Republic of the Philippines

Province of Misamis Occidental

Municipality of Clain

**BARANGAY MIALEN**

**OFFICE OF THE PUNONG BARANGAY**

EXECUTIVE ORDER NO.3 Series of 2024

**AN ORDER ESTABLISHING THE ANTI-SEXUAL HARASSMENT(ASH) DESK, ANTI-SEXUAL HARASSMENT ENFORCERS (ASHEs), ANTI-SEXUALHARASSMENT(ASH) HOTLINE, AND ANTI-SEXUAL HARASSMENT (ASH) REFERRAL NETWORK OF BARANGAY MIALEN, CLARIN, MISAMIS OCCIDENTAL**

**WHEREAS**, the State values the dignity of every human person and guarantees full respect for human rights:

**WHEREAS**, the policy of the State is to recognize the role of women in nation-building, and ensure the fundamental equality before the law of women and men;

**WHEREAS**, the State recognizes that both men and women must have equality, security, and safety not only in private spaces but also in publics paces;

**WHEREAS**, Sexual harassment in streets and public spaces will not be tolerated by the State as it violates the dignity and human rights of a person;

**WHEREAS**, Sexual harassment in the Philippines has been specifically prohibited under RA No. 7877, otherwise known as the "Anti-Sexual Harassment Act of 1995" and covered the acts committed in work, education, and training-related environments;

**WHEREAS**, RA No. 11313, otherwise known as the Safe Spaces Act (SSA) expands the law on sexual harassment in the country to cover all of its forms including verbal, non- verbal, and physical;

**WHEREAS**, RA No. 11313 further seeks to secure all persons, regardless of sex, sexual orientation, and gender identity and expression, from all kinds of gender-based violence and discrimination such as sexual harassment, not only in private spaces but also in public spaces;

**WHEREAS**, RA No. 7160 also known as the Local Government Code of 1991, mandates Local Government Units (LGUs) to promote the general welfare of their constituents;

**WHEREAS**, Section 8 of RA 11313 and Section 9 of its Implementing Rules and Regulations mandate all LGUs to prevent and respond to gender-based sexual harassment (GBSH) in streets and public spaces;

**WHEREAS**, DILG and Philippine Commission on Women Joint Memorandum Circular No. 2020-001 dated December 20, 2020 provides for the Guidelines on the Localization of the Safe Spaces Act, its IRR, particularly the provisions on GBSH in streets and public spaces;

**NOW THEREFORE**, **I**, **Rey M. Ebarle,Punong Barangay of Barangay Mialen**, Municipality of Clarin, Province of Misamis Occidental , by virtue of the powers vested in me by law, hereby order the **ESTABLISHMENT OF THE ANTI-SEXUAL HARASSMENT (ASH) DESK, ANTI- SEXUAL HARASSMENT ENFORCERS(ASHEs), ANTI-SEXUAL HARASSMENT(ASH) HOTLINE, AND ANTI-SEXUAL HARASSMENT(ASH) REFERRAL NETWORK OF BARANGAY Mialen, ,Clarin, Misamis Occidental.**

**SECTION 1. ESTABLISHMENT OF ANTI-SEXUAL HARASSMENT (ASH) DESK AND DESIGNATION OF MR. JONATHAN M. TEJADA, VAW DESK OFFICER AS ASH DESK OFFICER.**

The Violence Against Women (VAW) Desk shall also serve as the ASH Desk for the purpose of expediting the receipt and processing of complaints and reports of sexual harassment.

**SECTION 2. FUNCTIONS OF THE ASH DESK OFFICER. The ASH Desk Officer shall have the following functions:**

a. Receive, document, and respond to complaints and reports of GBSH in streets and publicspaces;

b. Facilitate the referral of cases and persons to the appropriate public and private service providers for further assistance such as legal, medical, psychosocial, safety, security, and other services;

c. Record the number of cases of GBSH in streets and public spaces received and referred to other agencies, and submit a quarterly report to the DILG Municipal Field Office and the Municipal Social Welfare and Development Office (MSWDO).

d. Keep case records confidential and secure, and ensure that only authorized personnel have access to these records;

e. Assist in the formulation/updating of policies; development of plans, programs, projects and activities; and educational and awareness campaigns to address GBSH in streets and public spaces;

f. Coordinate with pertinent agencies in monitoring the status of GBSH-related complaints and reports; and:

g. Perform other related functions as maybe assigned.

