

MUNICIPAL ORDINANCE NO. 02
SERIES OF 2016

THE GENDER AND DEVELOPMENT CODE OF BONGABONG

BE IT ENACTED BY THE SANGGUNIANG BAYAN OF BONGABONG, THAT:

CHAPTER I
GENERAL PROVISIONS

ARTICLE I
ORDINANCE TITLE, GAD LEGAL BASES, MANDATE AND COMMITMENTS

SECTION 1. Title - This ordinance shall be known and cited as the "Gender and Development Code of the Municipality of Bongabong, Oriental Mindoro", hereinafter referred to as the GAD Code of Bongabong.

SECTION 2. Mandates and Legal Bases - The adoption of this GAD Code is in line with the Municipality's thrust which is women's economic empowerment, gender equality, gender-responsive governance and fulfillment of women's human rights, as embodied in the following local and national mandates and policies and international commitments:

2.1 Local Laws and Policies

- a. Municipal Ordinance No. 01, S. 2012 otherwise known as the Reproductive Health Ordinance of Bongabong;
- b. Executive Order No. 8, S. 2013 Establishing the GAD Focal Point System of the Municipality of Bongabong;
- c. Resolution No.48 S. 2013 "A Resolution Mandating Mainstreaming Gender in the Local Development Plans of the Municipal Government of Bongabong and Incorporating The Provisions of the Magna Carta of Women in the Local Programs, Projects and Activities of the LGU for the Fiscal Year 2014 and the Years to Come";
- d. Resolution No. 79 S. 2013 "A Resolution Replicating The Implementation Of The Family Drug Abuse And Prevention Program (FDAPP) And Comprehensive Intervention Against Gender Based Violence;
- e. Resolution No. 78 S. 2013 "Mandating Mainstreaming Of Gender And Development In The Programs, Projects And Activities Of The Barangays";
- f. Memorandum Order No. 03, S. 2014 dated Designating the Women Economic Empowerment (WEE) Focal Person of the Municipality of Bongabong; and

- g. Resolution No. 89 S. 2014 A Resolution Requiring All Offices of the Municipal Government of Bongabong, Oriental Mindoro to Maintain Gender and Development GAD Database and To Utilize Sex Disaggregated Analytical Data in Their Programs, Projects and Activities.

2.2 National Policies and Plans

- a. Article II, Section 14 of the 1987 Constitution which states that the “State recognizes the role of women in nation-building and shall ensure the fundamental equality before the law of women and men”;
- b. Article XIII, Section 14 of the 1987 Constitution which recognizes women’s maternal and economic role;
- c. Article XIII, Section 11 of the 1987 Constitution which recognizes women’s special health needs;
- d. RA 7160 or the Local Government Code of 1991 which mandates LGUs to promote the general welfare and provide basic services and facilities to constituents;
- e. RA 7192 or the Women in Development and Nation-Building Act which promotes the integration of women as full and equal partners of men in development and nation-building;
- f. RA 9710 or the Magna Carta of Women, the comprehensive women’s human rights law;
- g. Section 28 of the General Appropriations Act (GAA) from 1995 to 2000 directing government entities to formulate a GAD plan, the cost of which shall not be less than five (5) percent of their yearly budget, otherwise known as the GAD budget;
- h. Executive Order (EO) 273 which directs all government agencies to institutionalize GAD efforts in government by incorporating GAD concerns in their planning, programming and budgeting processes. It also mandates agencies to incorporate and reflect GAD concerns in their agency performance commitment contracts, annual budget proposals and work and financial plans;
- i. Local Budget Memorandum No. 28 which directs local government units to mobilize resources to mainstream and implement gender and development programs using the five (5) percent of development fund;
- j. PCW-DILG-DBM-NEDA Joint Memorandum Circular No. 2013-01 or the Guidelines on the Localization of the Magna Carta of Women;
- k. Civil Service Commission Memorandum Circular No. 12, s. 2005 which encourages all heads of constitutional bodies, departments, bureaus, offices and agencies of the national government, local government units, state universities and colleges, government-owned and/or -controlled corporations the use of non- sexist language in all its [sic] official documents, communications and issuances;
- l. Philippine Plan for Gender-responsive Development (PPGD), 1995-2025 which envisions a society that promotes gender equality and women’s empowerment, and upholds human rights, among other development goals; and

m. Framework Plan for Women (FPW) which encourages agencies to promote gender-responsive governance, protect and fulfill women's human rights, and promote women's economic empowerment.

2.3 Other statutes

- a. RA 6725 or the Act Strengthening the Prohibition on Discrimination Against Women with Respect to Terms and Conditions of Employment;
- b. RA 6955 or the An Act to Declare Unlawful the Practice of Matching Filipino Women for Marriage to Foreign Nationals on a Mail Order Basis and other Similar Practices Including Advertisement, Publication, Printing or Distribution of Brochures, Fliers and Other Propaganda Materials;
- c. RA 7438 otherwise known as the Act Defining Certain Rights of Person Arrested, Detained or Under Custodial Investigation as Well as the Duties of the Arresting, Detaining and Investigating Officers, and Providing Penalties for Violations Thereof;
- d. RA 7688 or the Social Security Act of 1997;
- e. RA 7877 or the Act Declaring Sexual Harassment Unlawful in the Employment, Education, or Training Environment;
- f. RA 7882 or the Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises;
- g. RA 8292 or the Magna Carta for Small Enterprises;
- h. RA 9178 or the Barangay Microbusiness and Enterprise Law of 2002;
- i. RA 8343 or the Act Expanding the Definition of the Crime of Rape, Reclassifying the Same as a Crime Against Persons, Amending for the Purpose Act No. 3815, as Amended Otherwise Known as the Revised Penal Code and for Other Purposes;
- j. RA 8353 or the Anti-Rape Law of 1997;
- k. RA 8505 or the Rape Victim Assistance and Protection Act;
- l. RA 8972 or the Solo Parent Welfare Act;
- m. RA 7658 or an Act Prohibiting the Employment of Children;
- n. RA 9208 or the Act which Institutionalize Policies to Eliminate Trafficking in Persons Especially Women and Children, Establishing the Necessary Institutional Mechanisms for the Protection and Support of Trafficked Persons, Providing Penalties for its Violations and, for Other Purposes;
- o. RA 9262 or the Anti-Violence Against Women and their Children Act;
- p. Reproductive Health Care Act of 2002 ;
- q. RA 6972 or the Act Establishing a Day Care Center in Every Barangay;
- r. RA 8187 or the Paternity Leave Act

- s. RA 6949 which declares March 8 of every year as a working holiday to be known as National Women's Day;
- t. RA 10354 – Responsible Parenthood and Reproductive Health Act of 2012; and
- u. RA 10398 – Declaring November 25 of Every Year as National Consciousness Day for the Elimination of Violence Against Women and Their Children

SECTION 3. Other Obligations and Commitments- In pursuit of development that is empowering, people-centered, just and sustainable, the Municipality of Bongabong shall embody the principles of Gender and Development. As such, women's empowerment and gender equality shall be the twin goals in all their development efforts.

In this respect, as enshrined in the United Nations Convention on the Elimination of All Forms of Discrimination Against Women (UN CEDAW), or the international bill of rights of women, on the Beijing Platform for Action (BPA) and on the Millennium Development Goals which provides a clear recognition that gender equality is important in achieving all of the development goals and other international conventions to which the Philippines is a signatory, and in the Philippine Constitution, the Municipality shall respect, protect, and fulfill the following rights of women:

- The right to good and quality education;
- The right to comprehensive health services;
- The right to access loans and other forms of financial credit;
- The right to join leisure, sports and cultural activities;
- The right to decide on the number of children and on the number of years between pregnancies, in accordance with the Constitution;
- The right to share in parenting activities;
- The right to have equal access to jobs, benefits and social security;
- The right to be paid equally based on the job they do;
- The right to be free from all forms of physical, sexual, emotional, mental and economic violence;
- The right to be free from all forms of slavery and prostitution;
- The right to vote, run for election and hold public office;
- The right to represent the country internationally; and
- The right to acquire, change or retain nationality and citizenship.

ARTICLE II

DEFINITION OF TERMS AND ACRONYM

SECTION 4. DEFINITION OF TERMS. - As used in this Code the following terms are technically and operationally defined:

- 4.1 **Children**-- persons below eighteen (18) years of age or those over but are unable to fully take care of themselves or protect themselves from abuse, neglect, cruelty, exploitation or discrimination because of a physical or mental disability or condition;
- 4.2 **Code**- compilation or collection of statutes;
- 4.3 **Commodification of Women** – is a practice which puts women in a subordinate situation which results in the treatment of women as both consumers and objects. As consumers, women are enticed to buy beauty products to enhance their physical attractiveness. As objects of consumption, women are reduced to a sexual commodity for manipulation and utilization for one's sexual desire or interest, usually in exchange of money or goods so that women have no control or power to reject such utilization or manipulation.
- 4.4 **Development** - the improved well-being, or welfare, of people and the process by which this is achieved. The sustained capacity to achieve a better life;
- 4.5 **Discrimination against Women** - is any distinction, exclusion or restriction made on the basis of gender which has a purpose or effect of impairing or nullifying the recognition, enjoyment or exercise by women of their rights irrespective of marital status;
- 4.6 **Domestic violence** - is physical, psychological, social or financial violence that takes place within an intimate family-type relationship and forms a pattern of coercive and controlling behavior;
- 4.7 **Domestic workers** - one employed in the service of a family or private establishment of a person keeping the home; a house servant;
- 4.8 **Fisherfolk**- refers to those directly or indirectly engaged in taking, culturing, or processing fishery or aquatic resources;
- 4.9 **GAD Budget** - a portion of an agency's or local government unit's yearly appropriation which is not an additional amount over and above its regular budget; the allocation of a substantial amount for implementing programs, projects and activities that address women's issues; the cost and sources of financing a GAD plan;
- 4.10 **GAD mainstreaming**- refers to a set of processes and strategies that aims to ensure the recognition of gender issues in the design, implementation, monitoring and evaluation of policies, programs and projects in all political, economic and social agenda on a sustained basis;
- 4.11 **GAD Plan** - a systematically designed set of programs, activities and projects with clear objectives for addressing gender issues and appropriate strategies and activities with monitoring and evaluation indicators. A blueprint of how an agency can achieve gender responsiveness. A set of interventions designed to transform gender-blind agencies into organizations with a gender perspective. An instrument to make all aspects of the agency and its work gender-responsive. It provides the basis for the GAD budget;
- 4.12 **Gender** - is a socially and culturally constructed differentiation between men and women for all sexual orientation and gender identities, created partly through socialization and

partly through positive and negative discrimination in the various institutions and structures of society;

- 4.13 **Gender Analysis**- A tool and process to identify the differentials of men and women in terms of status or condition, roles and responsibilities as well as their access to and control of resources, benefits and opportunities;
- 4.14 **Gender and Development (GAD)** - a development perspective that recognizes the unequal status and situation of women and men in society. Women and men have different development needs and interests as a result of said inequality, which is institutionalized and perpetuated by cultural, social, economic and political norms, systems and structures;
- 4.15 **Gender equality** - is the absence of discrimination on the basis of a person's sex in authority, opportunities, allocation of resources or benefits, access to services. It is therefore, the equal valuing by society of both the similarities and differences between men and women, and the varying roles that they play;
- 4.16 **Gender equity** - is the process of being fair to women and men. To ensure fairness, measures must often be available to compensate for historical and social disadvantages that prevent women and men from otherwise operating on a "level playing field." Gender equity also means that health needs, which are specific to each gender, receive appropriate resources and also special needs relating to women's greater vulnerability to gender-based violence;
- 4.17 **Gender sensitivity** - is the ability to perceive existing gender differences, issues and equalities, and incorporate these into strategies and actions;
- 4.18 **Gender Issues and Concerns** - problems and concerns that arise from the unequal status of women and men including the differential characteristics, roles and expectations attributed by society to women and men;
- 4.19 **Gender Discrimination** - any overt behavior, practice, policy or procedure in which people are given different and unfavorable treatment on the basis of their race, class, sex, and cultural status which has the purpose or effect of denying equal exercise of human rights and fundamental freedoms in all fields of human endeavor;
- 4.20 **Gender Responsive** - Laws, policies and procedures made, should be accommodating to people regardless of race, class, sex and cultural status;
- 4.21 **Indecent shows**- refers to acts or performances, which include nude or other provocative gestures which further project and exhibit women and children as sex objects;
- 4.22 **Informal economy workers**- refers to self-employed, occasionally or personally hired, subcontracted, paid and unpaid family workers in household incorporated and unincorporated enterprises, including home workers, micro-entrepreneurs and producers, and operators of sari-sari stores and all other categories who suffer from violation of workers' rights;

