



**PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS**  
(National Headquarters Philippine Coast Guard)  
139 25<sup>th</sup> Street, Port Area  
1018 Manila

NHQ-PCG/GADC

14 June 2024

**STANDING OPERATING PROCEDURE  
NUMBER 13-24**

**RECONSTITUTION OF THE PHILIPPINE COAST GUARD'S GENDER  
AND DEVELOPMENT (GAD) FOCAL POINT SYSTEM**

**1. AUTHORITY**

- A. Republic Act No. 9993 or the Philippine Coast Guard Law of 2009, and its Implementing Rules and Regulations (IRR);
- B. Republic Act No. 9710 or the Magna Carta of Women; and
- C. Republic Act No. 7192 or the Women in Development and Nation Building

**2. REFERENCES**

- A. Headquarters Philippine Coast Guard (HPCG) Circular Number 01-13 Amendment 01-16 dated 01 September 2016 entitled Amendment to HPCG Circular 01-13 dated 13 February 2013; Subject: Creation of the PCG Gender and Development (GAD) Focal Point System of the Philippine Coast Guard (PCG) Gender and Development (GAD) Focal Point;
- B. HPCG Circular Number 01-13 dated 13 February 2013, entitled "Creation of the PCG Gender and Development (GAD) Focal Point System";
- C. Joint Circular Number 2012-01 of Philippine Commission on Women (PCW), National Economic and Development Authority (NEDA) and Department of Budget and Management (DBM); Subject: Guidelines for the Preparation of Annual GAD Plan and Budget and Accomplishment Report to Implement the Magna Carta for Women;
- D. Memorandum Circular No. 2011-01 dated 21 Oct 2011 of the Philippine Commission on Women (PCW); Subject: Guidelines for the Creation, Strengthening and Institutionalization of the Gender and Development (GAD) Focal Point System;
- E. HPCG Circular Number 09-10 dated 17 June 2010, entitled "Creation of the PCG Gender and Development (GAD) Focal Point"; and



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- F. HPCG Circular Number 04-03 dated 25 August 2003, entitled "Creation of the PCG Gender and Development (GAD) Focal Point".

### 3. RATIONALE

In line with Republic Act No. 7192 and Republic Act No. 9710, the Philippine Coast Guard (PCG) in Section 4.1 of the IRR of RA 9993 is mandated to mainstream gender sensitivity in all its planning activities, setting of priorities, allocating of resources, policy decision-making and identifying actions and activities in relation to all existing laws relative to Gender and Development (GAD). It further obliges the PCG to establish a GAD Focal Point to plan, monitor, coordinate, assess and evaluate GAD-related activities and programs.

### 4. PURPOSE

To provide reorganization and enhancement of the Gender and Development Focal Point System guidelines, fortifying its authority, roles, composition and structure. This empowers it as a catalyst for gender mainstreaming in the Command, promoting Gender Equality and Women's Empowerment. The initiative aims to overcome challenges, formulate strategic initiatives and reshape the agency's culture to promote gender equality, inclusivity and empowerment for all PCG personnel.

### 5. DEFINITION OF TERMS

- A. **GAD Focal Point System** – is an interacting and interdependent group of people in all government instrumentalities tasked to catalyze and accelerate gender mainstreaming. It is a mechanism established to ensure and advocate for, guide, coordinate and monitor the development, implementation, review and updating of GAD plans and GAD-related programs, activities and projects (PAPs).
- B. **GAD Plan and Budget** – is a systematic approach to gender mainstreaming, carried out by all government instrumentalities, through the annual development and implementation of programs, activities and projects and addressing gender issues and concerns in their respective organizations, sectors and constituencies by utilizing at least 5% of their total budget allocation.
- C. **Gender** – refers to socially determined ideas and practices of what it is to be female and male.
- D. **Gender Analysis** – refers to a framework to compare the relative advantages faced by women and men in various spheres of life, including the family, workplace, school, community and political system. It also takes into account how class, age, race, ethnicity, culture, social and other factors interact with gender to produce discriminatory results.
- E. **Gender and Development (GAD)** – refers to the development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potentials. It seeks to achieve gender equality as a



fundamental value that should be reflected in development choices and contends that women are active agents of development, not just passive recipients of development.

- F. **Gender Audit** – refers to a form of “social audit” or “quality audit” that determines whether the organization’s internal practices and related support systems for gender mainstreaming are effective, reinforcing each other and are being followed. This tool or process assists organizations in establishing a baseline, identifying critical gaps and challenges and recommending ways of addressing them.
- G. **Gender Equality** – refers to the principles asserting the quality of women and men and their rights to enjoy equal conditions realizing their full human potential to contribute to and benefit from the results of development and with the State recognizing that all human beings are free and equal in dignity and rights.
- H. **Gender Equality and Women’s Empowerment Framework (GEWEF)** – Gender equality and women’s empowerment are attained through an interconnected cycle of strategies and interventions progressing along five levels: welfare, access, conscientization (consciousness-raising), participation and control.
- I. **Gender Mainstreaming** – refers to the strategy for making women’s as well as men’s concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of policies, programs and projects in all social, political, civil and economic spheres so that women and men benefit equality. It is the process of assessing the implications for women and men of any planned action, including legislation, policies or programs in all areas and at all levels.
- J. **Gender Sensitivity** – Encompasses the ability to acknowledge and highlight existing gender differences, issues and inequalities and incorporate these into strategies and actions.
- K. **Performance-Based Budgeting** – is an approach to budgeting which involves a review of the agencies’ existing budgetary programs and projects to ensure that this supports their core mandated functions and produces targeted outcomes and outputs.
- L. **Programs, Activities and Projects** – assessed using all five levels as parameters and these are redesigned to address the welfare, access, conscientization, participation and control levels for them to truly advance gender equality and women’s empowerment.
- M. **Rights-Based Approach** – refers to the recognition of every human being both as a person and as a right-holder. It strives to secure the freedom, well-being and dignity of all people, everywhere, within the framework of essential human rights standards, principles, duties and obligations.



