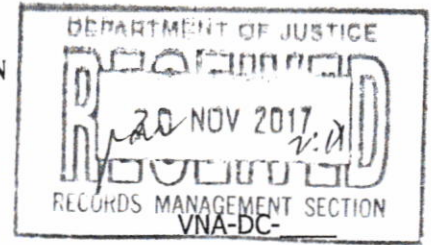




Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila



NOV 17 2017

DEPARTMENT CIRCULAR NO. 059

TO : The DOJ Committee for Women and Children, and
Heads of Constituent and Attached Agencies

SUBJECT : Preparation and Online Submission of FY 2019 Gender
and Development (GAD) Plan and Budget, and FY 2017
GAD Accomplishment Report

- 1.0 This pertains to the attached Memorandum Circular No. 2017-03 of the Philippine Commission on Women (PCW) on the above-captioned subject.
- 2.0 The GAD plan and budget shall be prepared in accordance with PCW-NEDA-DBM Joint Circular No. 2012-01 and in the context of agency mandates focusing on the Department's overall agenda of equitable/inclusive access to justice for women, as responsive to the following:
 - 2.1 Magna Carta for Women;
 - 2.2 Convention on Elimination of All Forms of Discrimination Against Women;
 - 2.3 Beijing Platform for Action (BPFA);
 - 2.4 Sustainable Development Goals;
 - 2.5 PCW-OPPAP Joint Circular No. 2014-1, re: Integration of Women, Peace and Security Programs/Activities/Projects in Annual GAD Plans/Budgets and Accomplishment Reports;
 - 2.6 Gender Mainstreaming Evaluation Framework Assessment;
 - 2.7 Philippine Plan for Gender-Responsive Development 1995-2025; and
 - 2.8 Other gender/women-focused laws and plans.
- 3.0 As applicable to respective agency mandates/gender issues and within available resources, the following areas of concern shall be prioritized/considered in GAD activities:
 - 3.1 Investigative, prosecutorial, custodial, offender rehabilitation/reformation/reintegration, legal assistance and support services relative to crime/cases involving sexual and gender-based violence/offenses (e.g. rape, trafficking in persons, abuse and exploitation), including those related to or in areas with armed conflict;
 - 3.2 Referral mechanisms/procedures on the said crime/cases to the following DOJ programs and other government agencies concerned:
 - 3.2.1 Witness Protection, Security and Benefit Program for witnesses of grave offenses, subject to provisions of RA 6981 and its implementing rules and regulations; and

- 3.2.2 Victims Compensation Program administered by the DOJ Board of Claims for victims of violent crimes, unjust imprisonment/ detention and enforced/involuntary disappearance, pursuant to RA 7309, RA 10353 and implementing rules and regulations.
- 3.3 Gender sensitive office standards/systems/procedures/policies/facilities and all frontline/service processes including those required under the Magna Carta for Women, Anti-Red Tape Act, Solo Parents Act and other special laws, such as privacy/confidentiality for sexual/domestic abuse and child-related cases, gender-fair language and treatment, pregnant women, lactating mothers, solo parents, women clients/employees accompanied by young children, sexual harassment cases, and sex-disaggregated data:
 - 3.3.1 Human resource management policies;
 - 3.3.2 Employees and clients facilities (e.g. investigation/interview rooms, breastfeeding stations, day care center) and its operating procedures;
 - 3.3.3 Detention and prison facilities/procedures and rehabilitation/reformation/reintegration/restorative justice programs;
 - 3.3.4 Agency/internal business processes and management systems;
 - 3.3.5 Frontline service protocols, counters, queuing/waiting areas and other basic/essential amenities for clients and general public;
 - 3.3.6 Public assistance and complaints desks;
 - 3.3.7 Statistical, monitoring, evaluation and information systems (with sex, regional/local and demographic data/disaggregations);
 - 3.3.8 Communication, public information and feedback procedures;
 - 3.3.9 Government policies and legislation initiatives/inputs; and
 - 3.3.10 Manuals and other organizational/public documents;
- 4.0 In the context of access to justice and human rights protection, and for purposes of process/resource efficiency, special protection and accessibility requirements/standards/mechanisms for children, senior citizens, persons with disabilities, indigenous peoples, and other persons with special needs may be included/harmonized with the said priority GAD activities.
- 5.0 The findings and recommendations of the PCW in the Gender Mainstreaming Evaluation Framework assessment which focused on four (4) key areas (policy, people, enabling mechanisms, and PAPs) shall be taken into account to measure the extent of gender mainstreaming in the organization.
- 6.0 Focal points are encouraged to attribute a portion or whole of agency budget/ expenditure for major programs/projects to the GAD budget using the tool provided in the 2010 NEDA-PCW Harmonized Gender and Development, Implementation, Monitoring and Evaluation as indicated in PCW-NEDA-DBM Joint Circular No. 2012-01.

- 7.0 The GAD 2017 accomplishment report and 2019 plan and budget shall be submitted online using the Gender Mainstreaming Monitoring System (GMMS) on or before 18 January 2017. For this purpose, the agency GAD focal points shall create or update their GMMS accounts for central/regional offices, as applicable, by filling out the registration form found at the PCW website (www.pcw.gov.ph/gmms) and directly submit and coordinate with the PCW for user registration and technical orientation/guidance.

For guidance and compliance.


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Secretary

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