- 4.23 **Mainstream** - in the context of GAD, an interrelated set of dominant ideas and development directions and the organizations that make decisions about resource allocation and opportunities for development. **Mainstreaming** - the Philippine government's strategy for making agencies and local government units work for women's empowerment and gender equality. It is the process of analyzing existing development paradigms, practices and goals; assessing the implications for women and men of existing and planned actions in legislation, policies, programs, projects and institutional mechanisms; and transforming existing social and gender relations by consciously integrating gender concerns in development goals, structures, systems, processes, policies, programs and projects.
- 4.24 **Micro-enterprise** - any business engaged in manufacturing, trading services, and production with an asset size ranging from one (1) peso (Php1.00) to three (3) million pesos (Php3,000,000.00);
- 4.25 **Microfinance** - the provision of a broad range of financial services such as deposits, loans, payment of services, money transfers, and insurance products to the poor and low-income households and their micro enterprises;
- 4.26 **Military camps**- a place where tents or simple buildings are erected for shelter or for temporary residence of soldiers engaged in promoting peace and defense and other military service;
- 4.27 **Persons with disabilities**- refers to those who are suffering from restriction or different abilities, as a result of mental, physical, or sensory impairment to perform an activity in the manner or within the range considered normal for a human being;
- 4.28 **Pornography** - is a sexual explicit material such as films, magazines, writings, photographs, internet, mobile phones or other materials that are sexually explicit and intended to cause sexual arousal;
- 4.29 **Prostitution** - an act of engaging in sexual intercourse or performing other forms of sex in exchange for money, or other favors, or of offering another person for such purpose;
- 4.30 **Perpetrator** - a person who attempts, or performs or commits any form of abuse or violence against women and children;
- 4.31 **Reproductive Health** - is the state of complete physical, mental and social well-being and not merely the absence of disease or infirmity, in all matters relating to reproductive system and to its functions and processes;
- 4.32 **Reproductive Health Care** - is the constellation of methods, techniques and services that contribute to reproductive health and well-being by preventing and solving reproductive health-related problems;
- 4.33 **Sex** - the biological difference between male and female;
- 4.34 **Sex-disaggregated data**- refers to statistical information that differentiates between women and men and allows one to see where the gaps are in their status, position or condition;
- 4.35 **Sexual harassment** (refer to sexual harassment law) - is a form of abuse involving an act or series of unwelcome sexual advances, request for sexual favors, or other verbal or

physical behavior of a sexual nature, made directly, indirectly, or impliedly is about abusing power relations - using one's power to extract sexual favors;

4.36 **Solo Parent**- refers to any individual who falls under any of the following categories:

- a. A woman who gives birth as a result of rape and other crimes against chastity even without a final conviction of the offender provided that the other keeps and raises the child;
- b. A parent left solo or alone with the responsibility of parenthood due to death of spouse;
- c. A parent left solo or alone with the responsibility of parenthood while the spouse is detained or is serving sentence for a criminal conviction for at least one (1) year;
- d. A parent left solo or alone with the responsibility of parenthood due to legal separation or de facto separation from spouse for at least one (1) year, as long as he/she is entrusted with the custody of the children;
- e. A parent left solo or alone the responsibility of parenthood due to physical and/or mental incapacity of spouse as certified by a public medical practitioner;
- f. A parent left solo or alone with the responsibility of parenthood due to abandonment of spouse for at least one (1) year;
- g. An unmarried mother or father who has preferred to keep and rear her/his child/children instead of having others care for them to give up to a welfare institutions;
- h. Any other person who solely provides prenatal care and support to a child or children; and
- i. Any family member who assumes the responsibility of head of a family as a result of the death, abandonment, disappearance or prolonged absence of the parent or solo parent.

4.37 **Support Group** - a number of persons who aid or provide assistance to keep a person from falling or declining in a crisis situation;

4.38 **Victim-survivor** - one who endures any act of gender-based violence that results in physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion, or arbitrary deprivation of liberty, whether occurring in public or private life;

4.39 **Women's Empowerment**– refers to the provision, availability and accessibility of opportunities, services and observance of human rights which enable women to actively participate and contribute to the political, economic, social and cultural development of the nation as well as those which shall provide them equal access to ownership, management, and control of production, and of material and informational resources and benefits in the family, community and society;

4.40 **Women's Economic Empowerment** - refers to a state wherein women have access to and control over high-value productive resources and enjoys benefits from wealth creating

opportunities equal with men, including information, credit, loans or financial assistance, trainings, markets, technology, decent jobs and humane working conditions;

SECTION 5. Acronyms. - As used in this code the following acronyms mean as follows:

- 5.1 CDP-Comprehensive Development Plan
- 5.2 CLUP-Comprehensive Land Use Plan
- 5.3 CSO - Civil Society Organization
- 5.4 EcoDev- Economic Development
- 5.5 GAD - Gender and Development
- 5.6 GADCD- gender and Development Concerns Division
- 5.7 GFPS-GAD Focal Point System
- 5.8 GRVCA- Gender Responsive Value Chain Analysis
- 5.9 HGDG-Harmonized Gender and Development Guidelines
- 5.10LCE-Local Chief Executive
- 5.11LGU - Local Government Unit
- 5.12MCW- Magna Carta of Women
- 5.13MDRRMC- Municipal Disaster Risk and Reduction Management Council
- 5.14NGA - National Government Agencies
- 5.15NGO - Non-government Organization
- 5.16OFW - Overseas Filipino Workers
- 5.17PCW-Philippine Commission on Women
- 5.18PESO - Public Employment Service Office
- 5.19PMC - Pre-Marriage Counseling
- 5.20RA- Republic Act
- 5.21STI – Sexually Transmittable Infections
- 5.22VAW- Violence Against Women
- 5.23WEE- Women Economic Empowerment

CHAPTER II

GAD PROGRAMS AND INTERVENTIONS

ARTICLE I WOMEN ECONOMIC EMPOWERMENT

To significantly improve local governance that will redound to contribute to sustainable local economic development, it is the thrusts of the Municipal Government of Bongabong to build capacities for economic governance and women economic empowerment, as such, the following shall be enforced and undertaken:

SECTION 6. Establishment of the Women's Economic Development Division (Women's EcoDev Division). - The municipal government shall establish the Women's EcoDev Division which will serve as a One- Stop- Shop to promote and support entrepreneurial efforts and activities that would uplift the condition of women for them to have access and control over productive resources and benefits from wealth creating activities. Said division will be directly under the supervision of the Office of the Mayor and shall be annually allocated funds for the operation of the same including salaries of personnel detailed or appointed in the said division. Annual allocation for capacity building and other relevant activities to ensure functionality of the Division shall be chargeable against the LGU GAD budget.

Specifically, the Women's EcoDev Division's functions and responsibilities shall include but will not be limited to the following:

- 6.1 Spearhead the preparation of the annual Sustainable WEE Plan and ensure implementation of the same;
- 6.2 Lead in the preparation of a comprehensive entrepreneurial training/capacity development plan for women entrepreneurs;
- 6.3 Assist the LGU in local policymaking, planning and programming for WEE and livelihood/enterprise development;
- 6.4 Matches women microentrepreneurs to access NGA and other LGU programs, services and resources on livelihood/enterprise development, and with other service providers. Likewise, assist women entrepreneurs in accessing loans and financial assistance from any government financing institutions (GFIs), private institutions, and donor agencies. Efforts to continuously build the capacity of women entrepreneurs to access loans and negotiate shall also be undertaken by the EcoDev Division;
- 6.5 Facilitates referrals, linkages, partnerships and replication for entrepreneurs;
- 6.6 Develop social marketing strategies on entrepreneurship towards strengthening entrepreneurial values and attitudes of the municipality's entrepreneurs, local officials and others. Likewise, it shall lead in the implementation of social marketing strategies within the municipality;
- 6.7 Disseminate information on investment options;
- 6.8 Capacitate and provide assistance to women who wish to establish micro enterprise, in the form of conducting market feasibility studies, financial consultancy, product development and market linkage; and

6.9 Monitor implementation of national and special laws pertaining to microenterprises in the municipality.

SECTION 7. Women's EcoDev Division Head. - The Local Chief Executive shall designate or upon availability of fund appoint the Head Personnel of the Women's EcoDev Division whose main responsibility is to lead the operation of the EcoDev Division. The EcoDev Division Head will be the overall person responsible for ensuring availability of programs and services that could provide women with an enabling environment to be economically empowered and to effectively assist women microentrepreneurs. The Division Head will directly coordinate with entrepreneurs on business development services. Specifically the following functions shall be performed by the Division Head:

- 7.1 Assist WMSMEs to access information and services to facilitate business development;
- 7.2 Walk through business registration systems: licensing and renewal;
- 7.3 Lead organizer of the WEE Investment Forum;
- 7.4 Facilitate access of WMSMEs on present NGA and LGU policies/programs/services on WEE;
- 7.5 Provide information resources/tools on business services, facilities and other WEE support to WMSMEs;
- 7.6 Spearhead profiling and mapping of women microentrepreneurs in the locality;
- 7.7 Conduct consultations/promotional activities among WMSMEs;
- 7.8 Lead the implementation and monitoring of the Sustainable WEE plan; and
- 7.9 Prepare annual reports on the implementation of the SWEE Plan and submit it to the LCE.

SECTION 8. Creation of the Bongabong Women Economic Empowerment Council. - The Bongabong WEE Council shall be created to act as the regulatory, advisory and recommendatory body of the Women's EcoDev Division in ensuring women's access to economic opportunities and control over their economic benefits. The Council shall be composed of the following membership:

Chairperson- Municipal Mayor

Vice-Chairperson- Municipal Vice Mayor

Secretariat- Women's EcoDev Division Head

Members:

Municipal Agriculturist

SB Committee Chairperson on Appropriation

SB Committee Chairperson on Women, Children and Family Relations

SB Committee Chairperson on Economic and Livelihood
ABC President
Local Finance Committee
Representative of Women's Organizations
GFPS TWG Chairperson
PESO Manager
Community Training & Employment Coordinator (CTEC)
OTOP Coordinator
Representative from Colleges and/or Universities

SECTION 9. Sustainable WEE Plan (SWEE) Plan. – Following the conduct of the Bongabong WEE Council and women's consultation, forum, dialogue and needs assessment, the LGU through the Women's EcoDev Division shall develop its SWEE Plan, Programs and Budget in response to the needs and issues faced by women entrepreneurs of the locality. The LCE shall ensure that all programs, projects and activities included in the SWEE Plan are provided with adequate resources. Thus, the Municipal Planning and Development Coordinator shall ensure that the SWEE Plan will be integrated in the Annual Investment Program of the LGU. Preparation of the LGU's Sustainable WEE Plan shall be synchronized with the scheduled Annual Planning of the LGU.

SECTION 10. Preparation of a comprehensive entrepreneurial training/capacity development plan for women entrepreneurs. - The municipal government shall spearhead the formulation of a comprehensive entrepreneurial training/capacity development plan for women entrepreneurs in consultation with the Bongabong WEE Council and in collaboration with private sectors, civil society organizations, business service organizations, and government agencies such as the Department of Trade and Industry (DTI), Technical Education and Skills Development Authority (TESDA), Department of Agriculture (DA), and others. Findings from training needs assessment, WME profiles/baseline, WEE forum and consultative meetings shall be the basis in developing training/capacity development plan for WMEs. This shall be integrated into the regular plans and programs of the Women's Economic Development Division. Programs shall include but not be limited to skills training for women, including management training, leadership training and other technical courses such as bookkeeping and accounting. The LGU through the MGFPS shall ensure that gender orientation modules shall be integrated in the entrepreneurial training program for women.

SECTION 11. Gender Responsive Value Chain Analysis (GRVCA). - The LGU shall regularly undertake GRVCA of women-led enterprises and products to identify interventions for sustainability and growth of enterprises, which in turn contributes to local economic development. GRVCA will be applied to priority products and small industries in the area. The Municipal Government shall capacitate the Women's EcoDev Division and the Bongabong WEE Council on GRVCA.

SECTION 12. Product Classification System. – The Municipal Government should develop and follow a classification system for grouping/clustering of products of the locality. The Women’s EcoDev Division Head shall lead in the development of the Classification System in consultation with women producers taking into consideration the type of products and the location of enterprise or processing area.