- N. **Women's Empowerment** – is a goal of and an essential process for women's advancement. It is a process and condition by which women mobilize to understand, identify and overcome gender discrimination to achieve equality in welfare and equal access to resources. In this context, women become agents of development and not just beneficiaries enabling them to make decisions based on their own views and perspectives.

## 6. GENERAL GUIDELINES

- A. The Commandant, PCG shall issue appropriate directives to institutionalize the reorganization of the GAD Focal Point System (GFPS) in the PCG.
- B. The tasks and functions of the members of the GFPS shall form part of their regular key result areas and work plans and shall be given due consideration during performance evaluation.
- C. The Command shall develop GAD capacity development programs that support continuing gender education, updating and enhancing skills customized according to the functions of the GFPS, to be integrated in the personnel program and Human Resource Development Plan. These capacities develop programs may include counseling, gender sensitivity, gender analysis, gender-responsive policy, gender-responsive planning and budgeting, and gender audit, among others.
- D. A gender perspective should likewise be integrated in all the training programs of the Command, as well as during the initial stage of every planning process and implementation of each activity, and in the everyday performance of PCG mandates.
- E. The Command through Coast Guard Gender and Development Center shall conduct monitoring and evaluation of all PCG Unit's GFPS annually and shall undertake measures to address possible issues hindering the performance of their functions in accordance with the Magna Carta for Women and other GAD-related laws, policies and plans.
- F. All PCG Units shall allocate at least 5% of funds for programs, activities and projects to support the organization, management and operations of the GFPS, to be charged to their respective budget (**Annex A**).

## 7. COMPOSITION

- A. The PCG GAD Focal Point System shall be composed of the PCG GAD Focal Point, the Executive Committee, the Technical Working Group (TWG), the Secretariat and Focal Point System in the Central Staff, Functional, Admin Support, Special Service Command, PCG Technical Command and PCG Districts (**Annex B**).
- B. The Commandant, PCG shall be designated as the PCG GAD Focal Point Executive Committee Chairperson.

C. The **PCG GAD Executive Committee** shall compose the following:

**C.1 National Headquarters Level**

Commandant, Philippine Coast Guard	Chairperson
Deputy Commandant for Operations, PCG	Vice-Chairperson
Commanders of Functional Commands	Members
Commanders of Admin Support Commands	Members
Commanders of Operational Support Commands	Members
Commanders of Special Services Commands	Members
Commanders of Technical Commands	Members
District Commanders	Members

**C.2 PCG Major Command Level (Functional/ Admin Support/ Operational Support/ Special Services/ Technical/ Districts)**

Commanders of Respective Major Command	Chairperson
Deputy Commanders of Respective Major Command	Vice-Chairperson
All Sub-Unit Commanders/ Commanding Officers of Respective Major Command	Members

**C.3 PCG District Level**

District Commanders	Chairperson
Deputy District Commanders	Vice-Chairperson
All Station Commanders under respective District	Members

D. The **Technical Working Group** shall compose the following:

**D.1 National Headquarters Level**

Deputy Commandant for Administration, PCG	Chairperson
Chief of Coast Guard Staff	Vice-Chairperson
All Heads of the Central Staff	Members

**D.2 Sub-Unit of PCG Major Command Level**

Sub-Unit Commander	Chairperson
Deputy Commander of respective Sub-Unit	Vice-Chairperson
OIC of all Branches or Divisions of respective Sub-Unit	Members

**D.3 CG Station Level**

Station Commander	Chairperson
Asst. Station Commander of respective Station	Vice-Chairperson
All Sub-Station Commanders of respective Station	Members



#### D.4 CG Office Level

Deputy Chief of CG Staffs	Chairperson
Assistant Deputy Chief of CG Staffs	Vice-Chairperson
All Branch OICs of Respective Central Staff	Members

#### D.5 CG Sub-Station Level

Sub-Station Commander	Chairperson
Asst. Sub-Station Commander of respective Sub-Station	Vice-Chairperson
All Members of respective Sub-Station	Members

- E. The GAD Focal Point Secretariat of NHQ-PCG shall be appointed and shall hold office at the Coast Guard Gender and Development Center (CGGADC). The Statistics Officer of DC of CGS for Human Resource Management, CG-1 shall be assigned as the responsible person in the PCG GAD Data Base System, which shall form part of the Secretariat. The Secretariat of Commands, Districts, Stations and Offices shall be the personnel assigned at HRMU or Admin Branch/ Division.

