

C. Ensure gender parity in staffing and create an enabling work environment

The DepEd, through the appropriate and relevant units, shall:

Human Resource Development

1. Formulate, recommend, and implement policies and frameworks consistent with the principles of gender-responsive recruitment, selection, and placement, learning and development, performance management, and rewards and recognition.
2. Conduct capacity building for all employees on GRBE and in handling gender issues and concerns.
3. Create a pool of GRBE experts.
4. Ensure that the implementation of the Results-based Performance Management System (RPMS) is gender-responsive.

Learning and Development

1. Integrate gender in all learning and development programs and interventions.
2. Ensure that training methodologies and standards are gender-sensitive.
3. Ensure equal opportunities in scholarships and trainings. Conditions including but not limited to age, pregnancy, motherhood, disabilities, ethnicity, or lack of consent of spouse shall not be grounds for disqualification.

Employee Welfare

1. Ensure that programs that inculcate and sustain the department core values, respond to employees' varied needs, and promote employees' physical, mental, psychological, social and spiritual well-being are gender-responsive.

2. Ensure that institutional rewards and recognition systems are gender-responsive.

3. Ensure implementation of the grant of special leaves as provided by law, which include but are not limited to maternity, paternity, solo parent, gynecological, and VAWC.

4. Ensure enforcement of public and private schools' implementation of and compliance to RA No. 9710, Sec. 13. C on the non-firing of employees on account of pregnancies outside of marriage.

D. Strengthen gender and development institutional mechanisms

The GAD Focal Point System (GFPS)

DepEd shall ensure that the GFPS is institutionalized in all levels of governance. Its composition shall be as follows:

CENTRAL OFFICE

GFPS Head or Chairperson:	Secretary (or an EXECOM member designated by the Secretary)
Members:	EXECOM members designated by Department Secretary
Technical Working Group	Representatives of Bureaus, Units, and Services
Secretariat:	Bureau of Human Resource and Organizational Development (BHROD)

REGIONAL OFFICE

GFPS Head or Chairperson:	Regional Director
Technical Working Group	
Head:	Asst. Regional Director
Members:	Regional GAD Coordinator (To be designated by the Regional Director)
	Chief, CLMD
	Chief, ESSD
	Chief, PPRD

	Chief, FTAD
	Chief Administrative Officer
	Chief Administrative Officer for Finance
Head of Secretariat:	Chief, HRDD
Monitoring & Evaluation:	QAD

SCHOOLS DIVISION OFFICE

GFPS Head or Chairperson:	Schools Division Superintendent
Technical Working Group	
Head:	Asst. Schools Division Superintendent
Members:	Division GAD Coordinator (To be designated by the SDS) Chief, Curriculum Implementation Division Chief, School Governance and Operation Division Accountant or Administrative Officer V for Finance Administrative Officer V (Admin. Services) Planning Officer
Secretariat Head:	SGOD, SEPS/ EPS II for HRD
Monitoring & Evaluation:	SGOD, SEPS/ EPS II for School Management M & E

SCHOOL

GFPS Head or Chairperson	School Head
Members	School GAD Coordinator (To be designated by the Principal) Asst. Principal/Department Head for SHS Grade Level Coordinator/s (Elementary) Guidance Teacher/Coordinator School Bookkeeper (Secondary) Administrative Assistant

The GFPS at all levels of governance shall follow the duties and functions as they apply prescribed by DepEd Order No. 27, s. 2013 entitled *Guidelines and Procedures on the Establishment of DepEd Gender and Development Focal Point System at the Regional, Division, and School Levels*, DepEd Memorandum (DM) No. 140, s. 2012 entitled *Establishment of Gender and Development Focal Point System*, and appropriate guidelines issued by the PCW.

GAD Planning and Budgeting

As mandated under Section 36 (a) of RA No. 9710 or the *Magna Carta of Women*, the DepEd shall prepare an annual GAD plan and budget (GPB) to address gender issues and concerns based on its mandates, the agency's GAD agenda, the gender-equality agenda of government, and other GAD-related laws, policies, plans, and commitments. The GPB shall be accompanied by a GAD Accomplishment Report for the previous year. The amount to be allocated and utilized for the implementation of GAD PPAs shall be drawn from the agency's maintenance and other operating expenses, capital outlay, and personnel services, and shall be at least 5 percent (5%) of the agency's total budget appropriations for the year. The GAD Planning and budgeting process shall follow the specific guidelines issued by PCW, DBM, NEDA, and COA.