**SECTION 3. ESTABLISHMENT OF ANTI-SEXUAL HARASSMENT ENFORCERS (ASHES).**

The following Barangay Tanods are designated as Anti-Sexual Harassment Enforcers (ASHEs).

1. Ricardo D. Ramientos - Chief Tanod

2. Rogelito A. Bendula - Tanod Member

3.Wilfredo P. Alcoy - Tanod member

4. Andy D. Origenes - Tanod member

5. Ramon A. Serencio - Tanod member

6.Arnold S. Hoyohoy -Tanod member

7. Antonio E. Amesola -Tanod member

8.Alvin G. Dolera -Tanod member

9. Rolando R. Sacote -Tanod member

10. Wilfredo F. Cabaluna -Tanod member

11.Isidro E. Samporna -Tanod member

12.Osper T. Dapitan \_ Tanod member

13. Alan C. Sumalpong \_Tanod member

14. Dario L. Vina \_Tanod member

15. Regolo F. Navarro \_Tanod member

16. Arnel S. Bitad \_Tanod member

17. Percilo L. Ybanez \_Tanod member

**SECTION 4. FUNCTIONS OF THE ANTI-SEXUAL HARASSMENT ENFORCERS(ASHEs). The Anti Sexual Harassment Enforcers(ASHEs) shall have the following functions:**

a. Receive complaints on GBSH instreets and public spaces;

b.Immediately apprehend the perpetrator if caught in the act of committing the crime;

c. Immediately bring the perpetrator to the nearest police station for appropriate action; and

d. Together with the Women'sand Children'sDesk of thePNP stations, keep a ledger of perpetrators for the purpose of determining if the perpetrator is a first-time, second-time orthird-time offender.

**SECTION 5. PROTOCOLS IN HANDLING GBSHINSTREETS AND PUBLIC SPACES COMPLAINT FROM THE VICTIM-SURVIVORS.**

The ASH Desk Officer shall observe the following protocols when responding to complaints of gender-based sexual harassment from victim- survivors:

1. Make thevictim-survivor and his/ hercompanion / s, if any, comfortable in a safe and private room, and provide water and other immediate needs, ifany;

2. After the victim-survivor has stabilized, conduct an initial investigation in a gender-sensitive and non-judgmental manner, and in a language understood by the victim-survivor;

3. Assess the situation and get initial information to determine the risks at hand.Record thedetails of theincident (date, time, place, and description), relevant information about thevictim-survivor and the alleged perpetrator.If needed, immediately facilitate referral to the nearest police station or medical facility;

4. Inform the victim survivor of his/her rights, the remedies available, and the procedures and processes involved;

5. If the case involves a minor, immediately refer the case to MSWDO;

6. If the incident is covered by the Katarungang Pambarangay, assist the victim- survivor and refer the case to the LupongTagapamayapa within four hours from receipt of the complaint;

7. For all other incidents, refer and report the cases to the police station through the Women And Children Protection Desk(WCPD )within four hours from receipt of the complaint;

and 8. Monitor the status of cases of gender-based sexual harassment five (5) working days after the case has been referred to

**SECTION 6. PROTOCOLS IN HANDLING GBSH INSTREETS AND PUBLIC SPACES COMPLAINT OTHER THAN THE VICTIM-SURVIVORS.**

The ASH Desk Officer shall observe the following protocols when responding to reports of gender-based sexual harassment from persons other than the victimssurvivors:

1. Verify the information and seek assistance from the Anti-Sexual Harassment Enforcers (ASHEs) or the local police station ,if needed;

2. Assess the situation and facilitate the rescue of the victim-survivor, when necessary, to ensurehis/hersafety;

3. If the victim-survivor is rescued or appears beforethe ASHDesk, follow the same protocols in responding to direct complaints from victim-survivors;

4. In all cases, record the details of the incident (date, time, place, and description), and relevant information about the victim-survivor, the alleged perpetrator and the person reporting;

5. If the case involves a minor, refer and report the casetoC/MSWDO within 24- hours upon receipt of the report;

6. If the incident is covered by the Katarungang Pambarangay, assist the victim- survivor and refer the case to the LupongTagapamayapa within24-hours from receipt of the complaint;

