



Republic of the Philippines  
Department of Environment and Natural Resources

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**MEMORANDUM**

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

**ATTENTION :** Gender and Development (GAD) Focal Point Persons

**FROM :** The Assistant Secretary for FASPO and Chair, National  
Gender and Development (GAD) Focal Point System

**SUBJECT :** **STANDARD COURSE DESIGN FOR THE CONDUCT OF  
ORIENTATION/REORIENTATION ON GENDER AND  
DEVELOPMENT (GAD) FOR DENR KEY  
OFFICIALS/EXECUTIVES/MANAGERS**

**DATE :** **OCT 24 2005**

To sustain the GAD advocacy program of the Department, the Orientation/Reorientation on GAD for DENR Key Officials/Executives/Managers shall be conducted in all DENR offices.

In this regard, you are hereby advised to instruct your HRD Office/Section to facilitate the implementation of the program this 4<sup>th</sup> quarter. For CY 2006, please incorporate in your training calendar the conduct of said program, specifically before the celebration of the Women's Month in March 2006.

To ensure an effective monitoring of the program implementation, you are required to submit a Post Training Report to this Office, through the Human Resource Development Service (HRDS), Central Office within fifteen (15) days from the completion of the activity.

If you have conducted similar training programs before, please provide us with a list of key officials/executives who have undergone the program. Please follow the same procedure above in the submission.

We have prepared the standard course design (see attached) that you will adopt during the implementation.

For your compliance.

*Analiza Teh*  
ATTY. ANALIZA REBUelta-TEH

## **ORIENTATION/REORIENTATION ON GENDER AND DEVELOPMENT (GAD) FOR DENR KEY OFFICIALS/EXECUTIVES/MANAGERS**

### **1.0 Rationale**

On 12 February 1992, Republic Act No. 7192 was signed into law promoting the integration of women as full and equal partners of men and women in nation building. In compliance with the provisions of the Act, the DENR established structures, systems and mechanisms to facilitate and sustain GAD mainstreaming in its policies, programs and projects.

Relative to the capability building program of GAD in the Department, HR development programs such as orientation, training, workshops, symposia, writeshops, etc. were developed and implemented. Statistics, however, showed that most of those who benefited from these programs were the rank and file.

At a glance, the information indicated that the DENR executives/managers have been deprived of the opportunities to develop/enhance their K-A-S-H (knowledge, attitude, skills, habits) on policy/decision making on GAD-related matters. The role of leaders in making GAD advocacy in their workplace is indispensable. The need for leaders who are GAD sensitized and committed is vital in making GAD mainstreaming possible.

It is in this premise that the conduct of a one-day Orientation/Reorientation on GAD for all DENR key officials/executives/managers becomes imperative. The process shall be done continuously until a pool of GAD advocates/catalysts among our leaders has been established.

## **2.0 Objectives**

At the end of the day's session, the orientation/reorientation shall be able to provide DENR key officials, executives and managers with deeper and wider appreciation of GAD concepts and principles in relation to DENR thrusts/mandates.

Specifically, it shall enable the participants to:

1. Revisit GAD in the Philippine Medium-Term Development Plan (2004 – 2010);
2. Discuss the legal mandates and other issues concerning GAD in the Department;
3. Discuss gender mainstreaming in the DENR;
4. Enhance knowledge and skills in making environment and natural resources management gender responsive;
5. Discuss and share experiences concerning GAD implementation; and
6. Recognize and discuss managers/executives' concerns/responsibilities being advocates of GAD.
7. Pledge commitment on how to apply learning gained in their respective offices.

## **3.0 Course Contents**

- a. GAD in the Medium-/Term Philippine Development Plan (2004 – 2010)
- b. Revisiting GAD (Legal Mandates)
- c. Gender Mainstreaming in the DENR
- d. Making Environment and Natural Resources Management Gender Responsive
- e. Managers as Advocates of GAD
- f. Personal Commitment Setting

#### **4.0 Methodology**

The Human Resource Development Service (HRDS) shall handle the program implementation in the Central Office. The HRD Office/Section in the regions, bureaus and attached agencies shall be responsible in the conduct of the program in their respective offices.