Activities conducted to implement the GRBE Policy shall be charged to the GAD budget subject to COA Audit Policy Guidelines. Further, school activities to address gender issues and concerns shall be charged to at least 5 percent (5%) of the Maintenance and Other operating Expenses (MOOE) subject to its utilization guidelines.

Grievance

Complaint or Grievance Committee (GC)

1. The Complaint/Grievance Committee at all levels shall cater not only to those complaints/grievances stipulated in DepEd Order 3, s. 2004 entitled *Establishing a Complaint/Grievance Committee with the Department of Education*, but also gender-related complaints or grievances to assure holistic assurance of freedom from coercion, discrimination, reprisal, bias, and gender-based violence or abuse.
2. Inclusion of legal counsel will help guide the complainants on legal actions to be taken.
3. All GC members shall be capacitated on GRBE.
4. The duties and functions of the GC are stipulated under DepEd Order 35, s. 2004 entitled *Revision of the Grievance Mechanisms of the Department of Education*. The composition shall also follow the aforementioned DepEd Order provided that at least one member of the GC shall be female, if all the above are men.

Committee on Decorum and Investigation (CODI)

1. In line with section 4 of RA No. 7877 otherwise known as the *Anti-Sexual Harassment Act of 1995*, the DepEd in all levels of governance shall create or strengthen a Committee on Decorum and Investigation of cases on sexual harassment. The committee shall be composed of at least one representative from the administration, teachers, non-teaching personnel, and students.
2. The duties and functions of the CODI shall follow the guidelines set under CSC Memorandum Circular (MC) 19, s. 1994, DOLE Administrative Order (AO) 68, s. 1992, and other pertinent policies.

Child Protection Committee

1. The Child Protection Committee shall initiate information dissemination programs and organize activities that promote the protection of children from all forms of abuse, violence, discrimination and bullying.
2. Develop and implement a school-based referral and monitoring system.
3. Establish a system for identifying students who may be suffering from significant harm based on any physical, emotional, or behavioral signs.
4. Identify, refer, and, if appropriate, report to the appropriate offices cases involving child abuse, violence, discrimination, and bullying.

VI. POLICY MONITORING AND EVALUATION

The GFPS at all levels of governance in collaboration with their respective planning offices shall gather feedback on the implementation of the Gender-Responsive Basic Education Policy from all concerned internal and external stakeholders. It shall conduct a periodic review of this policy to further enhance its provisions and effectiveness. Furthermore, all concerned offices in implementing this policy shall be guided by the attached Gender Mainstreaming Monitoring and Evaluation Framework (MEF) and indicative implementation plan.

The new Program Management Information System (PMIS) shall be used as a tool to closely monitor the progress and implementation of various programs, projects, and activities charged against the GAD budget.

All offices shall comply with the reporting requirement contained in National Budget Circular (NBC) No. 567, s. 2017 including the submission of Budget and Financial Accountability Reports as prescribed under COA-DBM Joint Circular No. 2014-1 and DBM Circular Letter No. 2016-11.

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VIII. EFFECTIVITY

This policy shall take effect 15 days after its publication in the Official Gazette or a newspaper of general circulation, and shall be registered with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.

Gender Mainstreaming (GMEF) Framework (GMEF)

Policy Statement : The Department of Education commits to gender equality through gender-responsive basic education to holistically develop Filipinos with access to quality, culture-based education in a learner-friendly, safe, and nurturing environment, with the provision to continuously improve its support systems at all levels of governance.

