



MEMORANDUM

FOR : All DTI Bureau Directors/Heads and Regional Directors including Attached Agency Heads

FROM : Dir. LYDIA R. GUEVARRA
Office of Special Concerns / Development Assistance Office

COPY : Functional Group Undersecretaries

SUBJECT : Submission of the 2015 Gender and Development (GAD) Plan and Budget and 2013 GAD Accomplishment Report in Compliance to JC 2012-01

DATE : 17 January 2014

We are requesting to your respective offices the submission of your 2015 GAD Plan and Budget and 2013 Accomplishment Report for review and finalization.

May we reiterate that Joint Circular 2012-01 allows the attribution to the GAD budget a portion of the budget of agency major (or flagship) programs / projects to increase the gender responsiveness of your programs and also enable you to reach the 5% minimum GAD budget requirement, subject to your assessment using the Harmonized GAD Guidelines. Also, please keep in mind that the gender issue being addressed by the expense or activity must be clear in determining what can be or cannot be charged to the GAD budget.

Thus, we are reminding your office to submit to OSC your 2015 Annual GAD Plan and Budget and 2013 Accomplishment Report on or before February 20, 2014 to allow us to review, comment/input and integrate all submissions for endorsement by the Philippine Commission on Women (PCW) to the Department of Budget and Management (DBM).

For inquiries, please dial 976-5713 or 976-5700 loc 5316 c/o John Lucero or May P. Cruz.

For your appropriate action.

Thank you.

Enabling Business, Empowering Consumers

ANNUAL GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET
FY 2015

Agency/Bureau/Office: _____ Department (Central Agency): _____

Total GAA of Agency: _____

ANNEX A								
Gender Issue and/or GAD Mandate (1)	Cuase of Gender Issue (2)	GAD Result Statement/ GAD Objective/ (3)	Relevant Agency MFO/ PPA (4)	GAD Activity (5)	Output Performance Indicators and Target (6)	GAD Budget (7)	Source of Budget (8)	Responsible Unit/Office (9)
<i>Client-focused</i>								
<i>Organization-focused</i>								
TOTAL								

Prepared by: <i>Chairperson, GAD Focal Point System</i>	Approved by: <i>Head of Agency</i>	Date
		<i>Day/Mo/Year</i>

**ANNUAL GENDER AND DEVELOPMENT (GAD) ACCOMPLISHMENT
FY 2013**

Agency/Bureau/Office: _____

Department (Central Agency): _____

Total GAA of Agency: _____

Gender Issue and/or GAD Mandate (1)	Cause of Gender Issue (2)	GAD Result Statement/ GAD Objective/ (3)	Relevant Agency MFO/ PPA (4)	GAD Activity (5)	Output Performance Indicators and Target (6)	Actual Result (outputs and outcomes) (7)	DBM approved GAD Budget (8)	Actual Cost/Expenditure (9)	Variance/ Remarks (10)
<i>Client-focused</i>									
<i>Organization-focused</i>									
TOTAL									
Prepared by:			Approved by:			Date			
Chairperson, GAD Focal Point System			Head of Agency			Day/Mo/Year			