During the sessions, lecture discussion shall be utilized to enhance the learning situation. There shall be an Open Forum after all presentations have been undertaken.

#### **5.0 Target Participants**

The participants of the program shall be composed of the following:

##### **5.1 DENR Central Office**

- Undersecretaries
- Assistant Secretaries
- Service Directors
- Division Chiefs
- Project Directors/Managers
- Unit Heads

##### **5.2 Regional Offices**

- Regional Executive Directors
- Regional Directors, EMB and MGB
- Regional Technical Directors
- Division Chiefs
- Project Directors/Managers
- Unit Heads

##### **5.3 Bureaus**

- Directors
- Assistant Directors
- Division Chiefs
- Project Directors/Managers
- Unit Heads

#### **5.4 Attached Agencies**

- President, NRDC
- Administrator, NAMRIA
- General Manager, LLDA
- Division Chiefs
- Project Directors/Managers
- Unit Heads

#### **6.0 Resource Persons**

The resource persons shall be tapped from the DENR Focal Point System, NCRFW, UP, NEDA and from the pool of GAD experts in the DENR.

#### **7.0 Duration/Venue**

This is a one-day activity only. It shall be held at the HRD Function Room, Training Hall, Conference Room or any training venue outside which offers affordable cost.

#### **8.0 Course Output**

Each participant shall be required to accomplish My Commitment Sheet as pledge on how to apply learning gained when they go back to their workplace.

#### **9.0 Schedule of Activities**

Please see attached.

#### **10. Post Training Report**

A post training report shall be submitted to the Assistant Secretary for FASPO and Chair, National Gender and Development (GAD) Focal Point System, through the OIC, Director, Human Resource Development Service (HRDS) within fifteen (15) days from completion of the program.

## **11. Budgetary Requirements**

All expenses to be incurred in this activity shall be charged against the funds of the GAD Focal Point System of the office implementing the program such as the Central Office, regional offices, bureaus and attached agencies.

**ORIENTATION/REORIENTATION ON GENDER AND DEVELOPMENT (GAD)  
FOR DENR KEY OFFICIALS/EXECUTIVES/MANAGERS**

**SCHEDULE OF ACTIVITIES**

<b>TIME</b>	<b>TOPIC/ACTIVITY</b>	<b>METHODOLOGY</b>	<b>RESPONSIBLE PERSON</b>
<b>A. M.</b>			
8:00 – 8:15	Registration		Training Staff
8:15 – 8:30	Opening Program		Training Staff
8:30 – 8:45	Program Overview	Presentation	Facilitator
8:45 – 9:45	GAD in the Philippine Medium-Term Development Plan (2004-2010)	Presentation	Resource Person
<b>9:45 – 10:00</b>		<b>B R E A K</b>	
10:00 – 11:00	Legal Mandates on GAD	Lecture/Discussion	Resource Person
11:00 – 12:00	Gender Mainstreaming in the DENR	Presentation/Discussion	Resource Person
<b>12:00 – 1:00</b>		<b>B R E A K</b>	
<b>P. M.</b>			
1:00 – 2:00	Making Environment and Natural Resources Management Gender Responsive: Mainstreaming GAD on DENR Plans	Lecture/Discussion	Resource Person
2:00 – 3:00	GAD Implementation Updates	Presentation	Resource Person
<b>3:00 – 3:15</b>		<b>B R E A K</b>	
3:15 – 4:00	Managers as Advocates of GAD	Presentation/Discussion	Resource Person
4:00 – 4:30	OPEN FORUM	Question/Answer	GAD Focal Person
4:30 – 5:00	Personal Commitment Setting	Exercises	Facilitator

