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**GUIDELINES ON THE INSTITUTIONALIZATION OF GENDER AND
DEVELOPMENT (GAD) MAINSTREAMING IN PHILIPPINE DEPOSIT
INSURANCE CORPORATION (PDIC)**

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I. INTRODUCTION

Integral to the Gender and Development (GAD) approach is gender mainstreaming, identified as a strategy to integrate gender perspectives in institutional policy, programs and activities. It is operationalized through building GAD capacities and sharing accountability in all areas, and all levels, of program and project implementation.

Gender mainstreaming recognizes that development activities may ignore gender biases that lead to unequal impacts among men and women beneficiaries. It also moved from inclusion of women per se in the development agenda to changing or transforming the agenda in order to respond adequately to the realities and needs of both women and men.

Essentially, the process of gender mainstreaming entails the transformation of institutional structures, culture and practices where gender concerns become central instead of remaining as peripheral issues and concerns. (A Handbook on the Application of the Enhanced Gender Mainstreaming Evaluation Framework by the Philippine Commission on Women).

Overall, the aim of gender mainstreaming is to achieve gender equality.

II. POLICY IMPERATIVES

1. The 1987 Constitution of the Republic of the Philippines – Article II (Declaration of Principles and State Policies) – which states that “The State recognizes the role of women in nation-building, and shall ensure the fundamental equality before the law of women and men”;
2. Executive Order No. 273 – Approving and Adopting the Philippine Plan for Gender-Responsive Development (PPGD) 1995-2025, wherein all government agencies, departments, bureaus, offices and instrumentalities, including government-owned and controlled corporations, at the national, sub-national and local levels, are directed to institutionalize GAD efforts in government by incorporating GAD concerns in the planning, programming and budgeting processes;
3. Republic Act No. 7192 of 12 February 1992 – An Act Promoting the Integration of Women as Full and Equal Partners of Men in Development and Nation Building and For Other Purposes – which states that all government departments shall ensure that women benefit equally and participate directly in the development programs and projects to ensure the full participation and involvement of women in the development process and all government departments and agencies shall review and revise all their regulations, circulars, issuances and procedures to remove gender bias therein;

4. Republic Act No. 9710 of 14 August 2009 – An Act Providing for the Magna Carta of Women (MCW) –the State shall promote empowerment of women and pursue equal opportunities for women and men and ensure equal access to resources and development results and outcome. It realizes that equality of men and women entails the abolition of the unequal structures and practices that perpetuate discrimination and inequality.

Section 36 of MCW provides that all departments, including their attached agencies, offices, bureaus, state universities and colleges, government-owned and controlled corporations, local government units, and other government instrumentalities shall adopt gender mainstreaming as a strategy to promote women's human rights and eliminate gender discrimination in their system, structures, policies, programs, processes and procedures which shall include, but not limited to, the following:

- a. Planning, budgeting, monitoring and evaluation for GAD
 - b. Creation and/or Strengthening of the GAD Focal Points (GFP)
 - c. Generation and Maintenance of GAD Database
5. National Economic Development Authority (NEDA) /Department of Budget and Management (DBM) /National Commission on the Role of Filipino Women (NCRFW) Joint Circular No. 2004-1 – states that "Pursuant to the Annual General Appropriation Act (GAA), agencies are tasked to formulate a GAD Plan and to implement the same by utilizing at least five percent (5%) of their total budget appropriations.

III. DEFINITION OF TERMS

1. Development – is a process that creates growth, progress, positive change or the addition of physical, economic, environmental, social and demographic components.¹
2. GAD Budget – is the portion of an agency's yearly appropriations that is allocated for the implementation of its Annual GAD Plan.²
3. GAD Focal Point System (GFPS) – is an interacting and interdependent group of people in all government instrumentalities tasked to catalyze and accelerate gender mainstreaming. It is a mechanism established to ensure and advocate for, guide, coordinate, and monitor the development, implementation, review and updating of their GAD plans and GAD-related programs, activities and projects (PAPs).³

¹<https://www.sid-israel.org/en/Development-Issues/What-is-Development>

²Philippine Commission on Women – Implementation of the GAD Budget Policies

³PCW MC No. 2011-01 – Guidelines for the Creation, Strengthening and Institutionalization of the GFPS

4. GAD Plan – is a systematically designed set of programs, projects and activities carried out by agencies over a given period of time to address gender issues and concerns in their respective sectors.⁴
5. Gender – refers to the roles, behaviours, activities, attributes and opportunities that any society considers appropriate for girls and boys, and women and men. It refers to power relations between women and men determined by access to and control over resources. Gender interacts with, but is different from the binary categories of biological sex.⁵
6. Gender Analysis –is a tool that brings to the surface gender disparities of a core problem. It reveals the connection between gender relations and the development challenge to be solved, it indicates exactly what that impact is likely to be, and promotes alternative courses of action. It is a systematic analytical process based on sex-disaggregated and gender information and is used to identify, understand and describe gender differences and the relevance of gender roles and power dynamics in a particular context.⁶
7. Gender and Development (GAD) – refers to the development perspective and process that are participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potentials.⁷
8. Gender Audit – refers to a form of "social audit" or "quality audit" which determines whether the organization's internal practices and related support systems for gender mainstreaming are effective and reinforce each other, and whether they are being followed. This tool or process assists organizations in establishing a baseline; identifying critical gaps and challenges; and recommending ways of addressing them, suggesting possible improvements and innovations.⁸
9. Gender Equality – refers to the principle asserting the equality of men and women and their right to enjoy equal conditions realizing their full human potentials to contribute to and benefit from the results of development, and with the State, recognizing that all human beings are free and equal in dignity and rights.⁹
10. Gender Equity – refers to the policies, instruments, programs, services, and actions that address the disadvantaged position of women in society by providing preferential treatment and affirmative action. Such temporary

