



Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City

Tel. Nos. (632) 920-4301 * (632) 928-0691 to 93
924-2540 * 928-8592
929-6626 loc. 2012 - 2014

URGENT MEMORANDUM

REC'D
330
4/10/04

FOR : All Regional Executive Directors, Regional Directors EMB and MGB, Bureau Directors and Heads of Attached Agencies

ATTENTION : GAD Focal Points

FROM : The OIC, Head Executive Assistant and Chairperson, DENR-National Gender and Development Focal Point System

SUBJECT : **SUBMISSION OF PHYSICAL AND FINANCIAL ACCOMPLISHMENT FOR CY 2003 AND PROGRAM AND ACTIVITIES FOR THE WOMEN'S MONTH CY 2004**

DATE : FEB 05 2004

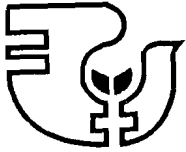
This refers to attached letter of Ms. Emmeline L. Verzosa, Executive Director, National Commission on the Role of Filipino Women (NCRFW), requesting us to submit the Department's GAD Accomplishment Report for FY 2003. This is to determine/assess the level of government support for GAD, identify implementation blocks and corrective measures that need to be put in place in order to improve the implementation of the GAD Budget Policy.

In this connection, may we request your office to submit your GAD physical and financial accomplishments for CY 2003 **not later than 09 February 2004.**

In addition and in preparation for the Women's Month celebration this coming March, may also we request your office to submit your respective programs and activities for this year's celebration **not later than 12 February 2004.**

Please send your reply to this Office through fax at telefax number 9242540 attention Ms. Rose Mansueto.


MARILYN Q. LANDICHO

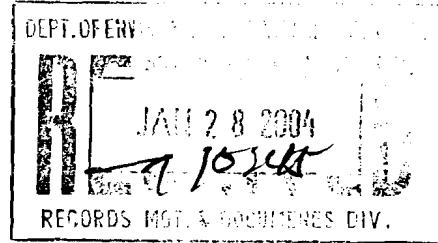


OFFICE OF THE PRESIDENT
 NATIONAL COMMISSION ON THE ROLE OF FILIPINO WOMEN
 "National Machinery for the Advancement of Women"
 1145 J.P. Laurel St., San Miguel, Manila



January 16, 2004

Hon. Elisea Gozun
 Secretary
 Department of Environment and Natural Resources
 DENR Bldg, Visayas Ave.
 Quezon City



Dear Secretary Gozun:

Due Feb 6, 2004

In compliance with Section 27 of the General Appropriations Act, may we request you to submit your agency's Accomplishment Report for FY 2003 by January 30, 2004. *Feb 10, 2004*

Your reports will help us determine/assess the level of government support for GAD, identify implementation blocks, and corrective measures that need to be put in place in order to improve the implementation of the GAD Budget Policy. Your submissions will also enable us to improve on guidelines, our technical assistance services and overall approach to gender mainstreaming.

Attached for your reference is a copy of the reporting guidelines. The guidelines spell out the information that will help us review your accomplishment reports and prepare our reports. These updated guidelines as of June 2003, supercede the previous guidelines, including the list of acceptable and non-acceptable PPAs that we have recommended for your perusal in the preparation of your GAD plans since 1999.

Kindly note that the guidelines include examples and some guide questions to help you in the formulation of statement of PPAs and the inclusion of other relevant details in the report.

Should you have questions or comments regarding these concerns, please do not hesitate to call the Monitoring and Evaluation Division at telephone no. 735-4763 or send an e-mail through med@ncrfw.gov.ph. *Jan*

Thank you very much for your immediate action and continued support to gender mainstreaming.

Very truly yours,

For the Chairperson:
AURORA JAVATE-DE DIOS

Emmeline J. Verzosa
Emmeline J. Verzosa
 Executive Director

FAX
 735 47 63 MED
 736 52 50 Dep Director