



MARIANO MARCOS STATE UNIVERSITY

Office of the President

SPECIAL ORDER No. 22-1603

TO : **CONCERNED PERSONNEL**

THRU : **Deans**
Directors
Heads of Unit

FROM : **DR. SHIRLEY C. GRUPIS**
President.

DATE : 03 February 2022

SUBJECT : **Recomposition of the University GAD Focal Point System (GFPS)**

Pursuant to CHED Memorandum Order No. 01 s. of 2015 (Establishing the Policies and Guidelines on Gender and Development (GAD) in the Commission on Higher Education Institutions (HEIs), specifically Part IV: GAD Focal Point System of HEIs as mechanism in ensuring that GAD is mainstreamed in all colleges, directorates, and units, the GFPS of the University is hereby reconstituted.

Guided by CMO No. 01 s. of 2015, the MMSU GFPS is composed of:

1. SUC President of the Governing Board as Chairperson thereof;
2. Designated members of the Academic and Administrative councils which shall exercise the duties of the ExeCom;
3. GAD Focal Committee chaired by a GAD Focal Person with a designation of at least a Dean/Director;
4. Technical Working Group (TWG) and Secretariat as composition of the GAD Focal Committee;
 - a. TWG – additional members in accordance with the mandates and needs of the University; and
 - b. Secretariat – composed of identified support staff from the various colleges/student and employee association



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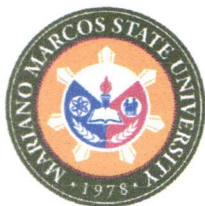
Designations	Duties and Function
Chairperson	
University President	<ul style="list-style-type: none"> • Issue policies/management directives supportive for effective and efficient implementation of GAD program/project/activities (PAPs). • Approve the GAD Plan and Budget (GPB) of the University. • Approve and issue GAD planning, budgeting and implementing guidelines. • Issues policies and directives in the creation, strengthening, modification or reconstitution of the GAD Focal Point System.
Executive Committee	
Vice Presidents Campus Executive Directors Deans Directors Principals	<ul style="list-style-type: none"> • Provide policy directives, assistance, and report to the Agency Head and GFPS Executive Director. • Design and formulate GAD strategies and development approaches for a comprehensive PAPs based on the results of GAD audit/analysis and priority agenda
GFPS Focal Committee	
GFPS Executive Director – Engr. Ami Ruth R. Cocson	<ul style="list-style-type: none"> • Endorsed the GAD plan, program, and budget for effective and efficient implementation. • Ensure the timely submission of the agency GPB, Accomplishment Report (AR) and other GAD-related reports to the PCW and to DBM and other concerned institutions; • Ensure the effective and efficient implementation of the agency GAD PPAs and the appropriate judicious utilization of the GAD Budget; • Build and strengthen partnership with PCW, GAD experts, advocates, women's groups and other stakeholders in pursuit of gender mainstreaming between MMSU and key partners; and • Recommend approval of agency GAD Plans and Budgets and GAD ARs.
Technical Working Groups	
GAD Mainstreaming and Monitoring System (GMMS)	<ul style="list-style-type: none"> • Provide regular updates on recommendations and progress of GAD



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<p>Focal Person: Ms. Nataliza L. Llapitan</p> <p>Sex Disaggregated Data (SDD) Focal Persons</p> <p>Leader: Prof. Milagros B. Barruga</p> <p>Members: Mr. Alexander C. Martinez Mr. Jayson M. Bulatao</p>	<p>mainstreaming performance to the University President and ExeCom.</p> <ul style="list-style-type: none"> • Coordinate and facilitate the implementation of gender mainstreaming efforts of the University through the GAD planning and budgeting process; • Consolidate, integrate, and submit the GBP and AR of all colleges and units in the preparation of the university-wide GBP and AR; and • Evaluate and monitor the implementation of gender mainstreaming efforts of the University based on the GAD plan and budget. • Collect, compile, and update the sex-disaggregated data (SDD), gender analysis, and gender data statistics (GSD) which serve as basis for GAD planning and budgeting.
<p>Harmonized Gender and Development Guidelines (HGDG) Evaluators</p> <p>Team Leader: Ms. Nataliza L. Llapitan</p> <p>Members: Ms. Shane S. Padre Prof. Milagros R. Barruga Prof. Sheila B. Baquiran Prof. Sheena Marie Joy P. Lidora Dr. Sherlyn B. Nicolas</p>	<ul style="list-style-type: none"> • Evaluate GAD-related PAPs as required inputs necessary for GAD planning proposals using the HGDG and other GAD mainstreaming evaluation tools.
<p>Planning, Programming and Budgeting Committee</p> <p>Team Leader: Dr. Marlowe U. Aquino</p> <p>Members: Ms. Remedelina G. Villena</p>	<ul style="list-style-type: none"> • Lead, coordinate, facilitate and provide assistance in the yearly planning and programming of GAD PAPs; • Assists in the evaluation of GAD PAPs complementing RE4D initiative; and • Facilitate and develop corrective measures to improve the implementation of GAD PAPs.



