



REPUBLIC OF THE PHILIPPINES
Province of Basilan
CITY GOVERNMENT of ISABELA
OFFICE OF THE CITY MAYOR
2/F Isabela City Hall, Sunrise, Isabela City, Basilan 7300

EXECUTIVE ORDER NO. 031
Series of 2024-*eg*

**“RECONSTITUTION OF THE GENDER AND DEVELOPMENT (GAD)
MONITORING AND EVALUATION (M&E) TEAM OF THE CITY OF ISABELA, BASILAN
PROVINCE”**

WHEREAS, the Philippine Commission on Women (PCW), Department of Interior and Local Government, Department of Budget and Management, and National Economic and Development Authority issued Joint Memorandum Circular (JMC) No. 2013-01, as amended, entitled, "Guidelines on the Localization of the Magna Carta of Women" which provides that all Local Government Units (LGUs) shall create and maintain a gender-responsive Monitoring and Evaluation (M & E) System.

WHEREAS, the creation of the GAD M & E Team would provide assessment and recommendation to the progress of Gender Mainstreaming effort to achieve a gender-responsive governance. This would strengthen the M & E System for gender responsive policies, programs, projects and activities.

WHEREAS, in compliance with the aforementioned laws, order and directives, the City Government Unit of Isabela ensures there is a need to create a GAD M & E Team to assess the level of Gender Mainstreaming in the City of Isabela.

NOW THEREFORE, I, SITTI DJALIA A. TURABIN-HATAMAN, City Mayor, Isabela City, Basilan Province, by virtue of the powers vested in me by law, do hereby order the reconstitution of the Gender and Development (GAD) Monitoring and Evaluation (M&E) Team of the city of Isabela, Basilan Province;

Section 1. RECONSTITUTION OF THE GENDER AND DEVELOPMENT (GAD) MONITORING AND EVALUATION (M&E) TEAM. - The Gender and Development (GAD) Monitoring and Evaluation (M&E) Team of the City of Isabela is hereby established.

Section 2. COMPOSITION. The Gender and Development (GAD) Monitoring and Evaluation (M&E) Team shall include but shall not be limited to the following:

Chairperson:	GFPS Technical Working Group Chairperson
Members:	City Planning and Development Officer
	City Human Resource Management Officer
	City Budget Officer
	City Accounting Officer
	City Social Welfare and Development Officer
	City Local Government Operations Officer
	Representative from City Administrator's Office
	Representative from Mayor's Office
	President, Local Council of Women
	Representative from Academe, CSO



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Section 4. INCLUSION OF GENDER EXPERTS. The M&E Team shall include members with expertise in gender studies, women's rights, social work, or a related field. This will ensure that the team has the necessary expertise to evaluate the effectiveness of gender mainstreaming efforts.

Section 5. TERM OF COMMITTEE. If any of the aforesaid representatives is determined to be disqualified under any existing law, rules and regulations, said representative shall be removed from the composition of the Council or its committee.

Section 6. FUNCTIONS AND DUTIES. The Gender and Development (GAD) Monitoring and Evaluation (M&E) Team shall have the following functions and duties:

1. Monitor the implementation of GAD Plan and utilization of GAD Budget, and assess the status of the city's institutional mechanisms on gender mainstreaming;
2. Provide quarterly updates on Financial Status and Physical Status of GAD PPA's.
3. Provide regular suggestions and recommendations for corrective measures to improve implementation of GAD programs, projects and activities (PPA's) and GFPS activities.
4. Prepare and consolidate agency GAD accomplishment reports;
5. Submit GAD Agenda Progress Report;
6. Submit GAD Agenda End of Term Report at the end of the Local Chief Executive's three-year term.
7. The GAD M&E Team shall invite the concerned implementing office or unit of the GAD program/project being assessed during the monitoring and evaluation. All M&E activities shall be incorporated in the City GAD Plan and Budget.
8. Evaluate the outcomes of the city's GAD policies, programs and projects and submit GAD Evaluation Report to the DILG Regional Office at the end of the Local Chief Executive's three-year term.

Section 7. SECRETARIAT TO ASSIST THE M&E TEAM

- a. Composition: GAD Focal and personnel of the GAD Unit
- b. Functions:
 - Assist the GAD M&E Team in the performance of their roles and responsibilities, specifically on the provision of administrative and logical services, preparation of meeting agenda, and documentation of GFPS meetings and related GAD activities.

Section 8. MEETINGS. The Gender and Development (GAD) Monitoring and Evaluation (M&E) Team shall meet quarterly or as often as may be necessary in order to carry out its duties and responsibilities. Gender and Development Unit shall be responsible for the





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smooth and orderly conduct of the meeting, including issuances of notices, logistical requirements, agenda, minutes of the meeting, handling of correspondences, among others:

Section 9. SUBMISSION OF REPORTS. The GFPS Technical Working Group shall submit reports, recommendatory actions, and periodic assessments to the Local Chief Executive (LCE) and to the Sangguniang Panlungsod (SP) for appropriate executive or legislative action.

Section 10. REPEALING CLAUSE. All other orders, rules, regulations and issuances or parts thereof which are inconsistent with this Executive Order are hereby repealed or modified accordingly.

SECTION 11. SEPARABILITY CLAUSE: If any provisions herein are declared unconstitutional, the rest shall remain valid and enforceable.

SECTION 12. EFFECTIVITY CLAUSE: This order shall take effect immediately and supersedes all other related orders.

Done and issued this **11th** day of **October 2024** at Isabela City, Basilan Province.


SITTI DJALIA A. TURABIN-HATAMAN
City Mayor



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