#### E.1 National GAD Secretariat Level

Director, CGGAD Center	Head Secretariat
Assistant Director, CGGAD Center	Asst. Head Secretariat
OIC of respective CGADC Division	Members
OIC, Statistics Division of DC of CGS for HRM, CG-1	Member

#### E.2 PCG Major Command Level

HRMU Commander of respective Command	Head Secretariat
Deputy Commander of respective HRMU	Asst. Head Secretariat
All personnel assigned under respective HRMU	Members

#### E.3 Staff Offices and/ or other Offices

OIC, Admin Branch/ Division	Head Secretariat
Asst OIC, Admin Branch/ Division	Asst. Head Secretariat
All personnel assigned Admin Branch/ Division	Members

### 8. FUNCTIONS OF THE PCG GAD FOCAL POINT SYSTEM

The PCG GADFPS shall perform the following functions:

- A. Lead in mainstreaming the gender perspective in the policies, plans and programs. In the process, they shall ensure the assessment of the gender-responsiveness of the system, structures, policies, programs, processes and procedures of the Command based on the priority needs and concerns of personnel and the formulation of the recommendations including its implementation;

- B. Assist in the formulation of new policies such as the GAD Code and GAD Agenda in advancing women's status in the Command;
- C. Lead in setting up appropriate system and mechanism to ensure the generation, processing, review and updating of sex-disaggregated data or GAD database to serve as basis in performance-based gender responsive planning;
- D. Coordinate efforts of the different units of the PCG and advocate for the integration of GAD perspectives in all systems and processes;
- E. Spearhead the preparation of the PCG annual performance-based GAD Plans, Programs and Budget in response to gender issues in the Organization and client/stakeholder in the context of their agency mandate and consolidate the same in the format and procedures prescribed by the Philippine Commission on Women, Department of Budget and Management and National Economic and Development Authority in the Joint Circular 2012-1. The GFPS shall likewise be responsible for submitting the consolidated GAD Plans and Budgets of the Command and, as needed, in response to the Philippine Commission of Women's comments or requests for additional information;
- F. Lead in monitoring the effective implementation of GAD-related policies and the Annual GAD Plans, Programs and Budget;
- G. Lead the preparation and consolidation of the annual PCG GAD Accomplishment Report and other GAD Reports that may be required under the Magna Carta of Women.
- H. Strengthen the external link with the Department of Transportation (DOTr) and other agencies or organizations working on women's rights and gender and development to harmonize and synchronize the GAD efforts at various levels of governance; and
- I. Ensures that all personnel including Finance Officers (e.g. accountants, budget officers, auditors) are capacitated on GAD. Along this line, the GFPS will recommend and plan an appropriate capacity development program on gender and development program for PCG personnel as part of and implemented under its regular human resource development program.

## 9. DUTIES AND RESPONSIBILITIES

- A. The Commandant, PCG:
  - i. Issue policies or other directives that support the GAD mainstreaming in the policies, plans, programs, projects and activities, budget, systems and procedures of the agency including the creation, strengthening, modification or reconstitution of the GFPS; and
  - ii. Approve the GAD Plan, Program and Budget of the agency as duly endorsed by the Executive Committee, with the assistance of the Technical Working Group and ensure its implementation.

- B. The GAD Focal Point Officer and the Executive Committee shall:
- i. Provide direction and give policy guidance to the Functional, Admin Support, Special Service Command, PCG Technical Command and PCG Districts Commanders to support and strengthen the GFPS and agency's GAD mainstreaming activities;
  - ii. Direct the identification of GAD strategies, programs, activities and projects based on the results of the gender audit, gender analysis, and according to the gender issues faced by PCG personnel and their families;
  - iii. Ensure the timely submission of the PCG GAD Plan and Budget, Accomplishment Report and other GAD-related reports to the Commission on Audit (COA), PCW and to DBM;
  - iv. Ensure the effective and efficient implementation of the PCG GAD programs, activities and projects and the judicious utilization of the GAD Budget;
  - v. Build and strengthen the partnership of the PCG with PCW, GAD experts, advocates, women's groups and other stakeholders in pursuit of gender mainstreaming;
  - vi. Recommend approval of PCG GAD Plans and Budgets and GAD Accomplishment Reports; and
  - vii. Recommend awards or recognition to outstanding institutional GAD programs, activities and projects and/or GAD Focal Point members.
- C. The Technical Working Group (TWG) and Secretariat shall:
- i. Facilitate the implementation of the gender mainstreaming efforts of the PCG through the GAD planning and budgeting process;
  - ii. Formulate PCG GAD Plans, Programs and Budget in response to the gender gaps and issues faced by either clients/stakeholders and PCG Officers, Non-Officers and Non-Uniformed Personnel following the conduct of a gender audit, gender analysis and/or review of sex-disaggregated data;
  - iii. Assist in the capacity development of and provide technical assistance to the Command and, as needed, to officers in the other offices or units;
  - iv. Coordinate with the various Units of the Command including the CG Districts as well as Major and Special Units and ensure their meaningful participation in GAD strategic and annual planning exercises. The TWG of the GFPS of the Headquarters shall coordinate with the GFPS in the area, especially on the preparation, consolidation and submission of GAD Plans and Budgets;