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<p>Prof. James Patrick A. Acang Mr. Michael T. Sacramed Mr. Jareason C. Fabre Ms. Nataliza L. Llapitan</p> <p>Instruction and Development Education</p> <p>Team Leader: Ms. Joyce R. Tolentino</p> <p>Members: Prof. Rex Belli L. Alejandro Mr. Reindel Owen E. Salvador Dr. Ronald Candy S. Lasaten Academic Executive Committee (Deans of All colleges)</p> <p>Research and Development</p> <p>Team Leader: Mr. Jareason C. Fabre</p> <p>Members: Dr. Eva B. Macugay Prof. Marlyn S. Cacatian Ms. Josefa L. Pugat Dr. Eva Jean Y. Viernes</p>	<ul style="list-style-type: none"> • Ensure effective and efficient implementation of GAD-responsive curriculum; • Organize and facilitate training workshop in the review, design, and publication of gender-responsive curriculum program and instructional materials; and • Review, design, develop, package and publish gender-sensitive/responsive instructional materials. <ul style="list-style-type: none"> • Ensure the effective implementation of GAD-responsive research PAPs; and • Lead in the formulation of thematic areas' GPB in GAD R&E4D agenda in response to the gender gaps and issues faced by the clientele.
<p>Capacity Development and Training Program</p> <p>Team Leader: Ms. Bella C. Gervacio</p> <p>Members: Ms. Kimberly S. Miguel Dr. Fides Bernardo Bitanga Dr. Jan Rich A. Guira ANTAP President - Mr. Gerard S. Ragudo FAI President - Dr. Marlina L. Lino SC President – Mr. Philip Joshua S. Aliga</p>	<ul style="list-style-type: none"> • Design, package, conduct, and manage GAD capacity/capability PAPs for students, employees, and outside clients. • Provide and identify technical expertise in the development of GAD institutional training modules. • Tap GAD technical expert in the conduct of GAD capacity building activities.



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Advocacy Campaign/Promotion and Knowledge Management Publication Team Leader: Prof. Herdy L. Yumul Members: Ms. Mercy R. Gaño Mr. Daniel Tapaoan Jr. Mr. John Vincent B. Toribio Mr. Ericson R. Pambid Mr. Regie Boy B. Fabro Ms. Jean A. Arellano	<ul style="list-style-type: none">• Prepare, package and distribute GAD IEC materials and GAD document publications; and• Promotes GAD advocacy through strategic communication modalities (web page, newsletters, tarpaulin/streamer prints, etc.)• Disseminate and circulate relevant GAD information towards strengthening University-wide gender and cultural sensitivity image and statuses.
GFPS Secretariat: GAD College/Unit Coordinators Prof. Weena G. Franco (CAS) Mr. Francis Clarence C. Chua (CHS) Dr. Ma. Constanca Celina C. Ferraris (COM) Engr. Hazel James P. Agngarayngay (CAFSD) Ms. Rhea R. Espiritu (CASAT) Ms. Eva Jean Y. Viernes (CBEA) Engr. Aileen A. Garcia (COE) Prof. Fairie Ann A. Domingo (CIT) Ms. Nina Christelle M. Sumintac (CTE) Ms. Marites A. Fernando (Infirmary) Ms. Leizl P. Sales (HR)	<ul style="list-style-type: none">• Coordinate and facilitate the implementation of GAD PAPs with various units of the University;• Participate in all GAD PAPs; and• Assist in monitoring, recording, posting, and consolidating reports, financial statements and other documents in the implementation of GAD-related PPAs in their respective colleges/offices/units.

As such, all involved staff are required to perform their roles and responsibilities according to the University GAD PAPs for a gender-culture sensitive and healthy environment.

All related PAPs shall be charged on GAD-attribution subject to accounting and auditing rules, regulations and procedures.

For your compliance and cooperation.

cc: HRMO
Accounting
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