SECTION 13. Establishment of a Common Service Facility (CSF) for WMEs. – The LGU shall provide a Common Service Facility as assistance in the stages of production of WMEs. Upon establishment, the Women’s EcoDev Division Head shall develop the standard operational procedures of such facility and shall disseminate and explain information to WMEs of the locality. The Women’s EcoDev Division will be in charge in the operation and maintenance of the CSF.

SECTION 14. Gender Responsive Schedules of Trainings and other Capacity Building Activities. – All trainings and capacity building activities initiated by the LGU shall be responsive to the concerns of women beneficiaries. Childrearing and domestic

responsibilities shall be taken into consideration in scheduling women’s activities. The LGU should formulate campaigns and programs to encourage participation of men in childrearing and domestic responsibilities.

SECTION 15. Establishment of a Community-Based Child Minding Center. – The Municipal Government shall establish a Community-Based Child Minding Center to support women in pursuing productive activities and enable women to balance family responsibilities and work obligations. This will also allow more women to participate in different trainings called for by the Municipal Government by providing a support structure that will take on the temporary caretaking responsibilities of these women. Ample number of skilled and dedicated personnel shall be designated to assist in the operation of this Center. The Municipal Social Welfare and Development Office shall manage the Center and together with the Municipal GAD Focal Point System and the Head of the Municipal’s Women’s Economic Development Division shall develop the Manual of Operations of this Community Based Child Minding Center.

SECTION 16. Market Development. - The Municipal Government through the Women’s EcoDev Division shall create/establish linkages with the national government agencies and other organizations providing assistance to women in terms of product development and with business establishments for the accessibility of the products to the market. The local government shall regularly fund programs for market-ready quality women’s products. The LGU shall ensure that the local products of women of the locality will also be showcased in different national/regional/provincial Agri Trade Fairs.

SECTION 17. Establishment of the Bongabong Display Centers and Product Depot. - The Municipal Government shall assist women entrepreneurs in developing market opportunities and access a range of market by providing display centers and product depots for WMSMEs. Additionally, efforts to expand market range of WMSMEs must be undertaken by the LGU through the Women's EcoDev Division.

SECTION 18. Microcredit and Financial Literacy. - The Bongabong WEE Council shall initiate regular dialogue with registered microfinancial institutions (MFIs) and other accredited credit providers on the provision of gender responsive MFI credit facilities and products to WMSMEs. MFIs within the municipality shall be encourage to include basic client teaching on basic gender responsive financial literacy and expand services to include business development.

A directory of MFIs shall also be maintained and know the range of microcredit products available to WMEs and informal economy workers. LGU should inform constituents of existing MFIs operating in the area and their available products/services.

Information dissemination and trainings to inform and educate women borrowers on financial literacy shall be regularly funded by the LGU. This will help women manage funds, capital and income for their intended use and dissuade WMSMEs from multiple borrowing.

SECTION 19. Resource Generation Initiative.- The LGU should undertake programs to build capacities of women's groups on resource generation. In the same manner, initiate dialogues to create partnerships that can support women's economic empowerment.

SECTION 20. Establishment of a comprehensive profile/database of women- owned enterprises and women workers. -The municipal government through the Office of the Municipal Treasurer and the Business Permits and Licensing Section (BPLS) and in coordination with the 36 Sangguniang Barangays, the Municipal Planning and Development Office, partner MFIs, civil registration office, and the Head of the Women EcoDev Division shall conduct profiling and mapping, conduct of baseline studies and/or development of WEE database to provide information on where WMSMEs and what their needs are. Mapping shall be undertaken in preparation for the business registration season of the ensuing year, the gender analysis, planning and monitoring. Result of mapping shall be handed over to the Bongabong WEE Council as basis in determining appropriate services for the enterprises and make this information part of the regular comprehensive development planning (CDP) process of the LGU.

Baseline studies may be contracted/partnered by the LGU with a Local Resource Institution or any academic institution through a Contract of Service or Memorandum of Agreement following government rules and procedure.

SECTION 21. One Stop Shop Business and Organization Registration. - The Municipal Government shall hold annually a One Stop Shop Registration of Business Enterprises and Organization. Efforts to convene the agencies concerned such as Department of Labor and Employment (DOLE) and Department of Trade Industry (DTI) shall be undertaken to assist women's groups in formalizing their organization and business enterprises. The LGU should provide guidance to women operating informal businesses on business registration. They should be given information about the advantages and potential drawbacks of formalization. Likewise, the Municipal Government through the GFPS shall assist women in securing accreditation from the Sangguniang Bayan.

SECTION 22. Assistance on business registration. -The municipal government in partnership with the Department of Trade and Industry (DTI) shall hold promotional caravans for business registration. The Women's EcoDev Division shall assist WMEs to fulfill documentary requirements in securing business name and permits.

SECTION 23. Simplification of business licensing procedure. - In order to encourage micro entrepreneurs in the informal sector to secure permits at the municipal government of Bongabong, a special and simplified business registration procedure shall be established. This will include among others a simplified registration form, preferably written in simple terms and vernacular language, a shortened registration processing period, reduced fees and charges.

SECTION 24. Exemptions in the payment of fees.-New women micro entrepreneurs to register their business shall be exempted from payment of the Business Permit fees for the first two years of the business operation. Entitlement of the exemption, however, shall be supported by a certification attesting the duration of business operation. Only the barangay captain of the location of the business enterprise shall have the authority to issue said certification.

SECTION 25. Assistance to Women Engaging in Micro and Cottage Business Enterprises. - The municipal government of Bongabong shall ensure that the provisions of RA 7882, otherwise known as the Act Providing Assistance to Women Engaging in Micro and Cottage Business Enterprises are implemented. Relative thereto, the Women's EcoDev Division shall monitor implementation of the law in the municipality. Likewise, it shall ensure that any institution/ person that/who may be found guilty of committing any of the prohibited acts stipulated in the said Act is penalized.

SECTION 26. Occupational Safety and Health of Workers.-All business establishments with production processes hazardous to health shall provide their workers with personal protective equipment such as masks, gloves, aprons, goggles among others. They should also observe occupational safety and health standards to prevent accidents, injury and disease among women technology users. The Municipal Government shall participate in capacity development on

occupational safety and health to spearhead promotion of OSH for the informal sector including the WMEs within the locality.

SECTION 27. Social Protection of Women Entrepreneurs. – The Municipal Government should have a comprehensive list/profile of poor and non-poor WMEs and informal economy workers that need social protection coverage, and budget will be allocated for their social health insurance enrolment. Likewise, an advocacy campaign to encourage more WMEs and informal economy workers to avail social protection coverage and inform them of its benefits shall be undertaken by the local government.

SECTION 28. Environment and Enterprise. – The LGU through the Women’s EcoDev Division and in coordination with the MDRRMO shall ensure that enterprises are not located in disaster-prone areas. Hazard/ risk mapping should be conducted to locate where the enterprises are, and that the LGU/ agencies concerned could develop management strategies to be done in cases of emergency/ disaster situations. In the same manner, women enterprises and activities found that pose a great threat both to the natural environment and the society in general shall be treated by the LGU with caution or should not be permitted at all.

ARTICLE II LABOR AND EMPLOYMENT

It is the thrusts of the Municipal Government of Bongabong to protect the rights of its constituencies in the formal employment sector taking into consideration the differential impact of work related services to men and women. To continuously influence the employment sector to improve working conditions responsive to the distinct needs of men and women, the following shall be ensured:

SECTION 29. Wage and Benefits for Women. - Every employer in the municipality shall comply with the minimum wage as stipulated by the Regional Wage Board or as stipulated by pertinent legislation passed by Congress and shall grant all benefits to all women employees such as maternity leave, sick and vacation leave, retirement, special leave benefits and other privileges provided by law. The same provision shall apply to benefits covered by the Collective Bargaining Agreement (CBA) between the concerned employee’s union and management.

SECTION 30. Prohibition on gender based discrimination. - Gender based discrimination in recruitment, hiring, work assignments, training, promotion and benefits shall be eliminated.

SECTION 31. Discrimination against Getting Married. - The Municipal Government shall ensure strict implementation of Article 136 of the Philippine Labor Code which states that, it shall be unlawful for an employer to require as a condition of employment or continuation of

employment that a woman employee shall not get married, or to stipulate expressly or tacitly that upon getting married, a woman employee shall be deemed resigned or separated, or to actually dismiss, discharge, discriminate or otherwise prejudice a woman employee merely by reason of her marriage.

SECTION 32. Maternity Leave Benefits. - Every employer shall grant to any pregnant woman employee who has rendered an aggregate service of at least six (6) months for the last twelve (12) months, maternity leave of at least two (2) weeks prior to the expected date of delivery and another four (4) weeks after normal delivery or abortion with full pay based on her regular or average weekly wages. The employer may require from any woman employee applying for maternity leave a medical certificate stating that delivery will probably take place within two weeks.

SECTION 33. Increase Paternity Leave Benefits as incentive for Fathers for Meaningful Participation in the Care of the New Born Child in the Private Sector. - Additional paternity leave benefits up to fourteen days from the seven days mandated by law under RA 8187, shall be extended to male employees in private offices and commercial/industrial establishments located in the municipality, who have rendered at least one year continuous service, provided that this benefit shall be mutually agreed upon in the Collective Bargaining Agreement (CBA) between the concerned employees' union and management, Provided, further, that any additional leave period shall be used for caring of the new-born baby by the concerned employee.

SECTION 34. Increase Reproductive Health Benefits for Women. - A yearly twelve day menstrual/menopausal leave shall be granted for women employees in private offices and commercial/industrial establishments located in the municipality who have rendered at least one year continuous service, provided that this benefits shall be mutually agreed upon in the Collective Bargaining Agreement between the concerned employee's union and management. Provided, further, that this benefit shall be taken one-day each month for menstrual or menopausal leave.

SECTION 35. Tax incentives for Business Entities. - The municipal government shall provide tax incentives to business entities as follows:

- 35.1 Any amount used for the establishment, maintenance and operation of child-minding support service centers shall be tax-deductible;
- 35.2 Any amount used for the establishment, maintenance and operation of a breastfeeding room shall be tax-deductible;
- 35.3 Annual tax credit per child regularly served for at least one year in the center; and
- 35.4 Annual tax credit per woman extended with additional maternity leave benefits for breastfeeding.

SECTION 36. Orientation on Sexual Harassment. - All government agencies and private offices, commercial/industrial establishments with at least ten (10) employees located in the municipality shall conduct regular orientation on sexual harassment for their respective employees. Certificate of Compliance attesting the conduct of Orientation Seminars on Sexual Harassment law shall be issued by the Municipal's GAD Concerns Division (GADCD) at the end of every year.

SECTION 37. Setting up of a Grievance Machinery. - A grievance committee shall be set up in all government and private offices, commercial/industrial establishments located in the municipality with at least ten (10) employees, to act on

complaints/cases related to various forms of discrimination against women in the workplace such as hiring, job training, promotion, and the like.

SECTION 38. Social Protection for Household-based Workers and Women in the Informal Sector. - The municipal government shall ensure that social protection shall be accorded to women working in the informal economy. These are women vendors, sewers, laundry workers, and related occupation. Organized home-based workers may avail of social security and employees' compensation benefits and PhilHealth benefits upon proper documentation and registration with the Social Security System and PhilHealth, respectively.

The municipal government, through the MSWDO shall conduct an inventory of all women involved in the informal sector for consultation and provision of appropriate support services for the sector.

SECTION 39. Education and Trainings for House-hold based Workers or Women in the Informal Sector. -All 36 barangays in Bongabongare enjoined to conduct education and trainings including Gender Sensitivity Trainings for women household-based workers and employers as well as other women members of the informal economy.

SECTION 40. Women in the Entertainment Industry. - Women engaged in legitimate occupations in the entertainment industry such as singers, stage performers/actresses, bar girls and receptionist, shall be recognized as wage earners and they shall receive minimum wage and benefits afforded to women workers and shall render services as set in the job contract and only in the place of work as specified in the business permit of the establishment concerned.

It must be emphasized that employing minors in the entertainment industry is prohibited in accordance with RA 7658.

SECTION 41. Inspection and Monitoring of Entertainment Establishments. - The Business Permit Licensing Section Inspector together with the Bongabong Police Station, the Municipal Social Welfare and Development Officer and the Municipal Health Officer shall conduct regular inspection (at least on a quarterly basis) of entertainment establishments to ensure that these are not being used as fronts of prostitution and trafficking.

SECTION 42. Regular Medical Routine Check-up. -Employers of women in the entertainment industry shall be required to provide their women employees of medical routine check-up as well as provide prescribed medicines if necessary.

SECTION 43. Police Operations in Entertainment Establishments. All police operations or raids conducted in any entertainment establishment must be undertaken with utmost care and respect for human rights. Police officers shall not take this opportunity for sexual exploitation of or extortion of entertainers and other concerned parties.