- v. Lead the conduct of advocacy activities and the development of Information and Education Campaign materials to ensure critical support of Officers, Non-Officers, Non-Uniformed Personnel and relevant stakeholders to the activities of the GAD Focal Point System and GAD mainstreaming activities;
- vi. Monitor the implementation of GAD-related programs, activities and projects in their respective offices and suggest corrective measures to improve the implementation of GAD PAPs and GFPS activities;
- vii. Prepare and consolidate PCG GAD accomplishment reports (**Annex C**) and requirements for the submission of Project Implementation and Management and Monitoring and Evaluation Checklist (**Annex D**); and
- viii. Provide regular updates and recommendations to the Chairperson, PCG GFPS or Executive Committee on the activities of GFPS and the progress of agency GAD mainstreaming activities based on the feedback and reports of the various Units of the Command.

## 10. RESCISSION

HPCG Circular Number 01-13 amendment 01-16 dtd 01 September 2016, entitled "Amendment to HPCG Circular 01-13 dtd 13 February 2013; Subject: Creation of the PCG Gender and Development (GAD) Focal Point System" and other policies that are inconsistent with this SOP are hereby rescinded or modified upon approval and effectivity of this SOP.

## 11. EFFECTIVITY

This SOP is hereby implemented effective 14 June 2024.

**BY COMMAND OF COAST GUARD ADMIRAL GAVAN:**

OFFICIAL:

**HOSTILLO ARTURO E CORNELIO**  
**CG RADM**  
Chief of Coast Guard Staff

  
**JAYSIEBELL B FERRER**  
**CG CDR**  
Coast Guard Adjutant

*Annexes:*

- A. *GAD Programs, Activities and Projects*
- B. *PCG GAD Focal Point System Organization Chart*
- C. *Flow Chart of GAD Accomplishment Report*
- D. *Project Implementation and Management and Monitoring and Evaluation Checklist*

## GAD PROGRAMS, ACTIVITIES AND PROJECTS (PAPs)

### 1. CLIENT-FOCUSED

#### A. Maritime Security and Patrol Services

- I. Activities that will cater to women and children during disaster such as:
  - a. Assistance in the Resettlement of evacuees or displaced persons or families;
  - b. Assistance in the Rehabilitation and recovery of traumatized civilians (particularly women and children);
  - c. Establishment of measures that will eradicate the insecurity and vulnerability of women and girls to sexual abuse during disasters;
  - d. Establishment of programs that would alleviate or eliminate the psycho-social trauma brought about by constant exposure to disasters and deaths;

#### B. Protection and advancement of women's rights

- I. Assistance of PCG personnel to women and children in the access or utilization of basic services;
- II. Enhancement of women's awareness of their economic rights and opportunities;
- III. Activities that will promote GAD during maritime security and patrol operations:
  - a. Conduct briefings/orientations to detect possible victims of human trafficking;
  - b. Provide welfare goods for victims as well as for captives (napkins, tissues, diapers, etc.);
  - c. Provide medication or hospitalization of injured persons during operations; and
  - d. Maintain a separate personal protective and self-defense equipment for women law enforcers.

#### C. Maritime Search and Rescue and Disaster Response Operations

- I. Activities that would promote and advance the Human rights of women, young and old, in populace where there is disaster;
- II. Prioritize the safety of pregnant women, children, and mothers with infants and persons with disabilities (PWD) during rescue operations;
- III. Prioritize pregnant women, children, and mothers with infants and PWD in relief goods distribution;
- IV. Establish and maintain separate rescue facilities for pregnant women, mothers with infants, children and PWD;



- V. Maintain welfare goods and medicines intended for women, children, and PWD (napkins, diapers, tissues, etc.)
- VI. Prioritize medication of injured pregnant women, mothers with infants, children and PWD;
- VII. Maintain lifesaving equipment intended for pregnant women, mothers with infants, children and PWD;
- VIII. Maintain medical and emergency kits intended for pregnant women, mothers with infants, children and PWD;
- IX. Improve and maintain PCG medical facilities and ambulances;
- X. Maintain a separate medical wards for women;
- XI. Develop a Training Module on Effects of Disasters on Person;
- XII. Resettlement of evacuees;
- XIII. Other humanitarian assistance in times of disasters; and
- XIV. Maintain separate personal protective equipment for PCG women during salvage operations.