Results Statement	Performance Indicator	MOV (Means of Verification)	Responsible Office	Baseline (Current Status)	Target
Ultimate Outcome/Impact: Reduced disparities in enrollment, completion, participation, cohort survival, and learning achievement between boys and girls	KPIs (disaggregate by sex, age...) NER, GER, CSR Gender Parity indicator: Dropout rate, enrolment ratio, achievement rate (NAT)	EBEIS, PMIS, LIS, Report of Impact Evaluation Studies, Program Evaluation	Planning Service (CO)		Baseline is established by end of 2017
Intermediate Outcome Improved gender responsiveness of DepEd policies, programs, projects, and activities	No. and types of gender-responsive policies implemented (assessment, standards, curriculum, LR, etc.)	DepEd order/memo, Regional order/memo, MEA/MEPA, PIR, PCR (program or project) completion report NEDP, REDP, DEDP, SIP/AIP, HRIS, EBEIS, PMIS, LIS, SBIS Impact, Evaluation Report, Research Findings	Planning Service (CO) RO, PPRD, CLMD, QAD, ESSD, FTAD, HR, SGOD Bureaus (CO): BHRD, BLD, BCD, BEA, BLSS, BLR School (SH, GC, Teachers, GAD Focal, SPT) Finance/Budget Div. (SGOD), District / PSDS	HGDG rating: _____	All gender-related policies are disseminated to all concerned offices on-time
	No. and types of gender-responsive programs and projects implemented				All PPAs shall be assessed and evaluated using Harmonized Gender and Development Guidelines Project Implementation and Management and Monitoring and Evaluation (HGDG PIMME) tools by 2018
	Gender-responsive database utilized				
	No. of gender-responsive research utilized (impact, outcome, etc.)				
Immediate Outcome Increased capacity of DepEd in developing, implementing, and monitoring gender-responsive programs, projects, and activities	Percentage completion of Capacity Development Plan	Capacity Development Plan, GAD Accomplishment Reports	GFPS, QAD, PLANNING, HROD	GMEF Assessment Results	
	Presence of functional gender-responsive database	Capacity Development Plan, GAD Accomplishment Reports, EBEIS, LIS, EHRIS, and other DepEd databases	GFPS, QAD, PLANNING, HROD		By 2018 all offices and schools in DepEd shall have established functional GFPS (100%)
	Number of offices with functional GFPS	Office Order Designating Members of the GFPS, Certificates of Training	CO, RO, SDO, Schools	with existing GFPS in the CO, RO, SDO, and some schools	
	Number of offices with PCW endorsed GAD plan and budget	endorsed GAD plan and budget	CO, RO, SDO, Schools		By 2018 all offices of DepEd shall have endorsed 2019 GAD plan and budget (100%)

Output 1. Gender-responsive policies issued	No. and types of gender-responsive policies approved and disseminated	DepEd Order issued	GFPS, QAD, PLANNING, HROD		List of gender-related policies established by end of 3Q of 2018
2. Gender-responsive education programs and projects developed /policies integrated with gender concerns	No. and types of gender-responsive programs and projects developed/ policies integrated with gender concerns	DepEd Memo issued	GFPS, QAD, PLANNING, HROD		All PPA shall be assessed and evaluated using HGDG PIMME tools by 2018
3. Established gender-responsive systems, mechanism, processes	Presence of gender-responsive systems, mechanisms, processes - operationalized (GFPS, M&E, Planning, etc.)	DepEd Annual GAD Accomplishment Reports	GFPS, QAD, PLANNING, HROD		All offices have submitted annual reports to CO
4. Gender-responsive research studies in education conducted	No. of gender-responsive education research conducted	Research outputs	GFPS, QAD, PLANNING, HROD		Research output promptly published or disseminated to partners and policy makers
5. Annual GAD Plan and Budgets formulated	Number of annual GAD Plan and Budget approved by the Management at CO	Approval or endorsement for submission to PCW	GFPS, QAD, PLANNING, HROD		All offices must have online submission through Gender Mainstreaming Monitoring System (GMMS) by 2018
6. Capacity Development Plan on Gender and Development developed	Capacity Development Plan for DepEd approved	Capacity Development Plan	GFPS, QAD, PLANNING, HROD		All offices with approved capacity development plan
7. Increased network of DepEd partners/stakeholders that would support GRBE activities and programs	No. of programs implemented in partnership with other stakeholders	Program reports	External Partnership Service (EPS)- CO, Social Mobilization and Networking Unit		All program reports of all offices are regularly submitted and consolidated in the electronic basic education information system (EBEIS)
8. Develop/package resource materials, good practices, and state-of-the-art knowledge of the educational needs of IP and Moro girls, LGBT children, and women and girls with disabilities.	Number and types of resource materials developed	Distribution list report	CLMD-LRMDS QAAD		List of gender-related resource materials regularly updated and made available (electronically or in hard copy) to all concerned offices

Annex 2

Implementation Plan for the Gender Mainstreaming Monitoring and Evaluation Framework (Sample Matrix)