SECTION 44. Overseas Filipino Workers' (OFW) Wives and Children Support. - The Municipal Government shall conduct a survey of overseas contract workers at the barangay level, out of which shall serve as basis for special support to OFW families, especially wives and children.

ARTICLE III GENDER-BASED OFFENSES

In the effort of the Municipal Government of Bongabong to totally eradicate gender based offenses in the municipality, the following shall be enforced:

SECTION 45. Strict Implementation of RA 9262 or the Anti-Violence Against Women and their Children Act of 2004. - The Municipal Government shall strictly enforce RA 9262. The crime of violence against women and their children is committed through any of the following acts:

- 45.1 Causing physical harm to the woman or her child;
- 45.2 Threatening to cause the woman or her child physical harm;
- 45.3 Attempting to cause the woman or her child physical harm;
- 45.4 Placing the woman or her child in fear of imminent physical harm;
- 45.5 Attempting to compel or compelling the woman or her child to engage in conduct which the woman or her child has the right to desist from or to desist from conduct which the woman or her child has the right to engage in, or attempting to restrict or restricting the women or her child's freedom of movement or conduct by force or threat of force, physical or other harm or threat of physical or other harm, or intimidation directed against the woman or her child. This shall include but not

limited to, the following acts committed with the purpose or effects of controlling or restricting the woman or her child's movement or conduct:

- a. Threatening to deprive or actually depriving the woman or her child of custody or access to her/his family;
 - b. Depriving or threatening to deprive the woman or her children of financial support legally due to her or to her family, or deliberately providing the woman's children insufficient financial support;
 - c. Depriving or threatening to deprive the woman or her child of a legal right; and
 - d. Preventing the woman in engaging in any legitimate profession, occupation, business or activity, or controlling the victim's own money or properties, or solely controlling the conjugal or common money, or properties;
- 45.6 Inflicting or threatening to inflict physical harm on oneself for the purpose of controlling her actions or decisions;
- 45.7 Causing or attempting to cause the woman or her child to engage in any sexual activity which does not constitute rape, by force or threat of force, physical harm, or through intimidation directed against the woman or her child or her/his immediate family;
- 45.8 Engaging in purposeful, knowing or reckless conduct, personally or through another that alarms or causes substantial emotional or psychological distress to the woman or her child. This shall include but not be limited to the following acts:
- a. Stalking or following the woman or her child in public or private places;
 - b. Peering in the window or lingering outside the residence of the woman or her child
 - c. Entering or remaining in the dwelling or on the property of the woman or her child against her/his will;
 - d. Destroying the property and personal belongings or inflicting harm to animals or pets of the woman or her child; and
 - e. Engaging in any form of harassment or violence
- 45.9 Causing mental or emotional anguish, public ridicule or humiliation to the woman or her child, including, but not limited to, repeated verbal and emotional abuse, and denial of financial support or custody of minor children or denial of access to the woman's child/children.

SECTION 46. Strict Implementation of RA 7877 or the Anti Sexual Harassment Act of 2005. - Sexual harassment shall be unlawful in the employment, education or training environment as prescribed in RA 7877. The Municipal Government shall strictly enforce RA7877 and prohibit the following acts:

46.1 In a work-related or employment environment,

- a. Sexual favor as a condition in hiring, employment, re-employment or continued employment of said individual, or in granting said individual favorable compensation, terms, conditions, promotions, or privileges, or the refusal to grant the sexual favor results in limiting, segregating or classifying, the employee, which in any way would discriminate, deprive or diminish employment opportunities or otherwise adversely affect said employee;
- b. The above acts would impair the employee's rights or privileges under existing labor laws; or
- c. The above acts would result in an intimidating, hostile or offensive environment for the employee.

46.2 In an education or training environment,

- a. Against one who is under the care, custody or supervision of the offender;
- b. Against one whose education, training, apprenticeship or tutorship is entrusted to the offender;
- c. When the sexual favor is made a condition to the giving of a passing grade, or the granting of honors and scholarships, or the payment of a stipend, allowance or other benefits, privileges or considerations; or
- d. When the sexual advances result in an intimidating, hostile or offensive environment for the student, trainee or apprentice.

Any person who directs or induces another to commit any act of sexual harassment, or who cooperates in the omission thereof by another, without which it would not have been committed, shall also be held liable.

SECTION 47. Administrative Disciplinary Rules on Sexual Harassment. -Pursuant to Resolution No. 01-0940 or the Administrative Disciplinary Rules on Sexual Harassment Cases, all officials and employees of the government, whether in the Career or Non-Career service and holding any level of position, including elected officials regardless of status will be held liable of Sexual Harassment upon commission of the following circumstances:

47.1 In a work related or employment environment:

- a. Submission to or rejection of the act or series of acts as a basis for any employment decision (including, but not limited to, matters related to hiring, promotion, raise in salary, job security, benefits and any other personnel action) affecting the applicant/employee; or

- b. The act or series of acts have the purpose or effect of interfering with the complainant's work performance, or creating an intimidating, hostile or offensive work environment; or
- c. The act or series of acts might reasonably be expected to cause discrimination, insecurity, discomfort, offense or humiliation to a complainant who may be a co-employee, applicant, customer or ward of the person complained of.

47.2 Education or training related sexual harassment:

- a. Submission to or rejection of the act or series of acts as a basis for any decision affecting the complainant, including but not limited to, the giving of a grade, the granting of honors or scholarships, the payment of a stipend or allowance, or the giving of any benefit, privilege or consideration;
- b. The act or series of acts have the purpose or effect of interfering with the performance, or creating an intimidating, hostile or offensive academic environment of the complainant; or
- c. The act or series of acts might reasonably be expected to cause discrimination, insecurity, discomfort, offense or humiliation to a complainant who may be a trainee, apprentice, intern, tutee or ward of the person complained of.

SECTION 48. Other Forms of Sexual Harassment.- Other than the definition provided by RA 7877, the following constitute sexual harassment some of which are covered by the Revised Penal Code under Acts of Lasciviousness:

- 48.1 Persistent telling of offensive jokes such as green jokes or other analogous statements to someone who finds them offensive or humiliating;
- 48.2 Taunting a person with constant talk about sex and sexual innuendoes; displaying offensive or lewd pictures and publications in the workplace;
- 48.3 Interrogating someone about sexual activities or private life; during interviews for employment, scholarship grant or any lawful activity applied for;
- 48.4 Making offensive hand or body gestures at someone;
- 48.5 Repeatedly asking for dates despite verbal rejection;
- 48.6 Touching, pinching or brushing up against someone's body unnecessarily or deliberately;
- 48.7 Kissing or embracing someone against her will;
- 48.8 Requesting sexual favors in exchange for a good grade, obtaining a good job or promotion, etc;
- 48.9 Cursing, whistling or calling a woman in public with words having dirty connotations or implications which tend to ridicule, humiliate or embarrass the woman such as "puta", "peste", "pokpok";
- 48.10 Any other unnecessary acts during physical examinations;

- 48.11 Requiring women to wear suggestive or provocative attire during interviews such as job hiring, promotion, admissions; and
- 48.12 Any expression of gender bias against a person with the intention to embarrass, humiliate, and stigmatize.

SECTION 49. Creation of Committee on Decorum and Investigation. -The Municipal Government, state colleges and universities in the locality shall establish a Committee on Decorum and Investigation. The Committee shall perform the following functions:

- 49.1 Receive complaints of sexual harassment;
- 49.2 Investigate sexual harassment complaints in accordance with the prescribed procedure;
- 49.3 Submit a report of its finding with the corresponding recommendation to the disciplining authority for decision;
- 49.4 Lead in the conduct of discussions about sexual harassment within the agency or institution to increase understanding and prevent incidents of sexual harassment.

All private offices and establishments are also enjoined to establish their own Committee on Decorum and Investigation or any similar machinery to act on matters involving sexual harassment cases.

SECTION 50. Strict Enforcement of RA 8353 or the Anti Rape Law. - The Municipal Government of Bongabong shall strictly enforce Republic Act No. 8353 or the Anti-Rape Law. Rape is committed:

- 50.1 By a man who shall have carnal knowledge of a woman under any of the following circumstances:
 - a. Through force, threat or intimidation;
 - b. When the offended party is deprived of reason or otherwise unconscious;
 - c. By means of fraudulent machination or grave abuse of authority; and
 - d. When the offended party is under twelve (12) years of age or is demented, even though none of the circumstances mentioned above be present.
- 50.2 By any person who, under any of the circumstances mentioned above, shall commit an act of sexual assault by inserting his penis into another person's mouth or anal orifice, or any instrument or object, into the genital or anal orifice of another person.

SECTION 51. Strict Enforcement of RA 9208 or the Anti-Trafficking in Persons Act of 2003. The municipal government strictly supports the enforcement of Republic Act No. 9208 or the Anti-Trafficking in Persons Act of 2003. Trafficking in Women shall include the following but is not

limited to any person or association, cult, religion, or organization or similar entities to commit the following acts:

- 51.1 To recruit, transport, transfer, harbor, provide or receive a person by any means, including those done under the pretext of domestic or overseas employment or training or apprenticeship, for the purpose of prostitution, pornography, sexual exploitation, forced labor, slavery, involuntary servitude or debt bondage;
- 51.2 To introduce or match for money, profit, or material, economic or other consideration, any person or, as provided for under Republic Act No. 6955, any Filipino woman to a foreign national, for marriage for the purpose of acquiring, buying, offering, selling or trading him/her to engage in prostitution, pornography, sexual exploitation, forced labor, slavery, involuntary servitude or debt bondage;
- 51.3 To offer or contract marriage, real or simulated, for the purpose of acquiring, buying, offering, selling or trading him/her to engage in prostitution, pornography, sexual exploitation, forced labor, slavery, involuntary servitude or debt bondage;
- 51.4 To undertake or organize tours and travel plans consisting of tourism packages or activities for the purpose of utilizing and offering persons for prostitution, pornography or sexual exploitation;
- 51.5 To maintain or hire a person to engage in prostitution or pornography;
- 51.6 To adopt or facilitate the adoption of persons for the purpose of purpose of prostitution, pornography, sexual exploitation, forced labor, slavery, involuntary servitude or debt bondage;
- 51.7 To recruit, hire, adopt, transport or abduct a person, by means of threat or use of force, fraud, deceit, violence, coercion or intimidation for the purpose of removal or sale of organs of said person; and
- 51.8 To recruit, transport or adopt a child to engage in armed activities in the Philippines or abroad.

SECTION 52. Commercial Exploitation of Women/Men and Girls/Boys. - It shall be unlawful for any person to sell or market women's and girl's bodies in various forms of packaging. These include but are not limited to the following:

- 52.1 Prostitution which is selling a woman's body mainly for sex;
- 52.2 Pornographic and indecent shows depicting women/men and girls/boys as sexual objects either in nude or provocative gestures; and/or
- 52.3 Live shows whether women or girl-children are influenced or forced to dance or do naked shows in public or private places for various purposes.

SECTION 53. Portrayal of Women as Commodities. – The Municipal Government through the GADCD shall monitor and regulate beauty contests and other fund raising initiatives that portray women as commodities. All beauty contests and other fun raising activities that tend

to commodify, abuse, humiliate and treat other persons, especially women and homosexuals as sex objects shall not be allowed by the Municipal Government. Organizers of beauty pageants and the like are required to secure Certification from the GADCD prior the preparation for the contest to ensure that guidelines, criteria and rules of the contest will not lead to the derogatory portrayal of women. Showing of beauty contests and pageants without secured GADCD Certification shall be deemed illegal and prescribed penalties will be imposed.

ARTICLE IV

SUPPORT MECHANISMS FOR VAW VICTIMS/SURVIVOR

In recognition of the special care and protection for victims of Gender Based Offenses, the following support mechanisms and services should be in place within the municipality:

SECTION 54. “Bahay Kaligtasan” as a Comprehensive Support Mechanism for VAW Victim/Survivors. - The Municipal Government of Bongabong shall cause the establishment of a Gender-Sensitive Crisis Intervention Unit under the supervision and management of the Municipal Social Welfare and Development Office to be named as **“Bahay Kaligtasan”** which will provide temporary shelter, medical/health services, psychological, social, economic, legal interventions and spiritual support services. All health and allied personnel of the **“Bahay Kaligtasan”** shall be provided with regular trainings on gender sensitivity and handling and management of VAW cases.

Operation and maintenance of the Bahay Kaligtasan shall be regularly funded by the Gender and Development Budget of the municipality.