## **2. ORGANIZATION-FOCUSED**

### **A. National mandated GAD activities**

- I. National Women Month Celebration; and
- II. 18 days Campaign to End Violence Against Women and their Children

### **B. Capacity-building and awareness-raising on GAD**

- I. Establish GAD office in the respective Units;
- II. Integrate GAD in Training modules/ Programs of instructions (POs);
- III. Attendance to national and international GAD conventions, seminars, training, fora, symposium, conferences, schooling;
- IV. Conduct GAD orientations/training information/dissemination for GAD Focal Point Committees;
- V. Conduct of Training/Seminars on:
  - a. Magna Carta for Women
  - b. Gender Sensitivity Training
  - c. Training of Trainers (TOT)
  - d. Gender Mainstreaming
  - e. Gender Analysis
  - f. Gender Audit
  - g. GAD Plan and Budget
  - h. Harmonized Gender and Development Guidelines (HG DG)
  - i. Establish inter-agency training pool on GAD
  - j. Rehabilitation, and repair of both male and female barracks, quarters, comfort rooms, on ships or its equivalent
  - k. Periodic conduct of meetings of GAD Focal Point and TWG

C. Protection and advancement of women's rights.

I. Conduct of Trainings/Seminars on:

- a. Magna Carta for Women
- b. Solo Parent Act
- c. Anti-Trafficking in Person
- d. Anti-Sexual Harassment

II. Intervention Programs for victims of:

- a. Violence Against Women and their Children
- b. Sexual Harassment Cases
- c. Domestic Violence
- d. Discrimination Against Women

II. Review and Integrate GAD existing Laws, policies, and regulations for gender fair language and formulate policies that will address gender issues in the PCG;

III. Conduct research on the prevalence, causes and consequences of act of gender-based discrimination including domestic violence;

IV. Conduct research on the prevalence of other gender issues in the PCG;

V. Develop and maintain GAD sex-disaggregated data-base;

VI. Develop and produce Information and Education Communication (EEC) materials such as posters, primers, manuals, briefer and handouts;

VII. Develop and maintain GAD website;

VIII. Document best practices on GAD;

IX. Establish and maintain Child Care Facility, Child Nurturing

X. Facility / Breastfeeding Center / Women's Desk;

XI. Provide separate hotel accommodations to women;

XII. Maintain sport facilities for women;

XIII. Conduct Parenting and child-rearing seminars (both for men and women);

XIV. Conduct Marriage Enhancement programs;

XV. Conduct Training for Gender-Responsive Family Councilors;

XVI. Conduct of Seminars for about-to-be married PCG couples, to include PCG personnel with civilian spouses and vice versa;

XVII. Establish and maintain assistance center for heirs of deceased/injured personnel;

D. Maritime Safety and Environmental Protection Services

I. Response, containment and recovery activities against ship and land-based pollution:

- a. Maintain separate personal protective equipment for women during oil spill response and containment activities, vessels,

sites and facilities, inspections, mangrove planting and coastal clean-up;

- III. Enforce flag and port state control inspections by:
  - a. Ensuring that facilities are gender responsive (male, female, and PWD comfort rooms are separate, provision of breastfeeding room/nurturing facility);
  - b. Ensuring that passenger manifest is separate for women, children and men;
  - c. Ensuring that passenger vessels provide special assistance to pregnant women, mothers with infants, children and PWD;
- IV. Include gender sensitivity awareness in public information drives;
- V. Inspect lifesaving equipment intended primarily for pregnant women, mothers with infants and PWD
- VI. Enforce salvage regulations
  - a. Mainstream GAD in salvage operations
- VII. Enforce laws, rules and regulations for the protection of marine environment
  - a. Maintain separate personal protective equipment for women

### **3. ATTRIBUTED PROGRAMS**

- A. Supply and delivery of Fuel, Oil and Lubricants;
- B. Supply and delivery of Promotion Paraphernalia;
- C. Lease of Office Space;
- D. Repair and renovation of Coast Guard buildings, facilities, offices and barracks;
- E. Collateral Pay of Technical personnel of PCG;
- F. PCG-managed career and non-career courses;
- G. Procurement and delivery of ammunition and conduct of marksmanship; and
- H. Operational subsidy for Maritime Search and Rescue (MARSAR), Maritime Security and Law Enforcement program (MARSLEP), Marine Environmental Protection program (MEP), and Maritime Safety (MARSAF) program.

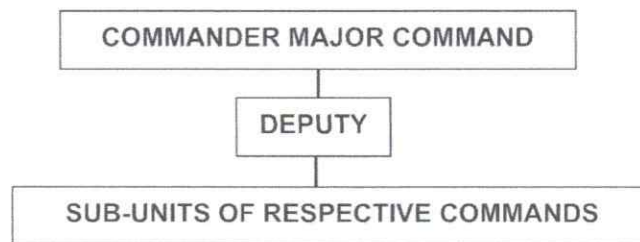
PCG GAD FOCAL POINT SYSTEM (PCG GFPS)

