




Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY



FEB 02 2022

FOR : All Heads of DOST Regional Offices, RDIs, S&T Service
Institutes, Sectoral Councils, Collegial Bodies and DOST Central Office

FROM : 
DR. DIANA L. IGNACIO
Assistant Secretary for HRMMSSC, and
OIC for GRSS, and DOST-wide GAD Focal Person

SUBJECT : **Invitation to the Online Training: Allocation, Utilization and Audit of GAD Funds
for NGAs, GFIs, GOCCs, Water Districts and Electric Cooperatives**

DATE : **January 31, 2022**

Attached please find the invitation and other details from the **Center of Global Best Practices** pertaining to the online training on the Allocation, Utilization, Audit of GAD Funds that will build the capacity of your GAD Focal Point System. Please be informed that there is a corresponding training fee in participation of this training which you can charge to your GAD budget subject to the usual accounting and budgeting rules and regulations.

For any assistance or clarification regarding this training, you can contact CGBP at (+63 2) 8842-7148 or 59 or email Jamie Borlaza, program leader, at jamie.cgbp@yahoo.com.

Thank you very much for your usual support.

GAD-22-00029



21 January 2022

To: Hon. Fortunato T. de la Peña

Secretary

Department of Science and Technology (DOST)

2/F Admatel Building, DOST Complex

General Santos Avenue, Bicutan, Taguig City, Philippines

Dear **Sec. de la Peña,**

Greetings from the Center for Global Best Practices!

This is to invite you to the online training program **"Allocation, Utilization and Audit of GAD Funds for NGAs, GFIs, GOCCs, Water Districts and Electric Cooperatives"** scheduled on Thursday, March 17, 2022 at 1:30 PM via ZOOM.

May we respectfully request your office to disseminate our invitation to all Gender and Development (GAD) groups within the *DOST* head office and regional offices, particularly, the Members of GAD Focal Point System Technical Working Group, Budget and Planning Officers, Finance, Accounting and Administrative Officers and GAD compliance and training officers.

This three-hour lecture session will provide participants with a clearer understanding and application of the guidelines related to GAD planning, budgeting and use of the mandatory GAD fund allocation. The discussion will include updates and audit guidelines of GAD budget to preclude agencies from receiving notices of suspension and disallowances.

Training investment is P3,880 per person inclusive of an e-certificate and a printed learning material. The Center for Global Best Practices is Non-VAT Registered. We encourage attendees to register and pay on or before February 17, 2022 to avail of the early payment discount amounting to P2,980 per person.

May we also take this opportunity to invite you to another GAD Compliance Training on **"The Law and IRR of the Safe Spaces Act"** scheduled on Friday, April 1, 2022 at 1:30PM via Zoom.

This comprehensive training will discuss all aspects of RA 11313 and its implementing rules and regulations that took effect on March 15, 2020. The content of the lecture includes actions punishable under this law, liabilities of individuals and institutions, development of a code of conduct, investigation mechanisms, preventive measures, remedies, and valuable advice to keep your people in the organization and the general public protected as envisioned in this law.

Attending these training programs is not covered by Philippine Procurement Law or RA 9184 based on its Revised IRR's Section 4.5-b. Enumerated as non-procurement activities are the following: *Participation in local or foreign scholarships, trainings, continuing*



"Enhancing Global Competitiveness Through Best Practices"

Attendees from the government are exempted from the P2,000.00 limit set by COA for attending training provided by the private sector based on Department of Budget and Management Circular No. 563 dated April 22, 2016.

Attached are the complete details including the registration forms. For any assistance or clarification regarding this event, we may be reached at (+63 2) 8842-7148 or 59 or e-mail *Jamie Borlaza*, program leader, at jamie.cgbp@yahoo.com. Thank you for your support and attention to this matter.

Very truly yours,

Henry Belleza Aquende, MBM, Hon. DPA
Founder and President
Center for Global Best Practices



REGISTRATION FORM

ATTN: Jamie Borlaza
Manila Lines:
Manila Telefax:
Website:

jamie.cgbp@yahoo.com
(+63 2) 8556-8968 or 69
(+63 2) 8842-7148 or 59
www.cgbp.org

- ✓ **Allocation, Utilization & Audit of GAD Budget for NGAs, GFIs, GOCCs, Water Districts & Electric Cooperatives**
 Thursday, March 17, 2022 * 1:30pm to 4:45pm via **Zoom**
- ✓ **Allocation, Utilization & Audit of GAD Budget for Local Government Units**
 Tuesday, March 15, 2022 * 1:30pm to 4:45pm via **Zoom**
- ✓ **GAD Training Compliance: The Law and IRR of the Safe Spaces Act**
 Friday, April 1, 2022* 1:30pm to 4:30pm via **Zoom**

NOTE: Government employees attending these training programs are exempted from the Php 2,000 limit per day set by COA based on DBM circular 563 dated April 22, 2016.