SECTION 55. Secured and Conducive Environment for Investigation - An interview room with audio-visual equipment, one way mirror, and other provisions that would provide women and children survivors of violence a sense of security and comfort during the conduct of interview, investigation and counseling shall be established and maintained at the **“Bahay Kaligtasan”** of the Municipal Government.

SECTION 56. Special Counsel for Victims of Violence against Women and Children and other Gender Related Offenses. – The municipality shall provide support services specifically on legal matters for the protection of the rights of women and children. The Municipal Government shall provide funding and/or establish partnerships with lawyers to provide free legal assistance and services such as initiating legal complaints and representation before judicial, quasi-judicial and administrative courts.

SECTION 57. Medical assistance.-Women victims of gender based violence shall be provided with free medical assistance at the Municipal Health Office. Issuance of medico-legal for purpose of filing legal remedies shall also be free of charge.

SECTION 58. Government physicians to handle gender based offenses. - It shall be the duty of all government physicians of the municipality to handle, examine, investigate and provide

all medical attention possible to all victims of gender based offenses and facilitate referral to proper authorities and other physicians if necessary. No government hospital and physician shall deny to provide medical attention and other related interventions to any victim of gender based violence and offenses.

SECTION 59. Victim - Survivors Support Group in Court Hearings - the Municipal Social Welfare and Development Officer shall coordinate the presence of support group in all investigations or hearings involving rape and other forms of violence against women and children conducted in police stations, prosecutor's offices, trial courts and other government offices.

SECTION 60. Education Laws and policies addressing women's issues and concerns- In coordination with concerned national agencies, all government and private offices, agencies, NGOs and establishments, private and public schools shall conduct an orientation on RA 9710, RA 9262, RA 9208, RA 7877, RA 8353, RA 8972 and other relevant laws and policies on women which may be enacted from time to time.

SECTION 61. Rehabilitation Program for Perpetrators of Violence - Counseling and Rehabilitation Programs for perpetrators of violence against women and children shall form part of the total GAD program.

SECTION 62. Research on Nature and Causes of Gender-based Violence - The MSWDO shall take the lead in the collection, compilation and maintenance of statistics/data concerning domestic violence perpetuated against women and children. It shall be regularly undertaken to serve as reference for administration, legislation and funding.

SECTION 63. Establishment of VAW desk in every barangay. -All barangays are mandated to establish and capacitate their respective VAW desk officers preferably a woman barangay kagawad or woman barangay tanod. Barangay captains shall issue official issuance in the designation of the same. The designated VAW desk officers shall perform the following functions:

- 63.1 Respond to gender-based violence cases brought to the *barangay*;
- 63.2 Assist victims of VAW in securing Barangay Protection Order and access necessary services;
- 63.3 Coordinate with and refer cases;
- 63.4 Record the number of gender-based violence cases and submit quarterly report to the DILG and the Municipal Social Welfare Development Office; and
- 63.5 Lead advocacies on the elimination of VAW in the community.

Designated VAW desk officers and other personnel responsible for the protection of women and children must regularly undergo the mandatory training on gender sensitivity, human rights and capacity building on handling and management of VAW cases particularly on the cycle and continuum of violence, counselling and trauma healing.

SECTION 64. Appointment of Female Barangay Tanod. -There shall be at least one female appointed barangay police in all 36 barangays of the municipality. These female barangay tanod shall be regularly trained in proper way of handling VAW cases.

SECTION 65. Strengthening of the Barangay Police. – The Municipal and Barangay government shall strengthen barangay police especially those in remote barangays to secure families from crimes against property and against persons, and to prevent and control domestic violence against women and children and incidence of rape.

SECTION 66. Regulation of Internet Cafes and Computer Shops. - The municipal government shall regulate the operation of internet service-providing establishments and entertainment computer shops in order to curb and prevent the proliferation of access to cybersex and pornography.

ARTICLE V REPRODUCTIVE HEALTH CARE SERVICES

The Municipal Government of Bongabong shall ensure that the people of the community are healthy and are given and have access to health benefits with due consideration of the different practical needs of both men and women, as such, the following shall be ensured:

SECTION 67. Comprehensive Reproductive Health Care Approach - The Municipal Government shall ensure reproductive health care services to men and women anchored on the following elements:

- 67.1 Family planning information and services;
- 67.2 Maternal, infant and child health and nutrition, including breastfeeding;
- 67.3 Prohibition of abortion and management of abortion complications;
- 67.4 Adolescent and youth reproductive health;
- 67.5 Prevention and management of reproductive tract infections (RTIs), HIV and AIDS and other sexually transmittable infections (STIs);
- 67.6 Elimination of violence against women;
- 67.7 Education and counseling on sexuality and reproductive health;
- 67.8 Treatment of breast and reproductive tract cancers and other gynecological conditions and disorders;
- 67.9 Male responsibility and participation in reproductive health;

- 67.10 Prevention and treatment of infertility and sexual dysfunction;
- 67.11 Reproductive health education for the adolescents; and
- 67.12 Mental health aspect of reproductive health care.

SECTION 68. Health Care Delivery of services - Quality health care and services that are not discriminatory on account of gender, age, sex, creed, religion, ethnicity and political affiliation shall be implemented by the Municipal Government. No hospital in the municipality shall deny women and men living below the poverty line of LGU's available health services. A certificate of indigency shall be issued by the punong barangay for the purpose of verifications.

In case of emergency, a social worker or any authorized personnel shall be designated to conduct rapid appraisal of the socio-economic status of the patient for admission purposes.

SECTION 69. Nutrition- The Municipal Government shall ensure the optimum nutritional status of children, women and men through the provision of a package of nutrition services.

SECTION 70. Men's involvement on Reproductive Health - Reproductive Health programs and projects shall involve men of all ages, recognizing their crucial role in the maintenance of women's health and well-being by strengthening and capacitating various men's organizations. Information campaigns to encourage men and fathers to join the annual Buntis Congress shall be undertaken by the Municipal Health Office.

SECTION 71. Accessible information on Sexuality and Reproductive Health - Women and men, especially adolescents and young adults, shall have free access to information on responsible sexuality and reproductive health, while ensuring their right to privacy.

SECTION 72. Integration of sexual and reproductive health in PMC, PES and RPS.
– The Municipal Health Office and the Municipal Social Welfare Development Office shall ensure gender-sensitive conduct required in the application for marriage licenses with the Municipal Civil Registrar. Sexual and health shall be integrated as topics in the conduct of pre-marriage counseling (PMC), Parent Effectiveness Seminar and in Responsible Parenthood Seminar.

SECTION 73. Available and Accessible Reproductive Health Commodities – The Municipal Government shall ensure safe, high quality, accessible affordable reproductive health services, facilities and commodities and it shall ensure that budgetary support and allocation are provided for such RH services and commodities.

SECTION 74. Capacity Development of Health Personnel and Health Care Providers. The Office of the Human Resource and Management shall include in its annual capability building programs, the Gender Sensitivity Training and other capacity development for health personnel and health care providers, including municipal doctors, nurses, midwives and barangay health workers to ensure efficiency and gender responsiveness in health care management and delivery.

SECTION 75. Private Rooms for Physical Examination and Counseling. – The Municipal Health Office, Rural Health Units and Barangay Health Stations shall have a separate private rooms for physical examinations and counseling especially of victims of rape and violence against women and children.

ARTICLE VI WOMEN IN GOVERNANCE

In recognizing the role of women in improving the society, the Municipal Government of Bongabong has the integrity of developing and promoting the role of women in governance, thus the succeeding provisions must be considered and implemented in the locality:

SECTION 76. Representation of Women in Development Planning and Program Implementation – The Municipal Government shall ensure that the municipal and all barangay development councils as well as all the special bodies and committees must be composed of at least 40% female membership to increase participation of women in all levels of development planning and program implementation. Necessary information campaign to ensure participation of women representatives in the local development councils and other local special bodies must also be undertaken.

Likewise, the Municipal Government through the M-GFPS shall encourage, support and assist women’s organizations in securing registration and accreditation to ensure more women’s involvement in various development efforts and initiatives.

SECTION 77. Strengthening Women’s Political Skills. -The LGU shall provide regular funding for political mentorship programs in strengthening women. These programs shall prepare women as candidates for elected office, or in developing their capacities to become campaign managers, election observers, party activists and/or party leaders. Men and women leaders with more political experience shall be encourage to be part of the program for peer exchange, communication and learning, sharing skills and knowledge to help women in their political career. Priority shall also be given to indigenous and differently-abled women.

SECTION 78. Barangay-Based Women’s Organizations – All Barangay government shall encourage, promote and support women’s organizations formed by their respective constituents. These barangay based women’s organizations shall be regularly consulted and their issues and concerns shall always be taken in consideration in policy formulation and program and projects planning.

SECTION 79. Local Council of Women– The Federation of Women Organizations composed of various accredited women organizations shall constitute the Local Council of Women

of the Municipality of Bongabong and shall be strengthened to take active role in governance. The Municipal Social Welfare and Development Office (MSWDO) shall act as adviser to the council.

SECTION 80. Criteria for Hiring in Government Positions - The Municipal Government shall ensure that criteria for hiring, recruitment, selection and appointment to government positions are transparent, relevant and not discriminatory against sex and sexual orientations.

SECTION 81. Support for Women's Studies - A reasonable amount and/or other forms of support maybe extended by the Municipal Government to non-government organizations and research institutions conducting studies on women's participation.

ARTICLE VII PROMOTION OF JUSTICE, PEACE AND ORDER

SECTION 82. GAD Orientations and Trainings for Law Enforcers - The Municipal Government shall strengthen its linkages with the law enforcers to ensure that gender equality and development orientations and trainings are regularly conducted. Law enforcers of the locality shall be included in various capacity building activities on GAD.

SECTION 83. Humane and Just Treatment of Female and Minor Offenders. - To promote humane and just treatment of females apprehended for light offenses and minor offenders, they shall not be handcuffed unless the rules of engagement of the PNP provide otherwise.

SECTION 84. Separate Facility for Female and Minor Detainees - The rights of women and minors while under detention shall be protected. The Municipal Government, in collaboration with the concerned agencies, shall provide appropriate programs designed to respond to their specific needs and problems. It shall also ensure that a separate structure and space for detention and rehabilitation shall be provided for them.

SECTION 85. Women and Children's Desks (WCDs) - There shall be in the Municipal Police Station, as well as in all its sub-stations, a Women and Children's Desk handled by women police officers adequately trained for the purpose, so that cases involving women and children shall be handled in accordance with the accepted standards of PNP in handling gender-based violence cases.

SECTION 86. Non-establishment of military camps - No military camps shall be situated near the schools and residential area.

SECTION 87. Women in peace building. – The Municipal Government shall provide incentives and awards in recognition of grassroots of women of their exemplary achievements in peace building.

SECTION 88. Protection of women in conflict-affected communities. – The Municipal Government shall institute measures for the protection of civilians in conflict-affected communities with special consideration of the specific needs of women and girls. Ensure provision of breastfeeding facilities and adequate water and sanitation facilities.

**ARTICLE VIII
EDUCATION, SPORTS, ARTS AND CULTURE**

SECTION 89. Establishment of a GAD Focal Point System. - The Municipal Government shall promote the establishment of GAD Focal Point System in all private and public schools, colleges and universities within the municipality.

SECTION 90. Formulation of GAD Plan. - All public schools, colleges and universities are encouraged to furnish the Municipal GFPS its Gender and Development Plan and Budget. Said plan will be reviewed and harmonized towards a consolidated efforts on Gender and Development Programs in the municipality.

Additionally, all public and private schools, colleges and universities within the municipality are required to submit their data and other GAD related information through their respective GFPS to the municipal government. This will be used by the Municipal Government in planning appropriate programs and projects to address concerns of men, women, boys and girls.

SECTION 91. Establishment of Early Childhood Care and Development Center. – Each barangay of Bongabong shall establish an Early Childhood Care and Development Center (EECDC) with the end view of improving school readiness and general well-being of children and at the same time, allowing women’s participation in the workforce and in livelihood activities.

SECTION 92. Evening/Weekend Classes for Adults – The Municipal Government and the Alternative Learning System of the Department of Education (ALS Dep-Ed) shall endeavor to promote and strengthen adult education programs. For this purpose, it shall coordinate or establish the conduct of free evening or weekend classes for indigent persons interested to obtain secondary education especially women.

Discussions/lectures on drug abuse shall be included in alternative education programs for out-of-school children.

SECTION 93. Gender- Sensitive Education - The North and South Schools District Office of the Department of Education shall ensure the inclusion of a Gender Sensitive curriculum into the

educational system of the Municipality. It should also made use of gender fair instructional materials and textbooks. Likewise, gender sensitive language shall be used at all times.

