



**MEMORANDUM CIRCULAR NO. 2018-01**

**TO:** All Heads of Executive Departments, Agencies, Bureaus, Offices, State Universities and Colleges (SUCs), Government Owned and/or Controlled Corporations (GOCCs), Legislative and Judiciary Branches, Constitutional Bodies, Other Government Instrumentalities and All Others Concerned

**SUBJECT:** **Reiterating the Call and Updating the Schedule for the Online Submission of FY 2019 Gender and Development (GAD) Plans and Budgets and FY 2017 GAD Accomplishment Reports**

**DATE:** 15 January 2018

- 1.0 This Memorandum Circular is issued to reiterate and update the schedule for the online submission of FY 2019 Gender and Development (GAD) Plans and Budgets (GPB) and FY 2017 GAD Accomplishment Reports (GAD ARs) to PCW, as provided under PCW Memorandum Circular 2017-03.
- 2.0 The **deadline of submission of all FY 2019 GPBs and FY 2017 GAD ARs to PCW** shall be on **31 January 2018**. Only GPBs submitted within the deadline shall be reviewed for endorsement by PCW.
- 3.0 Regional offices are strongly advised to submit their GPBs and GAD ARs earlier to their central office, to allow sufficient time for the latter to review the documents, and submit to PCW on or before January 31, 2018.
- 4.0 State universities and colleges (SUCs) should also submit their GPBs and GAD ARs to the concerned Commission on Higher Education (CHED) regional office ahead of time so that CHED regional office could review and submit them to PCW on or before the deadline.
- 5.0 All submissions shall be coursed through the PCW **Gender Mainstreaming Monitoring System (GMMS)**. GPBs and GAD ARs encoded to and generated by the GMMS shall replace the DBM Budget Preparation (BP) Forms 400 and 400A of DBM, as provided under National Budget Memorandum No. 129, s. 2018.
- 6.0 For more details, please refer to PCW Memorandum Circular 2017-03 and PCW-NEDA-DBM Joint Circular 2012-01.
- 7.0 For guidance and appropriate action.

**RHODORA T. MASILANG-BUCOY**  
Chairperson