7. For all other incidents, refer and report the case to the local police station through the Women and Children Protection Desk(WCPD)within four hours from receipt of the complaint; and

8. Monitor the status of gender-based sexual harassment cases five(5) working days after the case has been referred to.

**SECTION7.ESTABLISHMENT OF ANTI-SEXUAL HARASSMENT(ASH)HOTLINE.**

The ASH **Hotline Number** of Barangay Mialen ,Clarin, Misamis Occidental is 09519450880 and Ms.Elvie M. Bendula,Barangay Secretary is designated as ASH Hotline Operator.

**SECTION 8. FUNCTIONS OF THE ASH HOTLINE OPERATOR.** The ASH Hotline Operator shall have the following functions:

1. Receive complaints/reports involving gender-based sexual harassment;

2. Assess the nature of the assistance needed and facilitate the referral to ASH Desk or to the appropriate service providers for legal,psycho-social, safety, security, and other assistance or services;

3. Record, maintain and update a data base of complaints/reports received through the ASH Hotline; and

4. Perform other related functions as may be assigned.

**SECTION 9. PROTOCOLS IN HANDLING COMPLAINTS/REPORT RECEIVED THROUGH THE ASH HOTLINE**. The ASH Hotline Operator must observe the protocol in handling complaints/reports received through the ASH Hotline:

1. When speaking, stay calm at all times. Speaking the local dialector at least in Filipino language;

2. Get as many details as possible, including the personal circumstances of the caller and/or the victim-survivor, to have a clear picture of the incident being reported;

3. Ask the caller what specific assistance is being sought. If the caller has no specific request, assess the nature of the complaint/report and determine what assistance may be given to him or her. Provided, that the consent of the caller is obtained first before referral is made;

4. Written records and audio recordings of complaints/reports, if available, reports, and inquiries involving sexual harassment shall be preserved and kept confidential and separatefrom the other emergency reports at all times. Such records shall be preserved for at leastone (1) year. As such, the ASH Hotline Operator shall ensure that no use, viewing, copying,disclosure or publication of such written records, audio recordings and reports shall be made unless, the same is ordered by the court or other body with competent jurisdiction; and

5. For calls which aremere queries related to the Safe Spaces Act and other related laws,ordinances, rules, and regulations, the caller may be directed to the ASH Desk Officer to give ample time for explanation.

**SECTION 10. ESTABLISHMENT OF AN ANTI-SEXUAL HARASSMENT (ASH) REFERRALNETWORK.**

The ASH Referral Network is established to strengthen the coordinationamong public and private service providers in addressing the needs of victim-survivors of gender -based sexual harassment. Its hall provide legal, medical,psychosocial, safety, security, and other relevant services.

Chairperson: **Rey M. Ebarle:** Punong Barangay

Members;

1) Peter B. Espares \_\_\_\_ Barangay Kagawad Women&Family

2. Jonathan M. Tejada \_\_\_\_ VAW ASH Desk Officer

3) Dr. Nino Ceferino Revelo \_\_\_ MHO

4) Ms. Edme Pequit \_\_\_\_ MSWDO

5) PCpl Sheena Marie Mejares Hayagan \_\_ PNP WCPD

6) Arlene C. Barquilla \_\_\_ DepEd Representative

7) Myrna F. Navarro \_\_\_ CSO Women’s Pres. VAW Desk

The respective representatives of the different offices, agencies, institutions,and organizations shall be responsible for the processing of referrals made to themand for the efficient delivery of their respective services.

The members of ASH Referral Network shall receive and efficiently act onreferrals from the ASH Desk and ASH Hotline for the provision of services needed byvictim-survivors and witnesses of gender-based sexual harassment.

**SECTION 11.FUNDING**. The implementation and localization of the Safe Spaces Act may becharged against the Gender and Development(GAD) budget or other sources of fundssubject to the availability thereof and to the existing accounting and auditing rulesand regulations.

**SECTION 12.EFFECTIVITY**. This Executive Order shall take effect immediately.

Done this 16th day of March, 2024, in Barangay Mialen ,Clarin,Misamis Occidental.

**HON, REY M. EBARLE**

Punong Barangay