All primary schools in the Municipality shall be encouraged to formulate and implement school-based health and nutrition program, in coordination with the Municipal Nutrition Action Office and the Municipal Health Office. They shall promote indigenous processed and non-processed farm products produce by women's group in all school canteens of the municipality.

SECTION 94. Support to victims of gender based offenses. – The Municipal Government shall partner with the Department of Education Offices and other concerned agencies in providing appropriate assistance to female faculty and students who are victims of rape, sexual harassment and other forms of violence against women and discrimination.

SECTION 95. Non-admission and dismissal due to pregnancy outside marriage. – The Municipal Government shall ensure compliance of educational institutions on MCW mandate on the prohibition of expulsion and non-readmission of women faculty and turn out or refuse admission of a female student solely on account of her being pregnant outside marriage during her term in school. Necessary advocacy and information materials shall be disseminated to the public and to all schools within the municipality to ensure full compliance of the law.

SECTION 96. Equal Participation and Incentives in Sports – The municipal Government shall establish and strengthen programs for the participation of women and girl children in competitive and non-competitive sports. Likewise, women and girl children shall not be discriminated in terms of incentives or rewards. As such, no sports event or tournament will offer or award a different sports prize, with respect to its amount or value, to women and men, girls and boys in the same sports category.

SECTION 97. Preservation of Cultural Identity and Integrity - Preservation and enrichment of the cultural identity of indigenous persons shall always be incorporated in all GAD programs and projects of the Municipal Government as long as it is consistent with GAD Principles.

The Municipal Government through the M-GFPS and the GADCD shall formulate training programs for IP leaders to serve as trainers of Gender Sensitivity among the indigenous cultural communities to eventually remove traditional roles in marriage, family, community, political and economic life of men and women Mangyans and determine the gender issues and concerns that may be utilized in developing and implementing appropriate gender responsive programs and projects.

ARTICLE IX

WOMEN IN AGRICULTURE

Identifying the key roles of women and improving the design of programs and services that will lead to more equality and women's participation in the field of agriculture is the goal of the Municipality of Bongabong and this policy cited specific interventions to achieve the desired impact of the local government.

SECTION 98. Establishment of a Database of Farmers and Fisherfolks. - The Municipal Agriculture Office shall establish and maintain an updated database of farmers and fisherfolks that can be access for program development and policy making. From the regular data gathering and profiling process, the Municipal Agriculture Office shall regularly conduct sex disaggregation of data of farmers and fisher folks to include both the landowners and the farm laborers or workers.

All personnel of the Municipal Agriculture Office involved in the collection and gathering of data must be capacitated in administering gender sensitive surveys and interviews.

SECTION 99. Participation of women in agricultural work. – The LGU should adopt practices and women friendly technologies that will allow equitable participation of women and men in agricultural work, fund gender sensitivity trainings for farmers and agricultural land owners to remove the stereotype roles and the view that farming is an activity for males.

SECTION 100. Land development technologies. – The Municipal Government through the Municipal Agriculture Office shall formulate training plans on less labor intensive and environment friendly technologies that will encourage women's participation in agricultural trainings that will lead to increase utilization of women on new farm technologies and equipment. The LGU shall establish partnerships with educational institutions and other agencies in conducting researches and studies to identify technology and equipment appropriate to the specific and practical needs of both men and women.

SECTION 101. Incentive and Awards System for Women in Non-Traditional Field. - Together with the Women's EcoDev Division and the Municipal GFPS, the Municipal Agriculture Office shall develop and implement an incentive and awards system as venue to recognize the role of women in the farming and fishing industry. The award may be given as part of the programs of the annually held festival of the municipality.

ARTICLE X ENVIRONMENT AND NATURAL RESOURCES MANAGEMENT

As day-to-day environmental managers, it is the duty of the government to raise the level of women's participation in promoting environment conservation and environmental management and development, as such; the following shall be undertaken and ensured.

SECTION 102. Capacity Development on Environmental and Social Management – The LGU shall conduct capacity development activities on environmental and social management. Possible areas for capacity development include: disaster risk reduction and management, resources assessment and monitoring, occupational safety and health, gender analysis and environmental policies, among others. These can be done by initiating collaboration with national government agencies such as DENR, DOST and DOLE.

SECTION 103. Mainstreaming gender responsiveness in Eco-tourism Planning and Management- Aside from identifying ecotourism's potential of the Municipality of Bongabong, determine also the possible participation of women and men in the all the proposed eco-tourism projects and activities. Sex disaggregated data and gender related information in the area should be gathered and should be utilized in eco-tourism planning and management.

SECTION 104. Community- Based Environment Plans and Programs - The Municipal Government shall ensure the participation of women in environment and natural resources management at all levels. Women shall be accounted for as managers and not just users of natural resources, thus, the municipal government must ensure the women's active participation in local environment governing bodies such as the Local Solid Waste Management Board, Protected Area Management Board and the Municipal Fisheries and Aquatic Resources Management Council, where existent.

SECTION 105. Women's participation in all water-system related projects- In all water system-related projects, be it implemented by the municipal and barangay governments, participation of women in the planning, in all levels of decision-making as well as in implementation shall be ensured.

SECTION 106. Women's participation in solid waste management – The municipal government shall ensure that women participate in the formulation of strategies, development of technologies, and in the design of livelihood and capability building programs related to solid waste management. Furthermore, an orientation will be conducted to the applicants/owners during business registration or renewal of business permits and shall form part of the requirements for said registration.

ARTICLE XI
MAINSTREAMING GENDER RESPONSIVENESS
IN DISASTER RISK REDUCTION AND MANAGEMENT

The Municipal Government of Bongabong shall address particular needs of women from a gender perspective and ensure protection of women in times of calamities, disasters and other crisis situations especially in all phases of relief, recovery, rehabilitation and reconstruction efforts. It shall be the duty of the Municipal Government to strengthen the community to be adaptive to the calamitous and hazardous situations. The LGU shall develop and implement a gender responsive and rights based disaster risk reduction and management plan that will include the following:

SECTION 107. Pre-Disaster and resilience building.-To evade the impacts of hazards and other related disasters to which women and children are more vulnerable, the following shall be undertaken:

Prevention and Mitigation

- 107.1 Ensure that women owned enterprises are not located in disaster prone areas;
- 107.2 Ensure that women are represented in M/BDRRMC structure and are distributed in the different service committees to ensure their participation in decision-making processes;
- 107.3 Ensure that women are involved in the Hazard, Vulnerability and Capacity Assessment (HVCA) mapping;
- 107.4 Maintain an updated data and statistic on vulnerable group (e.g. women to include pregnant and lactating women, children, older people, disabled people, and people living with HIV/AIDS)
- 107.5 Ensure that women participate in the public awareness and education campaigns on disaster risk management and climate change adaptation;

Disaster Preparedness

- 107.6 Design an emergency response plan for vulnerable group, including women and children for search and rescue operations, evacuation management plan and rehabilitation plan;
- 107.7 Ensure that women participates in the formulation of disaster contingency plans;
- 107.8 Build the capacity of women in managing community-based early warning system (CB-EWS);
- 107.9 Involvement of women in capacity building activities to equip them with necessary skills and capabilities to cope with disaster emergencies;
- 107.10 Build the capacity of women in managing trauma and in providing psychosocial intervention to disaster victims; and
- 107.11 Train in providing first aid medical response to cases and incidents resulting from disasters.

SECTION 108. Mechanisms During disaster.- To meet the subsistence needs of the population at the onset of disaster, the following shall be ensured:

- 108.1 Prioritize vulnerable groups in search and rescue operations;
- 108.2 Maintain sex-disaggregated data about the vulnerable groups;
- 108.3 Provision of alternative sources of livelihood for women victims of disaster;
- 108.4 Provision of timely, adequate and culturally-appropriate relief goods and services such as food, water, sanitary packs, psychosocial support, education and comprehensive health services including implementation of the MISP, including protection during pregnancy; and
- 108.5 Provide a separate evacuation center for women and their children.

SECTION 109. Disaster Recovery and Rehabilitation. –In reassessing and reviving affected facilities, restructuring living conditions on its restoration and redirecting human resource development thrust for more resilient community, the following must be ensured as gender responsive interventions:

- 109.1 Involving women in the conduct of Damage Assessment & Needs Assessment (DANA) to ensure that women’s and children’s situation and specific need are well taken into account;
- 109.2 Involving women as participants of Food-for-Work and Cash-for-Work schemes in restoration work. This provides them with job and income opportunities which could ensure household’s food security and good health condition;
- 109.3 Involving women in the rehabilitation of the agricultural sector by providing them with training and agricultural inputs, including seeds and implements;
- 109.4 Psychosocial and stress debriefing interventions for women and children disaster victims; and
- 109.5 Equal access and control of women over water, sanitation, nutrition, food, shelter and health care for full recovery.

The Municipal Government of Bongabong as well as the 36 barangay governments shall ensure that portion of the 5% disaster risk reduction and management fund is allocated for meeting the special needs of the vulnerable group, especially women and children in the emergency and relief phase up to the recovery and rehabilitation stage. The barangay governments shall also appropriate a budget for disaster preparedness activities.

SECTION 110. Gender Responsive Evacuation Centers. - Camp managers shall ensure that evacuation centers and relocation sites are gender responsive and can prevent sexual violence, as such, the LGU shall ensure among others the following:

110.1 Security and safety of women and children as key criteria for the selection of evacuation sites;

110.2 Separate functional, well-lit and with lock latrines for men and women;

110.3 Bathing facilities with privacy;

110.4 Regular security patrols preferably by female police officers; and

110.5 Prohibition of alcohol, drugs and gambling

ARTICLE XII SPECIAL SECTORAL CONCERNS

SECTION 111. Advocacy on the Rights of Persons with Disability- Programs and projects shall be developed to promote the interest of women and men with disability and, at the same time, protect their rights to all opportunities for advancement. The municipal government, through the Municipal Engineer's Office, shall ensure that all educational and commercial buildings are provided with ramps and toilet facilities for persons with disabilities.

The Municipal Government shall ensure the implementation of the Magna Carta for Persons With Disability as indicated in Sections 32 to 33, Chapter 8, of RA 9442, granting privileges and incentives for persons with disability, as follows:

- i. Twenty percent (20%) discount from all establishments;
- ii. Minimum of twenty percent (20%) on admission fees;
- iii. At least twenty percent (20%) discount for the purchase of medicines;
- iv. At least twenty percent (20%) discount on medical and dental and professional fees;
- v. At least twenty percent (20%) discount on fare for domestic air, sea travel, public railways, skyways and bus fare for the exclusive enjoyment of persons with disability;
- vi. Education assistance to persons with disability;
- vii. To the extent practicable and feasible, the continuance of the same benefits and privileges given by the Government Service Insurance System (GSIS), Social Security System (SSS), and PAG-IBIG, as the case may be, as are enjoyed by those in actual service;
- viii. To the extent possible, the government may grant special discounts in special programs for persons with disability on purchase of basic commodities, subject to guidelines to be issued for the purpose by the Department of Trade and Industry (DTI) and the Department of Agriculture (DA); and
- ix. Provision of express lanes in all commercial and government establishments; in the absence thereof, priority shall be given to them.

The above-mentioned privileges are available only to persons with disability who are Filipino citizens upon submission of any of the following as proof of his or her entitlement thereto:

- i. an identification card issued by the municipal mayor or the Punong Barangay of the place where he or she resides; or
- ii. a certification issued by the Municipal Mayor or the Punong barangay of the place where he or she resides.

SECTION 112. Organization of Elderly Women and Men (Senior Citizens) - The Municipal and Barangay Government units shall endeavor to include a representation of the elderly women and men in the Municipal and Barangay Development Council.

The Municipal Government as well as its 36 barangay governments shall establish Council of Senior Citizens. They shall endeavor to allocate funds for livelihood assistance to senior citizens, routine physical check-up, social group work programs and other appropriate socio-economic activities.

The Municipal Government shall endeavor to establish a center for abandoned and neglected senior citizens to provide them with comprehensive support services, in cooperation with the Provincial, Regional and National Social Welfare and Development Offices and other concerned agencies.

