



15 October 2020

MEMORANDUM NO. 438

Series of 2020

T O:	<p>Prof. Maria Aurora T.W. Tabada</p> <p>Dr. Daniel Leslie Tan</p> <p>Dr. Lourdes B. Cano</p> <p>Ms. Louella C. Ampac</p> <p>Dr. Jose L. Bacusmo</p> <p>Dr. Antonio P. Abamo</p> <p>Dr. Ma. Kim L. Aure</p> <p>Atty. Rysan C. Guinocor</p> <p>Engr. Mario Lilo P. Valenzona</p> <p>Dr. Elwin Jay Yu</p> <p>Dr. Christina A. Gabrillo</p> <p>Dr. Alice M. Acabal</p> <p>Dr. Rosario P. Abela</p> <p>Ms. Maricel V. Lim</p> <p>Ms. Kleer Jeann Longatang</p> <p>Prof. Rufina F. Capuno</p> <p>Mr. Bryan R. Gapasin</p> <p>Ms. Phoebe Lynn B. Calungsod</p> <p>Dr. Shiela R. Rabe</p> <p>Dr. Delfin E. Cabardo Jr.</p> <p>Ms. Shella S. Salamia</p> <p>Ms. Susanie B. Aquiles</p> <p>Ms. Marieli Cherry C. Cipres</p> <p>Ms. Carmela D. Maliper</p> <p>Dr. Shalom Grace C. Sugano</p> <p>Ms. Chona A. Brit</p> <p>Ms. Marwen A. Castaneda</p> <p>Mr. Uldarico B. Alviola</p> <p>Ms. Aubrey de Asis</p> <p>Ms. Letty Jean C. Lor</p>	<p>- Head, Gender Resource Center</p> <p>- Director for Planning</p> <p>- Director for Administration</p> <p>- Director for Financial Management</p> <p>- Director for Research</p> <p>- Director for Extension</p> <p>- Director for Instruction and Evaluation</p> <p>- Chief Legal Officer</p> <p>- Director for Physical Plant</p> <p>- Head, USHER</p> <p>- GAD Coordinator, CAFS</p> <p>- GAD Coordinator, CAS</p> <p>- GAD Coordinator, CE</p> <p>- GAD Coordinator, CET</p> <p>- GAD Coordinator, CFES</p> <p>- GAD Co-Coordinator, CME</p> <p>- GAD Co-Coordinator, CME</p> <p>- GAD Coordinator, CN</p> <p>- GAD Co-Coordinator, CVM</p> <p>- GAD Co-Coordinator, CVM</p> <p>- GAD Coordinator, VSU Alangalang</p> <p>- GAD Coordinator, VSU Isabel</p> <p>- GAD Coordinator, VSU Tolosa</p> <p>- GAD Coordinator, VSU Villaba</p> <p>- Principal, VSU Integrated High School</p> <p>- Head, USSO Student Welfare Services</p> <p>- University Registrar</p> <p>- University Integrated Information Center</p> <p>- USSC Representative</p> <p>- Recording Secretary, GRC</p>
-------------	--	---

R E: Reconstitution of GAD Focal Point System Technical Working Group/Secretariat



By virtue of the authority vested in me by the VSU Board of Regents, the Gender and Development Focal Point System Technical Working Group/Secretariat (GFPS-TWG/S) is hereby reconstituted with Prof. Maria Aurora Teresita W. Tabada as Chair and Ms. Letty Jean C. Lor as Recording Secretary, for a term of three years, effective October 15, 2020 to October 15, 2023 or unless sooner terminated or revoked by higher authorities without prejudice to reappointment.

The functions of the Technical Working Group/Secretariat are as follows:

1. Facilitate the implementation of the gender mainstreaming efforts of the agency through the GAD planning and budgeting process;
2. Formulate agency GAD Plans, Programs and Budget in response to the gender gaps and issues faced by their clients and constituencies, women and men employees, following the conduct of a gender audit, gender analysis, and/or review of sex disaggregated data;
3. Assist in the capacity development of and provide technical assistance to the agency, and as needed, to officers in the other offices or units;
4. Coordinate with the various units of the agency and ensure their meaningful participation in GAD strategic and annual planning exercises especially on the preparation, consolidation and submission of GAD Plans and Budgets;
5. Lead the conduct of advocacy activities and the development of IEC materials to ensure critical support of agency officials, staff and relevant stakeholders to the activities of the GFPS and GAD mainstreaming activities;
6. Monitor the implementation of GAD related programs, activities and projects in their respective offices and suggest corrective measures to improve implementation of GAD PAPs and GFPS activities;
7. Prepare and consolidate agency GAD accomplishment reports; and
8. Provide regular updates and recommendations to the head of agency or ExeCom on the activities of the GFPS and the progress of agency GAD mainstreaming activities.

For your information and compliance.

EDGARDO E. TULIN
President & GFPS Chair