⁴Philippine Commission on Women – Implementation of the GAD Budget Policies

⁵<https://www.who.int/health-topics/gender>

⁶United Nations Development Programme: How to Conduct a Gender Analysis- A Guidance Note for UNDP Staff

⁷RA 9710 or the Magna Carta of Women

⁸Ibid

⁹Ibid.,4

special measures aimed at accelerating de facto equality between men and women shall not be considered discriminatory but shall in no way entail as a consequence the maintenance of unequal or separate standards. These measures shall be discontinued when the objectives of equality of opportunity and treatment have been achieved.¹⁰

11. Gender Mainstreaming –refers to the strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation policies and programs in all political, economic, and societal spheres so that women and men benefit equally and inequality is not perpetuated.¹¹
12. Gender Statistics –statistics that incorporate a combination of the following: sex-disaggregated data; data that reflect gender issues and inequalities; data that highlight the realities and diversity of the lives of women and men; data collected using methods and concepts that account for the gender biases present in traditional classification and collection methods.¹²
13. Sex-Disaggregated Data – means any data that is collected and tabulated separately for women and men. They allow for the measurement of differences between women and men on various social and economic dimensions and are one of the requirements in obtaining gender statistics.¹³
14. Women's Empowerment – refers to the provision, availability and accessibility of opportunities, services and observance of human rights which enable women to actively participate and contribute to the political, economic, social and cultural development of the nation as well as those which shall provide them equal access to ownership, management, and control of production, and of material and informational resources and benefits in the family, community and society.¹⁴

IV. OBJECTIVES

These guidelines aim to strengthen the institutional mechanisms of accountability and shared responsibilities and steer the commitment of PDIC employees to gender mainstreaming.

Its specific objectives are as follows:

1. To adopt gender mainstreaming as a strategy in promoting and institutionalizing gender equality and women empowerment in PDIC;

¹⁰ *ibid.*, 4.

¹¹ *ibid.*, 4.

¹² <http://unstats.un.org/unsd/genderstatmanual/What-are-gender-stats.ashx>

¹³ <https://eige.europa.eu/gender-mainstreaming/methods-tools/sex-disaggregated-data>

¹⁴ *ibid.*, 4.

2. To ensure gender responsiveness of PDIC policies; programs, activities, and projects (PAPs); and
3. To ensure broad-based participation and strong support to GAD by both internal and external clients of PDIC.

V. GENERAL PRINCIPLES

1. The Philippine Deposit Insurance Corporation (PDIC) shall institutionalize gender mainstreaming as the main strategy to achieve the GAD Goals articulated in the GAD Strategic Framework consistent with its mandates.
2. The PDIC GAD Focal Point System (GFPS) shall be strengthened to catalyze and accelerate gender mainstreaming within the agency and ensure and sustain the gender-responsiveness of the agency's policies, strategies, programs, activities and projects.¹⁵
3. The PDIC shall undertake gender awareness raising and gender-based capacity development for its officials and employees.
4. Gender-fair language shall be used at all times in both official , non-official, written and verbal communications.
5. The PDIC shall adopt a system to monitor the progress and evaluate the impact of the implementation of its GAD plans.
6. GAD database containing gender statistics and sex-disaggregated data shall be established, regularly updated and subjected to gender analysis for planning, programming and policy formulation.¹⁶
7. Broad-based participation of employees shall be ensured to provide strong support to GAD initiatives of the Corporation.
8. A participatory gender audit shall be conducted periodically to determine the effectiveness of PDIC's internal practices and support systems for gender mainstreaming.

VI. SPECIFIC GUIDELINES

1. On GAD Focal Point System (GFPS)

The GFPS shall be composed of the Agency Head (President and CEO), an Executive Committee (ExeCom) and a Technical Working Group (TWG).

¹⁵*ibid.*,4.

¹⁶*ibid.*,4.

The existing Executive Committee or its equivalent highest policy making body may concurrently serve in the GFPS Executive Committee.

The Technical Working Group shall be composed of representatives from various offices from both operations and support units within the agency, such as but not limited to planning, finance, human resource, senior technical officer from each office and where feasible, the statistics and management information office. The TWG may designate a secretariat.