The municipal government shall ensure the implementation of RA 9994 otherwise known as the “Expanded Senior Citizens Act of 2010), and as such senior citizens shall be granted the following:

- i. Twenty percent (20%) discount from all establishments;
- ii. Minimum of twenty percent (20%) on admission fees;
- iii. Income Tax exemption;
- iv. Exemption from training fees;
- v. Medical and dental privileges in government facilities;
- vi. Medical and dental privileges in private facilities;
- vii. Public Land Transportation privileges;
- viii. Educational privileges;
- ix. free vaccination against the influenza virus and pneumococcal disease for indigent senior citizen patients;
- x. Provision of express lanes in all commercial and government establishment in the absence thereof , priority shall be given to them;
- xi. Minimum of five percent (5%) utility discounts e.g. water, electricity, etc; and

- xii. Minimum of two thousand pesos (Php 2,000.00) death benefit assistance to be given to the nearest surviving relative

The above mentioned privileges are available only to Filipino senior citizens upon submission of any of the following as proof of his or her entitlement thereto.

- i. an identification card issued by the Office of the Senior Citizen Affairs (OSCA) of the place where the senior citizen resides: Provided, That the identification card issued by the particular OSCA shall be honored nationwide;
- ii. the passport of the senior citizen concerned; or
- iii. other documents that establish that the senior citizen is a citizen of the Republic and is at least sixty (60) years of age as further provided in the implementing rules and regulations.

SECTION 113. Solo Parent - The municipality shall ensure support to a solo parent, regardless of status, equal access to economic and other services which include livelihood, provision of seed capital, job placement, value orientation, basic business skills, trainings, educational benefits for them and their children and medical assistance.

To address the needs of Solo Parents, the municipal government shall set aside an annual budget for programs, projects and activities that would promote the interest of solo parents.

The municipal government shall ensure that solo parents are not deprived from enjoying their rights and privileges as follows:

113.1 Comprehensive Package of Social Development and Welfare Services such as:

- a. Livelihood development services;
- b. Counseling services;
- c. Parent effectiveness services;
- d. Critical incidence stress debriefing; and
- e. Special projects for individuals in need of protection

113.2 Flexible Work Schedule;

113.3 No Work Discrimination – no employer shall discriminate against any solo parents employee with respect to terms and conditions of employment on account of his or her status;

113.4 Parental Leave – in addition to leave privileges under existing laws, parental leave of not more than seven (7) working days every year shall be granted to any solo parent employee who has rendered service of at least one (1) year

SECTION 114. Nondiscrimination of lesbians, gays, bisexuals, and transgender. - It shall be regarded a violation of human rights to discriminate against any person on the basis of her/his sexual preference with respect to participation in municipal development programs and projects, and/or other family or community activities and in their access to employment, health, livelihood, education and others.

ARTICLE XIII GENDER IN INFRASTRUCTURE PROJECTS AND FACILITIES

SECTION 115. Infrastructure Development. - All government and private offices, clinics/hospitals and other buildings and establishments shall integrate specific needs of women in its infrastructure development. Separate toilet rooms and lavatories for men and women and for persons with disability shall be established. The Municipal Engineer should have gender-based considerations other than cost and availability of materials, affordability and durability in construction of buildings and other infrastructures including road building programs. All infrastructural projects to be implemented in the municipality, accessibility and easy mobility of women and children shall also be taken into consideration.

Likewise, all building and structures including LGU managed and owned facilities shall be designed in a manner that helps prevent sexual harassment and sexual abuse. As such, prior the issuance of building permits, occupancy permit, and the like, the building official or the Municipal Engineer shall ensure that building and structural plans and designs submitted are gender responsive.

In view of the foregoing, the LGU shall also ensure that building officials including the building inspector, where existent, and the Municipal Engineer, are capacitated on GAD and in assessing gender responsiveness of infrastructure projects and facilities. The LGU through the GFPS may utilize the HGDG Tool Sector Specific checklist for Infrastructure Projects or develop a tool or set of criteria to ensure gender responsiveness of infrastructure projects.

SECTION 116. Integration of GAD in the local government's development plan. The municipal and barangay local government shall ensure that all projects funded by the 20% development fund are responsive to the specific needs of both men and women. Gender responsiveness of the project will be one of the criteria in identifying priority infrastructure projects to be funded. The HGDG Infrastructure Checklist may be utilized to assess the project's gender perspective.

CHAPTER III SPECIAL EVENTS AND ACTIVITIES

SECTION 117. One Stop Shop Business and Organization Registration. The Municipal Government shall set up every January a One Stop Shop to assist women and women's organizations in formalizing their enterprises and registration of their organizations. The Municipal Treasurer's Office shall coordinate with concerned local and national government agencies in the implementation of this activity.

SECTION 118. Observance of Women's Month/Day - The Municipality of Bongabong as per Proclamation No. 224 shall, together with the United Nations, observe with appropriate rites and activities in observance of the International Women's Month/Day on March 8 of every year. Towards this, the LGU shall initiate programs and activities that would promote women's rights, including the holding of Municipal Women's day celebration, trade fairs, symposia, fora and other relevant activities. There shall be coordinated municipal and barangay level activities to be conducted, for women to be highlighted. The GADCD shall spearhead and coordinate various offices and agencies in the celebration of this activity.

SECTION 119. Conduct of Women Economic Empowerment Investment Forum (WEE Invest Forum). - The LGU shall regularly sponsor a multi-stakeholder consultation among national government agencies, women microentrepreneur groups, individual WMEs and other business providers at any day on the month of March and shall be held annually. The Women's Ecodev Division Head shall spearhead to convene different national government agencies, non-government organizations, academe and even private institutions to collaborate existing policies, programs, projects and services that can respond to the issues and needs of the women in Bongabong.

SECTION 120. 18 Day campaign for the Elimination of Violence against Women and Children (VAWC). - The local government through the GADCD shall coordinate with PCW and participate in the 18 day campaign to end VAW. The municipal government shall organize various events and activities to educate residents about violence against women and children every November 25 – December 12. All barangays, agencies, private institutions, educational institutions and civil society organizations are enjoined to participate in all campaign-related activities.

CHAPTER IV GAD INSTITUTIONAL MECHANISMS

As front-liners in service delivery, the Local Government Unit of Bongabong is mandated to develop and implement GAD related laws, policies and programs in promoting gender responsive

and good governance. As a strategy, the LGU shall pursue gender mainstreaming in the locality. As such, the following mechanisms and processes should be in place:

ARTICLE I GAD FOCAL POINT SYSTEM

SECTION 121. GAD FOCAL POINT SYSTEM (GFPS) - In order to carry out the general objectives of this Code, there shall be created a council which shall be called the GAD Focal Point System of Bongabong or the GFPS. The LGU shall continuously strengthen the municipal GFPS to accelerate gender mainstreaming in the locality. Barangays also of the locality are mandated to establish and strengthen their respective GFPS.

All members of the GFPS shall undergo capacity building programs on GAD which shall include but not be limited to: gender sensitivity training (GST), gender responsive planning and budgeting, gender analysis, gender audit and Orientation on GAD tools such as the Gender Mainstreaming Evaluation Framework (GMEF), Gender Responsive LGU Ka Ba (GERL Ka Ba) Self-Assessment Tool, Harmonized Gender and Development Guidelines (HGDG) and other succeeding GAD tools.

SECTION 122. Composition of the GFPS. – The GFPS shall be composed of the following:

EXECOM

Chairperson:	Municipal Mayor
Vice-Chairperson:	Municipal Vice-Mayor

Members:

- Sangguniang Bayan Chairperson - Committee on Women
- Sangguniang Bayan Chairperson – Appropriations Committee
- Sangguniang Bayan Chairperson – Education Committee
- Sangguniang Bayan Chairperson – Health Committee
- Sangguniang Bayan Chairperson – Environment and Agriculture
- Association of Barangay Captains President
- President of the Local Council of Women or any other organized and accredited women’s group
- Municipal Social Welfare and Development Officer
- Municipal Planning and Development Coordinator
- Representatives from the Department of Education
- Municipal Local Government Operations Officer
- Municipal Health Officer

Personnel Officer
Women's Economic Development Division Head
Municipal Agricultural Officer
Municipal Engineer
PNP in charge of the Women and Children's Desk
Local Finance Committee

TECHNICAL WORKING GROUP

Key staff from various LGU offices/departments or committees represented in the GFPS
Execom
Representative from the LCE's office
Members of private sector, academe, and CSO

The GFPS TWG Chairperson shall be elected from among the GFPS TWG members. The GFPS TWG Chair shall be made official through the issuance of a Memorandum duly signed by the LCE and endorsed by his or her immediate supervisor or concerned LGU Department Head. The TWG Chairperson shall have the duty to sign the Annual GAD Plan and GAD Accomplishment Report of the LGU which should be duly approved by the LCE.

SECRETARIAT

The GAD Concerns Division (GADCD) shall serve as Secretariat of the GFPS to assist the TWG in the performance of their roles and responsibilities, specifically on the provision of administrative and logistical services; preparation of meeting agenda; and documentation of GFPS' meetings and related GAD activities.

SECTION 123. Membership in the GFPS- All members of the GFPS shall be appointed by the Municipal Mayor, provided, however, that if there is a need for additional members, the inclusion or addition of members shall be decided by the majority of the members of the GFPS. Provided furthermore, that any member can be removed from the roster of members upon the decision of the majority of the council members.

In the event of change in local administration, the remaining members of the GFPS Execom and TWG shall facilitate the immediate reconstitution of the GFPS and the conduct of GST and other GAD competency development activities for newly elected officials.

SECTION 124. Roles and Responsibilities of the GFPS - The GFPS shall perform all mandated tasks and functions set forth in the PCW DILG DMB NEDA Joint Memorandum Circular 2013-01 on the Guidelines on the Localization of the Magna Carta of Women.

SECTION 125. GFPS Meetings – The members of the GFPS Execom with the TWG Chairperson shall regularly meet once every last Wednesday of every quarter of the year or any day as may be agreed upon by the group. At the same time, GFPS TWG members shall meet once every two months to prepare plans and reports to be presented to the GFPS Execom.

ARTICLE II GAD DATABASE

SECTION 126. Establishment of LGU’s GAD Database. The Municipal Government through the Municipal Planning and Development Office shall spearhead the setting up and maintenance of a GAD database. The GAD database will serve as basis in performance-based gender-responsive planning, programming and policy formulation, program designing and decision making of the LGU management.

All offices of the Municipal Government must regularly submit an updated sex and age disaggregated data to the Municipal Planning and Development Office for consolidation and management. Capacities of the MPDO and the GFPS to generate gender statistics, age and sex disaggregated data and other GAD related information based from primary and secondary sources of data shall be built. The GFPS and MPDO shall provide technical assistance to barangays in the establishment of GAD database.

From the regular data gathering and profiling process, all agencies in the locality shall conduct sex and age disaggregation of data. Likewise, offices involved in the data collection process must ensure that their enumerators, surveyors and interviewers are gender sensitive in facilitating the process.

The M-GFPS shall have full access in the LGU’s GAD database for data processing, analysis, updating and maintenance. The GAD database shall aid the LGU in conducting gender analysis. The MPDO shall ensure that information resulting from gender analysis shall be considered and integrated into the LGU’s GAD Plan and Budget, Annual Investment Program and gender responsive CLUP, CDP and ELA.

ARTICLE III GAD MAINSTREAMING

SECTION 127. Harmonized Gender and Development Guidelines. It shall be the duty of the GAD Focal Point System (GFPS) to ensure that the LGU regularly conduct a gender analysis of their programs and projects through the administration of the Harmonized Gender and Development Guidelines (HGDG) to gradually increase the gender-responsiveness of LGU programs and projects, the LGU may attribute a portion or whole of their budgets to the GAD

budget supporting gender-responsive PPAs. Results of HGDG assessment of LGU PPAs shall be handed over to the GADCD for consolidation and inclusion in GAD annual reports.

SECTION 128. Mainstreaming GAD in all training modules to be used by the LGU. - All offices with capacity building/training programs shall ensure the design and mainstreaming of gender sensitivity and human rights in all modules to be used in LGU training programs. The training programs and modules developed shall be periodically reviewed by the GFPS to ensure effectiveness.

SECTION 129. Use of gender fair languages. - All personnel involved in the preparation and formulation of official documents, policies, communications, memoranda, images and other issuances shall make use of gender fair languages.

SECTION 130. Continuous Review of the Gender-Responsiveness of Laws and Policies - The Municipal Government shall encourage the continuous review of local laws and policies with the end in view of detecting and eliminating all forms of discrimination on the basis of sex and provisions that are gender-based.