Participant 1 registration details:

(NOTE: THE NAME YOU REGISTER IS EXACTLY WHAT WILL APPEAR IN THE CERTIFICATE OF ATTENDANCE)

**Important: All fields are required.*

Fullname: _____

Nickname: _____ Birthday: _____

Job Title: _____

Company: _____

Address to deliver printed guide: _____

Tel: _____ Local #: _____

Office E-mail: _____

Permanent E-mail: _____

Mobile Phone #: _____

ZOOM user name to be used for the webinar: _____

Participant's Signature: _____

Please put a checkmark in the box of the training you want to attend:

☐ **Allocation, Utilization & Audit of GAD Budget for NGAs, GFIs, GOCCs, WDs & ECs**

Date: **March 17, 2022**

☐ **Allocation, Utilization & Audit of GAD Budget for Local Government Units**

Date: **March 15, 2022**

☐ **The Law and IRR of the Safe Spaces Act**

Date: **April 1, 2022**

Would you like to be included in our mailing list? ☐ Yes ☐ No

Participant 2 registration details:

(NOTE: THE NAME YOU REGISTER IS EXACTLY WHAT WILL APPEAR IN THE CERTIFICATE OF ATTENDANCE)

**Important: All fields are required.*

Fullname: _____

Nickname: _____ Birthday: _____

Job Title: _____

Company: _____

Address to deliver printed guide: _____

Tel: _____ Local #: _____

Office E-mail: _____

Permanent E-mail: _____

Mobile Phone #: _____

ZOOM user name to be used for the webinar: _____

Participant's Signature: _____

Please put a checkmark in the box of the training you want to attend:

☐ **Allocation, Utilization & Audit of GAD Budget for NGAs, GFIs, GOCCs, WDs & ECs**

Date: **March 17, 2022**

☐ **Allocation, Utilization & Audit of GAD Budget for Local Government Units**

Date: **March 15, 2022**

☐ **The Law and IRR of the Safe Spaces Act**

Date: **April 1, 2022**

Would you like to be included in our mailing list? ☐ Yes ☐ No

Participant 3 registration details:

(NOTE: THE NAME YOU REGISTER IS EXACTLY WHAT WILL APPEAR IN THE CERTIFICATE OF ATTENDANCE)

**Important: All fields are required.*

Fullname: _____

Nickname: _____ Birthday: _____

Job Title: _____

Company: _____

Address to deliver printed guide: _____

Tel: _____ Local #: _____

Office E-mail: _____

Permanent E-mail: _____

Mobile Phone #: _____

ZOOM user name to be used for the webinar: _____

Participant's Signature: _____

Please put a checkmark in the box of the training you want to attend:

☐ **Allocation, Utilization & Audit of GAD Budget for NGAs, GFIs, GOCCs, WDs & ECs**

Date: **March 17, 2022**

☐ **Allocation, Utilization & Audit of GAD Budget for Local Government Units**

Date: **March 15, 2022**

☐ **The Law and IRR of the Safe Spaces Act**

Date: **April 1, 2022**

Would you like to be included in our mailing list? ☐ Yes ☐ No

Please put a checkmark in the box of your preferred availments:

Allocation, Utilization & Audit of GAD Budget for NGAs, GFIs, GOCCs, WDs & ECs

- ☐ **P 2,980 (I / we will pay on or before February 17)**
☐ **P 3,880 (I / we will pay after February 17)**

Allocation, Utilization & Audit of GAD Budget for Local Government Units

- ☐ **P 2,980 (I / we will pay on or before February 15)**
☐ **P 3,880 (I / we will pay after February 15)**

The Law and IRR of the Safe Spaces Act

- ☐ **P 2,580 (I / we will pay on or before March 1)**
☐ **P 3,580 (I / we will pay after March 1)**

**Training investment is inclusive of an e-certificate and a printed learning material*

Optional: I am adding P 450 for a printed copy of a Certificate of Attendance delivered to the address specified in this registration form for attendee ☐ 1 ☐ 2 ☐ 3

Important: Please submit this registration form together with your proof of payment.

REGISTRATION POLICY

By enrolling in this program, the participant/s confirm/s to have read and accepted the terms and conditions set in these policies. Registration is required for access to the event. Only those who registered shall be notified in case of any change in schedule and/ or other details. The data collected is in accordance with the data privacy law of the Philippines.

ATTENDANCE POLICY

All attendees shall be responsible for their own access and wi-fi connection. Any technical malfunction from their end shall not be subject for refund. Participants must abide by the honor code system.

GUARANTEED SLOTS

Only paid registrants have guaranteed ZOOM slots. Those who registered but have not yet paid are given "priority status" contingent upon availability of slots.

CANCELLATION POLICY

NO refunds upon payment. Substitutes are allowed with written notice to the Center for Global Best Practices at least three working days prior to the webinar.

PAYMENT METHOD

All payments may be made in US\$ or Pesos.
 (At a fixed conversion rate of US\$1 = P50)