A. GAD EXECUTIVE COMMITTEE

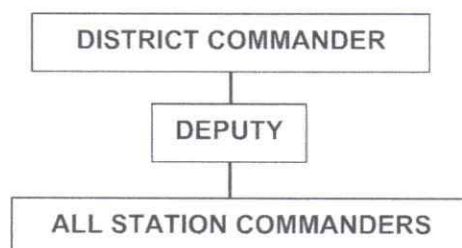
A.1 NATIONAL HEADQUARTERS PHILIPPINE COAST GUARD



A.2 MAJOR COMMANDS

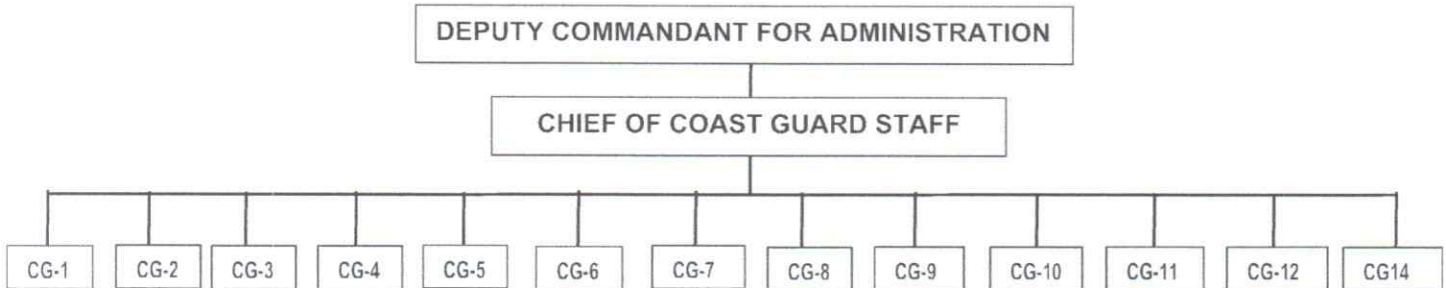


A.3 PCG DISTRICTS

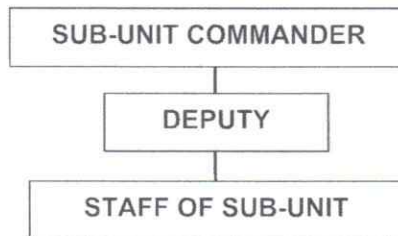


**B. GAD TECHNICAL WORKING GROUP**

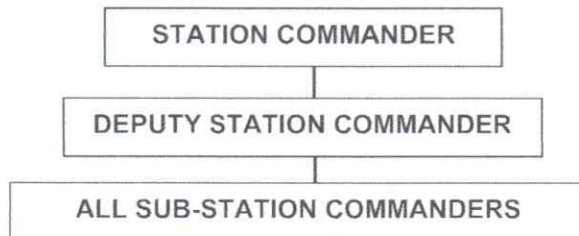
**B.1 NATIONAL HEADQUARTERS PHILIPPINE COAST GUARD**



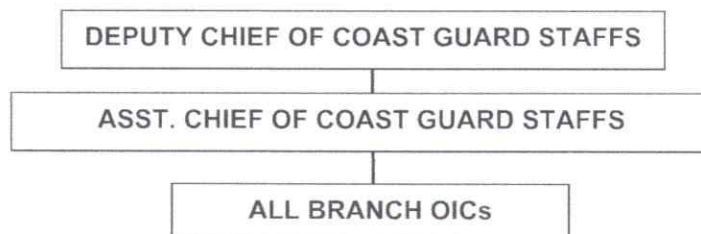
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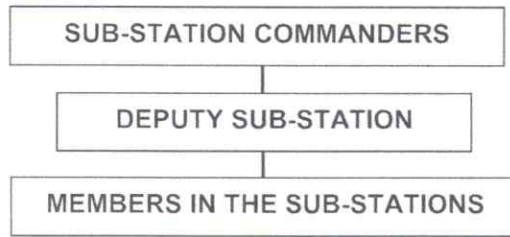
**B.3 STATION**



