



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority

MEMORANDUM

FOR : All Sector/Department/Office Heads
All TEZ Flagship/Entity Heads

FROM : The Manager, Administrative Services Department

SUBJECT : *Gender and Development (GAD) Webinar Programs for 2nd Semester 2021*

DATE : 19 July 2021

Relative to the GAD Capability Program of the Authority, please be informed that the following activities have been approved for implementation through online platform (via Zoom):

| GAD PROGRAM TITLE | SCHEDULE | TARGET PARTICIPANTS |
|---|------------------------------------|---|
| 1. Seminar-Workshop on Gender Analysis using HGDG (Harmonized Gender and Development Guidelines) | 11 August 2021 9:00AM – 4:00PM | Technical Employees such as project heads/officers, implementers, program planners who have not attended yet the same program |
| OBJECTIVES: To capacitate the technical people on HGDG and be able to mainstream and integrate GAD in their major programs and projects which will increase attribution of GAD Budget, specifically: <ul style="list-style-type: none">To develop a basic understanding of gender analysis and its benefits;To become familiar with gender analysis tools, approaches and data assessmentTo be able to determine the GAD-responsiveness of a program and project content, implementation and monitoring componentTo be able to assess a project/program using the HGDG as GAD Analysis tool with a purpose of ensuring the gender-responsiveness of programs and projects in the various stages of the project cycle and determine how much of the budget of the program could be <i>attributed</i> to GAD as provided in JMC 2012-01, based on assessment result. | | |
| 2. Crafting of CODI Manual and CODI Orientation | 24-25 August 2021 1:00 – 5:00PM | CODI members and GFPS-TWG members |
| OBJECTIVES: <ul style="list-style-type: none">To establish internal guidelines and mechanism pursuant to RA 11313* and CSC revised sexual harassment rules. <p><i>*RA- 11312 – known as “Safe Spaces Act” - An Act Defining Gender-Based Sexual Harassment in Streets, Public Spaces, Online, Workplaces, and Educational or Training Institutions, Providing Protective Measures and Prescribing Penalties Therefor”</i></p> | | |



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| 3. Gender Responsive Customer Satisfaction (GRCS) Training | Sept. 8 (Batch 1) 1:00 – 5:00PM | Travel Tax Frontliners |
| | Sept. 22 (Batch 2) 1:00 – 5:00PM | Travel Tax Frontliners |
| | Sept. 28 (Batch 3) 1:00 – 5:00PM | Entity Frontliners |
| OBJECTIVES: <ul style="list-style-type: none">• To take the lead in improving the quality customer service across the whole organization and the receiving public clients/customers;• To provide a high quality public servant professional support for all organizational services;• To improved and sustain agency support on public service delivery and commitment pursuant to agency's mandate; and• To create and sustain a gender-biased free public service delivery | | |
| 4. Annual GAD Planning & Budgeting Workshop | 05 October 2021 9:00AM – 4:00PM | GFPS-TWG Members and alternate members |
| OBJECTIVES: <ul style="list-style-type: none">• To review steps and procedures in preparing a GAD Plan and Budget• To highlight the elements, processes and procedures for submission, review and endorsement of GAD Plan and Budget and GAD Accomplishment Report to PCW• To Craft the TIEZA's GAD Plan and Budget for CY 2022 | | |
| 5. Gender Fair Language Orientation | 13 October 2021 1:00 to 5:00PM | Open to all Officers and employees |
| OBJECTIVES: <ul style="list-style-type: none">• To discuss the basic concepts on gender and GAD perspective and general policy lay-out• To identify gender issues and GAD concerns through agency environment levelling and advocacy appreciation;• To assess the roles as stakeholders within the context of the Agency• To consider GAD learning perspective by understanding and adopting Gender-Fair Language in Work setting | | |

Please register your participation through this link <https://forms.office.com/r/dsLss2cPu3> before the scheduled the of the activity, or you may submit the names of your participants to gad@tieza.gov.ph.

Thank you


ROSANNA M. OLGADO