The PDIC GFPS shall have the following duties and responsibilities¹⁷:

a. The President and CEO 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.

b. 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;
- Ensure that all personnel of the Corporation are capacitated in GAD; plan appropriate capacity development for employees as part of its regular Human Resource program.

c. 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 Corporation 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;

¹⁷PDIC Office Order No. 2016-183 on the Reconstitution of PDIC GFPS

- 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 Department of Budget and Management (DBM), Philippine Commission on Women (PCW) and Commission on Audit (COA) on the guidelines on the preparation and submission of the agency GAD Plan and Budget (GPB) and GAD Accomplishment Report (GAR);
 - Prepare and consolidate agency GAD Accomplishment Reports.
- d. The Secretariat shall assist in coordinating the meetings of the GFPS and monitoring the delivery of commitments of the GFPS Members.

2. On GAD Strategic Framework

The GAD Strategic Framework shall outline PDIC's GAD Vision, Mission and Goals anchored on its mandates and shall ensure that all programs and projects are aligned with the achievement of the end goal of Gender Equality.

The GAD Vision shall be formulated to reflect PDIC's projected direction to achieve gender equality and women's empowerment based on our mandates, priorities and thrusts.¹⁸

The GAD Mission should articulate PDIC's purpose based on its mandates in relation to achieving gender equality and women's empowerment.¹⁹

The GAD Goals should articulate PDIC's desired end results, which provide direction for its gender mainstreaming efforts.

3. On the Conduct of Gender Analysis

- a. To aid gender mainstreaming, PDIC, led by the GFPS, shall conduct gender analysis based on the following to ensure that the different concerns of women and men are surfaced and addressed equally and equitably in PDIC's policies and PAPs:
- Results of the application of gender analysis tools such as the Harmonized GAD Guidelines (HGDG), Gender Mainstreaming Evaluation Framework (GMEF), Gender Equality and Women's Empowerment (GEWE) Framework and other gender analysis tools;
 - Analysis of sex-disaggregated data;
 - Review of GAD-related mandates and policies;

¹⁸PCW MC No. 2018-04 on the Revised Guidelines for the Preparation of the GAD Agenda

¹⁹*ibid.*

- Issues and recommendations gathered from internal and external clients

b. Activities to address the differential concerns through capacity development on GAD or GAD-focused activities shall be included in the GPB.

4. On Preparation of Annual GAD Plan and Budget (GPB), and Accomplishment Report (GAR)

a. GAD planning and budgeting shall be conducted based on the annual schedule set by the PCW. At least five percent (5%) of the total agency budget shall correspond to activities supporting GAD Plans and Programs.²⁰

b. GAD programs, activities and projects (PAPs) to be included in the GPB should be within the context of PDIC's mandates. GAD PAPs that directly respond to mandates provided in international and national laws, commitments and plans on women and gender equality should also be included in the GPB.

c. The GAD budget, which is the cost of implementing the GAD plan, shall form part of, and is not in addition to PDIC's approved budget.²¹

d. As part of its functions in taking the lead to mainstream GAD in the Corporation's PAPs, the PDIC GFPS shall coordinate with concerned units in the preparation of the GPB and the GAR, monitor its implementation and report on its results.²²

e. The Harmonized GAD Guidelines (HGDG) shall form part of the mandatory gender analysis process to facilitate gender mainstreaming in the organization and in its PAPs, ensuring that programs and projects undertaken by government in the various stages of the development planning system are gender responsive. The Checklists of the HGDG for Project Identification and Design (Box 7) and Project Implementation and Management, and Monitoring and Evaluation (PIMME) (Boxes 16 and 17) will be applied to all programs and projects from the design stage to implementation, management, monitoring and evaluation. Results of the gender analysis using the HGDG shall form part of the basis for determining PDIC's GAD budget allocation and utilization and must be accompanied by the required means of verification (MOV). (Please refer to Section 8.6 of the SOGI on Corporate Operating Budget for the detailed work instructions on GAD attribution.)

²⁰ *ibid.*, 4.

²¹ PCW-NEDA-DBM JC No. 2012-01 on the Guidelines on the Preparation of GPB and GAR

²² *ibid.*

5. On Capability Building

- a. Capability building activities for the GFPS and PDIC employees shall form part of the GAD plan.
- b. The PDIC shall ensure that its officials and employees will undergo Gender Sensitivity Training (GST) and other GAD technical courses as may be deemed necessary.
- c. A Training of Trainers (TOT) shall be conducted to initiate building a pool of sectoral GAD Experts.
- d. A ladderized approach in PDIC's capability building shall be adopted to harness skills, knowledge and competencies and thereafter, produce sectoral specialists and GAD champions within the corporation.
- e. Gender perspective shall be integrated in all training designs of PDIC.

6. On Office and Individual Commitments

- a. GAD commitments of units shall be indicated in their Office Performance Commitment and Review Forms (OPCRFs)²³.
- b. GAD-related functions of concerned individuals shall be reflected in their Individual Performance Commitment Forms.²⁴

VII. EFFECTIVITY

These guidelines shall take effect immediately.

²³ *Gender Mainstreaming Evaluation Framework*

²⁴ *Ibid*