



MEMORANDUM CIRCULAR NO. 2020-01

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

SUBJECT: Submission of the FY 2019 GAD Accomplishment Report

DATE: 30 January 2020

- 1.0 All line departments, constitutional bodies, judicial and legislative bodies, attached agencies/bureaus, other executive offices (OEOs) and government-owned and/or –controlled corporations (GOCCs) shall submit their FY 2019 GAD Accomplishment Reports (ARs) to PCW on or before **28 February 2020** through the PCW Gender Mainstreaming Monitoring System (GMMS).
- 2.0 In the case of state universities and colleges (SUCs), in line with CHED Memorandum Order No. 1, s. 2015, their GAD ARs that have been submitted through the GMMS shall first be reviewed by the concerned regional office of the Commission on Higher Education (CHED). After which, the CHED regional office shall transmit the GAD AR to the CHED Central Office. Once the GAD AR is acceptable to the CHED Central Office, it shall submit the GAD AR to PCW.
- 3.0 Agencies that have a consolidated FY 2019 GPB shall submit a consolidated GAD AR; while those agencies that have prepared their FY 2019 GPBs by region shall submit their GAD ARs in the same manner. GAD accomplishments of lower constituent units (i.e., district and field offices) shall be integrated either in the agency consolidated GAD AR or in the regional GAD AR.
- 4.0 The GAD expenditure of a regional office or a constituent unit may not necessarily be at least 5% of its approved total annual budget for as long as the agency as a whole meets the minimum 5% GAD expenditure based on the agency's total budget appropriations.
- 5.0 In the preparation of the FY 2019 GAD AR, the Harmonized Gender and Development Guidelines (HGDG) Project Implementation and Management, and Monitoring and Evaluation (PIMME) checklist (HGDG Boxes 16 & 17) or the Facility Implementation, Management, and Monitoring and Evaluation checklist (HGDG Box F2) shall be used in assessing the gender-responsiveness of the major agency program/project based on its implementation/accomplishment report for attribution to GAD.

- 5.1. The score shall be the basis in determining the actual cost/expenditure that can be attributed to GAD and reflected in the GAD AR. The percentage score of the program/project in the HGDG PIMME/FIMME assessment shall correspond to the percentage of the expenditure of the agency's major program/project that may be attributed to the GAD: Provided, that programs/projects with HGDG PIMME/FIMME scores below 4.0 shall not be eligible for attribution. The formula shall be as follows:

$$\frac{\text{HGDG PIMME/FIMME Score}}{\text{Total HGDG Points}} \times 100\% = \% \text{ of annual program expenditure attributable to GAD}$$

(% of annual program expenditure attributable to GAD) x (annual program expenditure) = amount attributable to GAD in the AR

$$\text{e.g. } \frac{16.5}{20} \times 100\% = 82.5 \%$$

$$82.5 \% \times \text{Php } 50 \text{ million} = \text{Php } 41,250,000.00$$

- 5.2. PDF copies of the results of HGDG PIMME/FIMME checklist and the supporting documents/means of verification (e.g., project reports, and monitoring and evaluation framework) should be attached to the agency's GAD AR submission.
- 6.0 Agencies are requested to attach narrative reports, which could include good practices and testimonies of their GAD accomplishments, to their GAD ARs using the attachment facility (Column 11) of the GMMS.
- 7.0 FY 2019 GAD ARs submitted to PCW shall be authenticated by the GMMS with a barcode. Concerned agencies shall print the GMMS-authenticated GAD AR for signature of their agency head and submit signed copies to PCW and their respective COA Audit Team.
- 8.0 For guidance and appropriate action.


RHODORA T. MASILANG-BUCOY
Chairperson *ast*