**B.4 OFFICES**

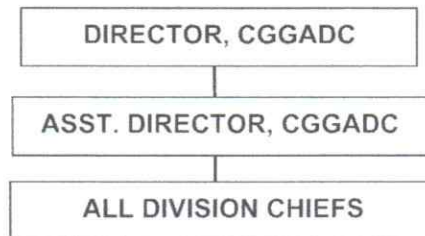


**B.5 SUB-STATIONS**

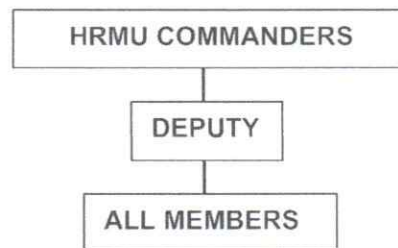


**C. GAD SECRETARIAT**

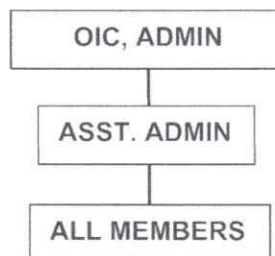
**C.1 NATIONAL HEADQUARTERS PHILIPPINE COAST GUARD**



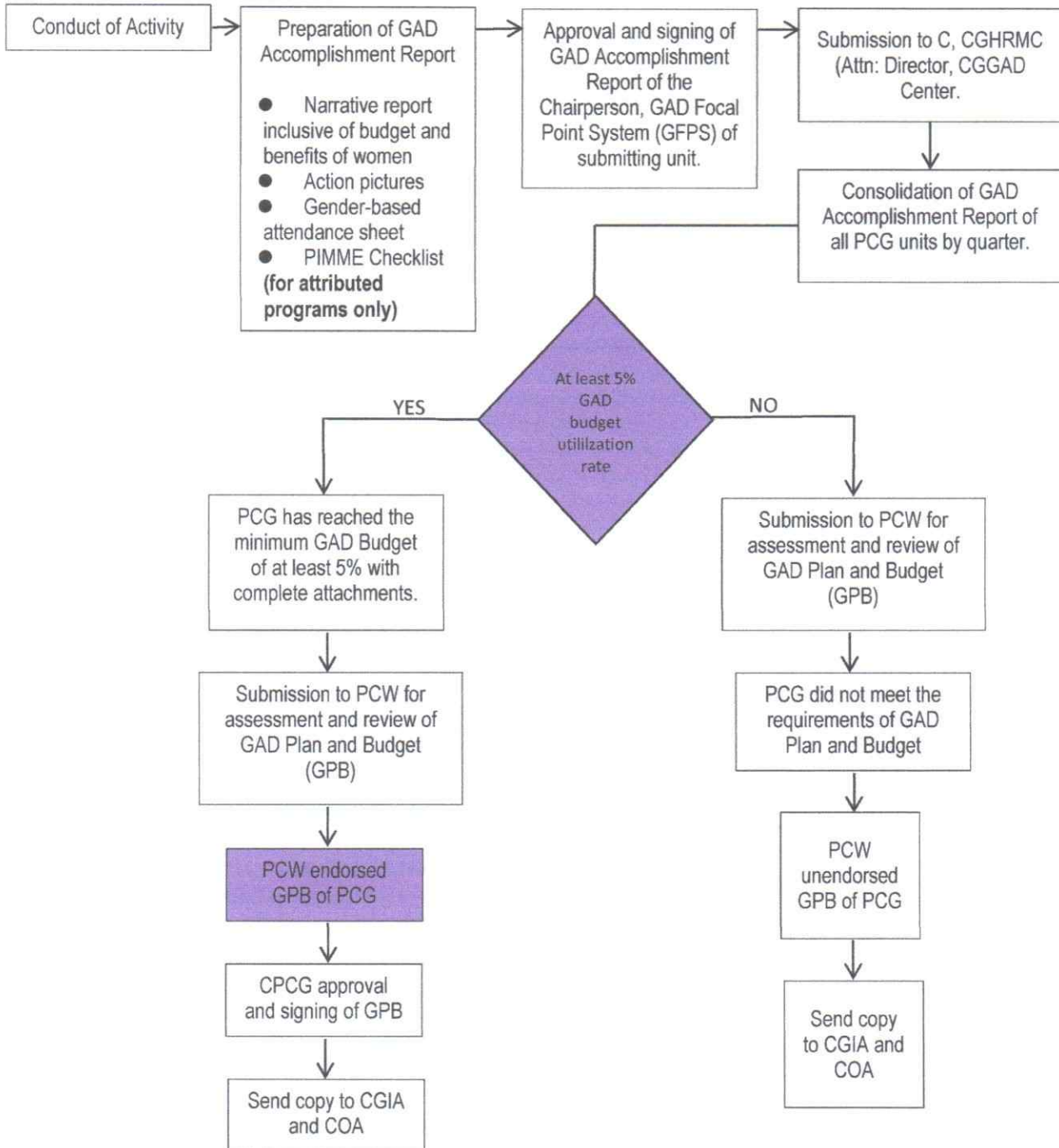
**C.2 MAJOR COMMANDS**



**C.3 OFFICES**



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## PIMME CHECKLIST

Box. 16 GAD Checklist for Project Management and Implementation

Element and Guide Question (col. 1)	Response (col. 2)			Score of the item or element (col. 3)
	No (2a)	Partly yes (2b)	Yes (2c)	
<b>1.0 Supportive project management (max score: 2; for each item, 1.0)</b>				
1.1 Is the project leadership (project steering/advisory committee or management) supportive of GAD or gender equality goals? For instance, has it mobilized adequate resources to support strategies that address gender issues or constraints to women's and men's participation during project implementation? (possible scores: 0, 0.5, 1.0)				
1.2 Has adequate gender expertise has been made available throughout the project? For example, are gender issues adequately addressed in the project management contract and scope of services? (possible scores: 0, 0.5, 1.0)				
<b>2.0 Technically competent staff or consultants (max score: 2; for each item, 0.67)</b>				
2.1 Are the project staff members technically prepared to promote gender equality or integrate GAD in their respective positions/locations? OR, is there an individual or group responsible for promoting gender equality in the project? OR, has the project tapped local gender experts to assist its staff/partners in integrating gender equality in their activities or in project operations? (possible scores: 0, 0.33, 0.67)				
2.2 Does the project require the presence of women and men in the project implementation team? (possible scores: 0, 0.33, 0.67)				
2.3 Does the project require its monitoring and evaluation team (personnel or consultants) to have technical competence for GAD evaluation? (possible scores: 0, 0.33, 0.67)				
<b>3.0 Committed Philippine government agency (max score: 2; for each item, 1)</b>				
3.1 Are regular agency personnel involved in implementing project GAD initiatives? OR, are agency officials or personnel participating in GAD training sponsored by the project? (possible scores: 0, 0.5, 1.0)				
3.2 Has the agency included the project's GAD efforts in its GAD plans? (possible scores: 0, 0.5, 1.0)				
<b>4.0 GAD implementation processes and procedures (max score: 2; for each item, 0.5)</b>				
4.1 Do project implementation documents incorporate a discussion of GAD concerns? IF				