ARTICLE IV GAD CONCERNS DIVISION

SECTION 131. GAD Concerns Division (GADCD). - There shall be established a GAD Concerns Division under the direction and supervision of the Mayor's Office. The GADCD will serve as the coordinative, regulatory and monitoring body for all the GAD efforts of the local government. The Local Chief Executive shall issue appropriate designation or upon availability of fund appoint personnel to maintain the operation of

the Division. The LCE shall ensure that all personnel to be designated/appointed in the GAD Concerns Division are technically and fully capacitated on GAD. The GADCD along with the Municipal GAD Focal Point System will play the major role in the gender mainstreaming efforts of the LGU. It has policy/program formulation functions, planning and budgeting, advocacy, coordinative and monitoring functions on GAD. Specifically, the GADCD shall perform the following functions and responsibilities:

- 131.1 Provide technical assistance to the GFPS in the preparation of GAD Plans and Budget, GAD Accomplishment Reports and gender responsive policies;
- 131.2 Implements policies, projects, programs and activities on GAD (e.g. Conducts gender sensitivity education and campaigns in barangays; GAD advocacy programs and

- trainings) including GAD special events like the Women's Month Celebration, the 18 day Campaign to End VAW and all special events stated in this Code;
- 131.3 Recommends policies, projects, programs and activities on GAD;
- 131.4 Coordinates with different NGAs, LGUs, private sector and the MGFPS to deliberately integrate and mainstream gender dimensions in various development processes and programs;
- 131.5 Serves as Secretariat of the Municipal GAD Focal Point System;
- 131.6 If needed, provide technical assistance to the barangay governments in the formulation of their gender responsive plans and budgets;
- 131.7 Facilitate regular workshops to review LGU's programs to measure its gender responsiveness using the Harmonized Gender and Development Guidelines tool;
- 131.8 Serves as Secretariat of various GAD related councils including the Municipal Inter Agency Council Against Trafficking and Violence Against Women and Children (MIACAT-VAWC);
- 131.9 Monitor and regulate beauty contests and other fund raising initiatives and other activities that portray women as commodities;
- 131.10 In coordination with the M-GFPS, issue special permits and/or certification related to the stated function in Section 129.9 of this Code;
- 131.11 Initiate conduct of activities to orchestrate building strong partnerships with women's groups, other government agencies and instrumentalities, academe, private institutions and local communities to strengthen GAD programs and advocacy; and
- 131.12 Recommend to the LCE in recognizing outstanding GAD achievements of individuals and organizations.

The said division shall be provided an annual budget in carrying out its mandated functions.

ARTICLE V GAD INFORMATION

SECTION 132. Development of IEC materials on GAD. - The Municipal Government shall develop and make available information, education and communication (IEC) materials on their specific programs, services and funding outlays on women's empowerment and gender equality. These information shall be translated in the local language and disseminated to the public, especially in remote or rural areas. Likewise, the same shall be posted in the LGU's GAD corner.

SECTION 133. GAD Documentation. In line of further enhancing and strengthening efforts on promoting and mainstreaming GAD in the municipality, all service providers and implementers of GAD activities shall ensure that these activities, best practices and lessons learned are well documented. Documentation and activity reports must be submitted and made part of the requirements in the liquidation process of such activity. These documents must be forwarded to the GADCD for use in reporting and planning purposes.

SECTION 134. Establishment of a Gender and Development Corner. – Allgovernment agencies, departments and entities within the municipality shall set up a GAD corner in their respective places. Information and updates related to gender and development, gender issues, LGU initiated GAD activities and knowledge products shall be posted in the GAD Corner and be made available to the constituency. The GADCD shall maintain the GAD corner and ensure that all GAD related activities documentation, calendar of events, appropriation and utilization of GAD budget, GAD press releases and other related information and knowledge products must be posted in the LGU’s GAD Corner.

Also, a GAD microsite which can be link to the LGU’s website shall be developed, updated and be made accessible.

CHAPTER V PENAL PROVISIONS

SECTION 135. Violation of Section 29. Wage and Benefits for Women. - Private employers who will violate Section 29 of the GAD Code shall be held liable in accordance with penal provisions under the Labor Code.

SECTION 136. Violation of Section 30. Prohibition on gender based discrimination. - Violations by private employers shall be penalized as prescribed by the Court in accordance with the penal provisions under the Labor Code. The government unit or agency head of office who violates this Code shall also be held administratively liable.

SECTION 137. Violation of Section 31. Discrimination against getting married. - Any employer, head of office or any individual with direct and due influence in employment of a woman employee who violates Section 31 of this Code shall be penalized in accordance with the penal provisions of the Philippine Labor Code. The government unit or agency head of office who violates this Code shall also be held administratively liable.

SECTION 138. Violation of Section 32. Maternity Leave benefits. - Any employer who violates Section 32 of this Code shall be penalized in accordance with the penal provisions of the Philippine Labor Code.

SECTION 139. Violation of Section 36. Orientation on Sexual Harassment. Any person or employer/owner of any establishment which fails to comply with this provision shall pay a fine of not less than One Thousand Pesos (Php 1,000.00) and not more than Two Thousand Five Hundred Pesos (Php 2,500.00)

SECTION 140. Violation of Section 37. Setting up of a Grievance Machinery. – Any person or employer/owner of any establishment which fails to comply with this provision shall pay a fine of not less than One Thousand Pesos (Php 1,000.00) and not more than Two Thousand Five Hundred Pesos (Php 2,500.00)

SECTION 141. Violation of Section 40. Women in the Entertainment Industry. - Violation of private employers of Section 40 of this Code shall be subjected to a fine of Two Thousand Five Hundred Pesos (Php 2,500.00) or cancellation of business permit, or both, at the discretion of the court.

SECTION 142. Violation of Section 42. Regular Medical Routine Check-up. Violation of private employers of Section 42 of this Code shall be subjected to a fine of Two Thousand Five Hundred Pesos (Php 2,500.00) or cancellation of business permit, or both, at the discretion of the court.

SECTION 143. Violation of Section 43. Police Operations in Entertainment Establishment. Police officers found guilty of violating Section 43 of this Code shall be subjected to an administrative sanction/action.

SECTION 144. Violation of RA 9262. - The crime of Violence Against Women and their children shall be punished under Republic Act No. 9262 or the Anti-violence against Women and Children Act of 2004.

SECTION 145. Violation of RA 7877. - Any person found guilty committing prohibited acts under Section 46 of this Code shall be penalized in accordance with Republic Act No. 7877 or the Anti-Sexual Harassment Act of 2005.

SECTION 146. Violation of RA 8353. - Penalties for committing rape shall be punished under Republic Act No. 8353 or the Anti Rape Law of 1997.

SECTION 147. Violation of RA 9208. - Any person found guilty of committing trafficking in persons shall be penalized in accordance with Republic Act No. 9208 or the Anti Trafficking in Persons Act of 2003.

SECTION 148. Violation of Section 52. Commercial Exploitation of Women/Men and Girls/Boys. - Any person or commercial establishment found guilty of exploiting women, men, girls and boys as prohibited under Section 52 of this Code shall be subjected to any or all of the following penalties:

146.1 Payment of fine of Two Thousand Five Hundred Pesos (Php 2, 500.00);

- 146.2 Cancellation of business permit;
- 146.3 Permanent closure of the establishment; and/or
- 146.4 Imprisonment of six (6) months.

SECTION 149. Violation of Section 53. Portrayal of Women as Commodities. - Those who initiate the conceptualization and implementation of beauty contests and other fund raising activities which tend to commodify, abuse, humiliate and treat other persons, especially women and homosexuals as sex objects shall be subjected to a penalty consisting of the following:

For business entities

- 149.1 Cancellation of business permit; and
- 149.2 Fine of Two Thousand Five Hundred Pesos (Php 2,500.00)

For representatives of agencies, departments or units of the Local Government of Bongabong:

- 149.3 Suspension for one month without pay;

For educational institutions, charity or welfare organizations

- 149.4 Cancellation of license to operate; and
- 149.5 Fine of Two Thousand Five Hundred Pesos (Php 2,500.00)

SECTION 150. Violation of Section 58. Government physicians to handle gender based offenses. Any government physician found guilty of violation of Section 58 of this Code shall be held administratively liable and as such shall be suspended for one month without pay.

SECTION 151. Violation of Section 95. Non-admission and dismissal due to pregnancy outside marriage. Administrators of educational institutions found guilty of Section 95 of this Code shall be subjected to any or all of the following penalties:

- 151.1 Cancellation of the school's license to operate;
- 151.2 Payment of a fine of Two Thousand Five Hundred Pesos (Php 2,500.00);
- 151.3 Imprisonment of not more than six (6) months; and/or
- 151.4 Penalties set forth under RA 9710

SECTION 152. Violation of Section 114. Nondiscrimination of gays, lesbians, bisexuals, and transgenders.- Any person found guilty of discriminating gays, lesbians, bisexuals and transgender with respect to their participation in municipal development programs and projects,

and/or other family or community activities and in their access to employment, health, livelihood, education and others shall pay a fine of Two Thousand Five Hundred Pesos (Php 2,500.00) and/or imprisonment of six) 6 months.

CHAPTER VI –PROVISIONS FOR IMPLEMENTATION, MONITORING AND EVALUATION

ARTICLE I Implementation

SECTION 153. Translating the Code into Plans. - This Code shall be use as reference of the Municipal GAD Focal Point System in the formulation of GAD agenda and targets that may be reflected in the LGU's Comprehensive Development Plan (CDP), Local Development Investment Program (LDIP), Annual Investment Program (AIP) and other sectoral and development plans. Likewise, in the process of GAD Planning and Budgeting of the LGU, this Code shall serve as one of the references.

SECTION 154. Participatory Governance. - It shall be the role of the Municipal GAD Focal Point System, Barangay GAD Focal Point System, GADCD, civil society groups, concerned agencies, institutions and organization to ensure effective implementation of this Code.

Partnerships and linkages with various groups and institutions, civil society organizations, the public and private sectors shall be pursued.

SECTION 155. Role of the Sangguniang Bayan. - Prior the approval of the municipal's annual budget, the Sangguniang Bayan shall ensure translation of the provisions of this Code into programs, project and activities through budget appropriations.

SECTION 156. Role of the Sangguniang Barangay. - Prior the approval of the barangay's annual budget, the Sangguniang Barangay shall ensure translation of the provisions of this Code into programs, project and activities through budget appropriations.

ARTICLE II Monitoring and Evaluation

SECTION 157. GAD Code Monitoring Indicators. - Upon effectivity of this Code, the M-GFPS with the assistance of the GADCD shall develop the GAD Code Monitoring indicators and tool which will be used in monitoring progress of implementation of this Code.

SECTION 158. Monitoring and Evaluation Team. - The GFPS Monitoring and Evaluation Team shall be established to monitor progress of implementation of this Code and shall

submit an annual assessment report reflecting the successes, challenges and gaps encountered along the process to the Provincial GAD Focal Point System, the Department of Interior and Local Government and the Philippine Commission on Women.

Membership shall adhere to the minimum membership required as per PCW-DILG-DBM-NEDA JMC 2013-01.

ARTICLE III

Budget

SECTION 159. Annual Gender and Development Budget. - As provided in PCW DILG DBM NEDA Joint Memorandum Circular 2013-01, RA 9710, General Appropriations Act and in Chapter II Article XIII of this Code, the municipal and barangay local government shall allocate at least 5% of its Annual Budget on GAD programs, projects and activities. The same allocation shall also be used for the purpose of effective implementation of this Code.

ARTICLE IV

Rules and Regulations

SECTION 160. Formulation of the Implementing Rules and Regulations. - Upon approval of this Code, an Executive Committee shall be created and tasked to formulate the Implementing Rules and Regulations of the Gender and Development Code of Bongabong, Oriental Mindoro. Said committee shall be composed of official representatives of various departments, agencies, institutions, women's organizations, CSOs and private sector and must be convened periodically throughout the whole duration of the formulation process.

CHAPTER V –FINAL PROVISIONS

ARTICLE I

Final Clauses

SECTION 161. Separability Clause - If any portion or provisions of this Code is declared unconstitutional or invalid by virtue of national laws, the other sections or provisions hereof shall continue to be in full force and effect.

SECTION 162. Repealing Clause - Any provisions of other municipal ordinances which run in conflict with the provisions of this code are hereby repealed or modified.

SECTION 163. Supplementary Clause - On matters not provided for in this Code, existing applicable laws and their corresponding implementing rules and regulations, executive orders and relevant issuances thereafter shall also become part of this Code.

SECTION 164. Effectivity Clause - This Code shall take effect upon compliance with the mandatory posting and publication requirements prescribed under Republic Act No. 7160, otherwise known as the Local Government Code 1991.

Certified true:

Atty. EDUARDO M. MAGSINO
Secretary to the Sanggunian

Attested:

ALFONSO A. MONTALBO, DMD
Vice-Mayor/Presiding Officer

Approved:

HERCULES A. UMALI
Municipal Mayor
Date: _____