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Department of Science and Technology
PHILIPPINE TEXTILE RESEARCH INSTITUTE

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10 February 2020

PTRI Administrative Order No.
Series of 2020

021-20

SUBJECT: Reconstitution and Strengthening the Institutionalized PTRI Gender and Development (GAD) Focal Point System (GFPS)

In the interest of the service and to fully comply to the Philippine Commission on Women (PCW) Memorandum Circular No. 2011-01 and No. 2016-04 dated 21 October 2011 and 12 August 2016, respectively, and herein attached for reference regarding the institutionalized structure and compositions and the updating of the Profile and Database of PTRI Gender and Development (GAD) Focal Point System (GFPS), respectively shall be reconstituted as follows:

GAD Focal Point System Executive Committee	:	CELIA B. ELUMBA Director
		CORAZON I. TAPULGO Chief, Finance and Administrative Division (FAD)
		MAY S. RICO Chief, Technical Services Division (TSD)
		JULIUS L. LEAÑO JR Chief, Research and Development Division (RDD)
GAD Focal Point System Technical Working Group		
Chairperson	:	JENNELI E. CAYA Science Research Specialist II Research and Development Division (RDD)
Members	:	ANGELITO T. ULDO Senior Science Research Specialist Technology Transfer & Information and Promotion Staff (TIPS)
		M ARNIE B. DONES Planning Officer III Planning and Information, Communication & Technology Staff (PICTS)
		MERLITA R. ODI Administrative Officer V, BTS
		RICHARD G. APUYAN Administrative Officer IV OIC, HRRMS
		MA. EUGENIA A. ABLAN Science Research Specialist II, TSD
		BOBBY E. AGANG PTRIEA President

Secretariat

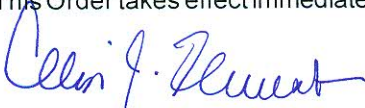
CYRIL ANN S. CANONCE
Administrative Aide VI

To reiterate the GAD Focal Point System Functions as per MC 2011-01 these are the following.

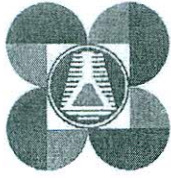
1. To lead in Mainstreaming gender perspective in the agency policies, plans and programs to ensure the assessment of the gender responsiveness of the systems, structures, policies, programs, process, and procedures of the agency based on the priority needs and concerns of the clients and employees and the formulations of the recommendations including their implementation;
2. Assist in the formulations of new policies such as GAD Code in advancing women's status;
3. Lead setting up appropriate system and mechanism to ensure the generation, processing, review and updating of sex disaggregated data or GAD database to serve as basis in performance-based gender responsive planning;
4. Coordinate efforts of different divisions, section, units of the agency and advocate for the integration of GAD perspective in all their systems and processes;
5. Lead in the preparation and consolidation of the annual agency GAD Accomplishment Report and other GAD Reports that may be required under the MCW;
6. Spearhead the preparation of the agency annual performance-based GAD plans, Programs and Budget in response to gender issue of clients and employees and in the context of the agency mandate, vision and mission, in accordance with prescribed procedures; and take responsibility for the required submissions;
7. Lead in monitoring the effective implementation of GAD-related policies and the annual GAD Plans, Programs, and Budget.
8. Strengthen the external link with other agencies or organizations working on women's rights and gender development to harmonize and synchronize GAD efforts at various levels of governance;
9. Promote and actively pursue the participation of women and gender advocates; and
10. Ensure that all personnel of the agency including finance officers are capacitated on GAD wherein the GFPS will recommend and plan an appropriate capacity development program on gender and developments for its employees as part of and implemented under its regular human resource development program; and

As such, PTRI Administrative Order No. 149-16 dated 07 November 2016 and PTRI Administrative Order No. 151-19 dated 01 August 2019 is hereby revoked.

This Order takes effect immediately.



CELIA B. ELUMBA
Director IV



01 August 2019

PTRI Administrative Order No. 151-19
Series of 2019

**SUBJECT : Amendment of PTRI Administrative Order Nos. 149-16
Re - Reconstitution and Strengthening the Institutionalized
PTRI Gender and Development (GAD) Focal Point System (GFPS)**

PTRI Administrative Order No. 149-16 dated 07 November 2016 re - Reconstitution and Strengthening the Institutionalized PTRI Gender and Development (GAD) Focal Point System (GFPS) is amended to include the following as members of the PTRI GAD Focal Point System Technical Working Group:

Ms. Jenneli Caya, Science Research Specialist II, RDD
(In lieu of Ms. Zailla F. Payag)


Ms. Ma Eugenia A. Ablan, Science Research Specialist II, TSD
(In lieu of Ms. Thelma M. Sipin)

Ms. Cyril Ann S. Canonce, Secretariat
(In lieu of Ms. Virginia O. Giron)

PCW MC 2018-05 dated September 27, 2018 all agencies are advised to prepare their GAD agenda with the purpose for the agencies to shift from output-based to results-based approached GAD planning and budgeting.

All other provisions of AO No. 149-16 remains the same.

This Order takes effect immediately.


CELIA B. ELUMBA
Director IV