Key M&E Tasks	Activities	Responsible Unit/Person	Performance Indicators	Budget (Annual)
Management and Coordination	Set up the M & E Technical Working Group for ensuring harmonious implementation of Gender Mainstreaming M&E framework <i>(Note: GAD focal point system or GAD TWG can serve as M&E TWG)</i>		Technical Working Group established	
	Disseminate the M&E framework to stakeholders		Gender Mainstreaming M&E Framework disseminated to stakeholders at different levels	
	Develop harmonized data collection instruments		Harmonized data collection instruments developed and institutionalized	
M&E Capacity Building	Build M&E capacity of key officers of the agency		Capacity building for key officers of the agency conducted Key officers of the agency capacitated/trained on Gender Mainstreaming M&E	
Data Collection	Collect baseline data for the Indicators		Baseline data collected and used for targeting	
	Regular data collection for		Regular data collection for	

	indicators		indicators conducted as planned	
	Developing and maintaining databases		GAD database developed and maintained	
Dissemination of M& E reports	Distribute M&E reports to all key stakeholders		M&E reports distributed /shared to key stakeholders	
	Organize review and learning forums		Review and learning forums/ sessions conducted as planned	
Reviews and Evaluations	Carry out midterm review		Midterm review conducted as planned	
	Carry end-of-term evaluation		End-of-term evaluation conducted as planned	

ANNEX 3

GENDER-RESPONSIVE BASIC EDUCATION POLICY

LIST OF ACRONYMS

AIPs	Annual Implementation Plans
ALS	Alternative Learning System
ASEAN	Association of South East Asian Nations
BCD	Bureau of Curriculum Development
BEA	Bureau of Education Assessment
BEC	Basic Education Curriculum
BLD	Bureau of Learning Delivery
BLR	Bureau of Learning Resources
BLSS	Bureau of Learner Support Services
BPfA	Beijing Platform for Action
CAR	Children at Risk
CD	Communications Division
CEDAW	Convention on the Elimination of All Forms of
Discrimination Against Women	
CI	Curriculum and Instruction
CICL	Children in Conflict with the Law
CID	Curriculum Implementation Division
CLMD	Curriculum and Learning Management Division
COA	Commission on Audit
CRC	Convention on the Rights of the Child
DBM	Department of Budget and Management
DEDPs	Division Education Development Plans
DepEd	Department of Education
DLRP	DepEd Learning Resources Portal
DM	Department Memorandum
DO	Department Order
DoH	Department of Health
DRRM	Disaster Risk Reduction & Management
EBE	Enhanced Basic Education
EFD	Educational Facilities Division
EO	Executive Order
EPS	Education Program Specialist/Supervisor
ESSD	Education Support Services Division
EWD	Employee Welfare Division
EXECOM	Executive Committee
FTAD	Field and Technical Assistance Division
GAD	Gender and Development
GAD AR	GAD Accomplishment Report
GC	Grievance Committee

GFPS	GAD Focal Point System
GRP	Government of the Republic of the Philippines
GRB	Gender-Responsive Budgeting
GRBE	Gender-Responsive Basic Education
HEIs	Higher Education Institutions
HGDG	Harmonized Gender and Development Guidelines
HRD	Human Resource Development
HRDD	Human Resource Development Division
ICO	International Cooperation Office
ICTS	Information and Communications Technology Service
IEC	Information, Education, and Communications
IPs	Indigenous Peoples
IPsEO	Indigenous Peoples Education Office
IRR	Implementing Rules and Regulations
LGUs	Local Government Units
LUCs	Local Universities and Colleges
M&E	Monitoring and Evaluation
MCW	Magna Carta of Women
MDG	Millennium Development Goal
MHM	Menstrual Hygiene Management
NEAP	National Educators Academy of the Philippines
NEDA	National Economic Development Authority
NGOs	non-government organizations
NYC	National Youth Commission
ONAR	Office of the National Administrative Register
OPS	Office of Planning Service
PPAs	Programs, Projects, and Activities
PBB	Performance-Based Bonus
PCW	Philippine Commission on Women
PEAC	Private Education Assistance Committee
PRD	Policy Research Division
PS	Planning Service
PWDs	Persons with Disabilities
RA	Republic Act
REDPs	Regional Education Development Plans
ROs	Regional Offices
RPMS	Results-Based Performance Management System
SDGs	Sustainable Development Goals
SDOs	Schools Division Offices
SEPS	Senior Education Program Specialist
SGOD	School Governance and Operations Division
SHD	School Health Division
SHS	Senior High School
SIPs	School Improvement Plans

SSD	School Sports Division
SUCs	State Universities and Colleges
TVIs	Technical Vocational Institutions
UDHR	Universal Declaration of Human Rights
UNDP	United Nations Development Programme
UP	University of the Philippines
VAW	Violence Against Women
VAWC	Violence Against Women and their Children
WASH	Water, Sanitation and Hygiene
WinS	WASH in Schools
Women's EDGE Equality	Women's Empowerment, Development, and Gender
YFD	Youth Formation Division