**ANNEX D**

APPLICABLE: Are subproject proposals required to have explicit GAD objectives and to have been supported by gender analysis? (possible scores: 0, 0.25, 0.50)				
4.2 Does the project have an operational GAD strategy? Alternately, has the project been effective in integrating GAD into the development activity? (possible scores: 0, 0.25, 0.50)				
4.3 Does the project have a budget for activities that will build capacities for doing GAD tasks (gender analysis, monitoring, etc.) (possible scores: 0, 0.25, 0.50)				
4.4 Does the project involve women and men in various phases of subprojects? (possible scores: 0, 0.25, 0.50)				
<b>TOTAL GAD SCORE-PROJECT MANAGEMENT</b>			<b>2.0</b>	



Box. 17 GAD Checklist for Project Monitoring and Evaluation

Element and Guide Question (col. 1)	Response (col. 2)			Score of the item or element (col. 3)
	No (2a)	Partly yes (2b)	Yes (2c)	
<b>1.0 Project monitoring system being used by the project includes indicators that measure gender differences in outputs, results, and outcomes (max score: 2; for each item, 1)</b>				
1.1 Does the project require gender-sensitive outputs and outcomes? (possible scores: 0, 0.5, 1.0)				
<b>2.0 Project database includes sex-disaggregated and gender-related information (max score: 2; for each item, 0.5)</b>				
2.1 Does the project support studies to assess gender issues and impacts? OR, have sex-disaggregated data been collected on the project's impact on women and men in connection with welfare, access to resources and benefits, awareness or consciousness raising, participation, and control? (possible scores: 0, 0.25, 0.50)				
2.2 Have sex-disaggregated data been collected on the distribution of project resources to women and men, and on the participation of women and men in project activities and in decision-making? IF APPLICABLE: Does the project require its subprojects to include sex-disaggregated data in their reports? (possible scores: 0, 0.25, 0.50)				
2.3 Do project and subproject reports include sex-disaggregated data or cover gender equality or GAD concerns, initiatives, and results (that is, information on gender issues and how these are addressed)? (possible score: 0, 0.25, 0.50)				
2.3 Does the project require its monitoring and evaluation team (personnel or consultants) to have technical competence for GAD evaluation? (possible scores: 0, 0.33, 0.67)				
2.4 Are sex-disaggregated data being "rolled up" from the field to the national level? (possible scores: 0, 0.25, 0.50)				
<b>3.0 Gender equality and women's empowerment targets are being met (max score: 4)</b>				
3.1 Has women's welfare and status been improved as a result of the project? (possible scores: 0, 1.0, 2.0)				
Example of indicators:				
<ul style="list-style-type: none"> <li>• The project has helped in raising the education levels and health status of disadvantaged groups of women</li> <li>• Women's access to productive resources, employment opportunities, and political and legal status has improved</li> <li>• The project has created new opportunities or roles for women and men</li> <li>• Men and women have been sensitized to gender issues and women's human rights</li> </ul>				

**ANNEX D**

<ul style="list-style-type: none"> <li>• The project has supported or instituted strategies to overcome any adverse effects on women</li> <li>• The project has introduced follow-up activities to promote the sustainability of its gender equality results</li> <li>• There are project initiatives to ensure that improvements in the status of women and girls will be sustained and supported after project completion</li> </ul>				
3.2 Has the project helped in developing the capacity of the implementing agency for implementing gender-sensitive projects? (possible scores: 0, 1.0, 2.0)				
<p><b>4.0 Project addresses gender issues arising from or during its implementation (possible scores: 0, 1.0, 2.0)</b></p> <p>Has the project responded to gender issues that were identified during project implementation or <b>No gender issues mentioned in the document M&amp;E?</b>  OR: Has the project addressed gender issues arising from its implementation?</p> <p>Examples of gender issues:</p> <ul style="list-style-type: none"> <li>• Negative effects on the gender relationship as a result of new roles or resources created for women</li> <li>• Additional workloads for women and men</li> <li>• Displacement of women by men</li> <li>• Loss of access to resources because of project rules</li> </ul>				
<b>5.0 Participatory monitoring and evaluation processes (max score: 2; for each item, 1)</b>				
5.1 Does the project involve or consult women and men implementers during project monitoring and evaluation? Does it involve women and beneficiaries? (possible scores: 0, 0.5, 1.0)				
5.2 Have women and men been involved in or consulted on the assessment of the gender impacts of the Project? (possible scores: 0, 0.5, 1.0)				
TOTAL GAD SCORE-MONITORING AND EVALUATION				
TOTAL GAD SCORE-PROJECT MANAGEMENT (from box 16)				
TOTAL GAD SCORE-PROJECT IMPLEMENTATION				