs;
- ✚ Recommend approval of the Corporation's annual GAD Plan, Budget and Accomplishment Report;
- ✚ Ensure the implementation of the agency GAD programs, activities and projects and the utilization of the GAD Budget;
- ✚ Strengthen the external link with other agencies/organizations working on GAD; and
- ✚ Ensure that all personnel of the agency are capacitated in GAD; plan appropriate capacity development for employees as part of its regular Human Resource program.

The **Technical Working Group** shall:

- ✚ Identify gender gaps and issues within the Corporation and its clients using applicable gender audit tools;
- ✚ Gather statistics on the sex-disaggregated data of the employees of the agency and its clients which shall serve as data in the development of organization and client focused GAD programs;
- ✚ Spearhead the preparation of the GAD Plans, Programs, Activities and Budget;
- ✚ Implement and monitor GAD Plans, Programs, Activities and Budget;
- ✚ Conduct surveys and other related studies that will support and promote GAD Programs and Projects of the Corporation;
- ✚ Ensure compliance with the DBM, PCW and COA on the guidelines on the preparation and submission of the agency GAD Plan and Budget and Accomplishment Report; and
- ✚ Prepare and consolidate agency GAD Accomplishment Reports.

The **Secretariat** shall:

- ✚ Coordinate with various units of the agency on GAD-related reportorial requirements;
- ✚ Facilitate submission of reports to oversight agencies; and
- ✚ Assist in coordinating the meetings of the GFPS and monitoring the delivery of commitments of GFPS members.