



Republic of the Philippines
Province of Bulacan

MUNICIPALITY OF SANTA MARIA
OFFICE OF THE MUNICIPAL MAYOR



EXECUTIVE ORDER NO. 017 – 2024

**“REORGANIZING THE GENDER AND DEVELOPMENT FOCAL POINT
SYSTEM IN THE MUNICIPALITY OF SANTA MARIA, BULACAN”**

WHEREAS, Republic Act No. 9710, otherwise known as the Magna Carta of Women recognizes the role of women in nation building;

WHEREAS, the issuance of DILG MC No. 2013-01 explicitly emphasizes the Roles and Responsibilities of local government units as stipulated thereof;

WHEREAS, Republic Act 9710 requires the reorganization of Gender and Development (GAD) Focal Point System in all provinces, cities, municipalities and barangays;

WHEREAS, recent changes in the composition of the Sangguniang Bayan Committees on Women, Family Relations, and Gender Equality, and the Sangguniang Bayan Committees on Finance, Budget, and Appropriation, in addition to the appointment of the new Municipal Budget Officer, Lorena F. Gonzales, necessitate an adjustment to Executive Order No. 048-2023 to ensure alignment with the current leadership, specifically for the Gender and Development Focal Point System.

NOW THEREFORE, I, BARTOLOME R. RAMOS, Municipal Mayor, of the Municipality of Santa Maria, Bulacan, by virtue of the powers vested in me by law, do hereby establish the following:

SECTION I. COMPOSITION – EXECUTIVE COMMITTEE (EXECOM) of the Gender and Development Focal Point System in the Municipality shall be composed of the following:

Chairperson: **BARTOLOME R. RAMOS**
Municipal Mayor

Alternate: **ELMER B. CLEMENTE**
Municipal Administrator

Technical Adviser: **JAYFIE P. NASARRO**
Local Government Operations Officer VI

Members: **ESPERANZA G. RAMOS**
Chairperson, Committee on Women,
Family Relations and Gender Equality

NEIL B. MATEO
Chairperson,

Committee on Finance, Budget and Appropriation



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LEOVIGILDO A. RAMOS
President, Liga ng mga Barangay

MARCO B. TRAJANO
SK Federation President

RODELIO A. BERNARDO
Municipal Planning and Development Coordinator

LORENA F. GONZALES
Municipal Budget Officer

ALELIE B. RAMOS
Municipal Treasurer

ELIZABETH B. MENDOZA
Municipal Accountant

MA. CONSUELO G. FELICIANO
Municipal Health Officer

SANDRA E. FABI
Municipal Social Welfare and Development Officer

ROMMEL Z. ENRIQUEZ
Municipal Environment and Natural Resources Officer

ELVIE N. CRUZ
Designated PESO Manager

ROSALINDA D. POLICARPIO
Designated Municipal Nutrition Action Officer

CARMELITA G. GUEVARRA
Municipal Engineer

JONATHAN RICHEL C. HALILI
Local Disaster Risk Reduction Management Officer III

LEONORA V. BERGADO
District Supervisor – DepEd East District

JERRY ZALON
President, Persons with Disabilities

ELSIE S. YAP
CSO Representative
Rotary Club of Mutya ng Santa Maria, Inc.



PCpl JOVICENT RULLEPA
Representative, PNP Women's Desk

SECTION II. EXECOM ROLES AND RESPONSIBILITIES – As mandated by the Act, the EXECOM GAD Focal Point System shall have the following roles and responsibilities:

1. Provide policy advice to the LCE to support and strengthen the GFPS and the LGU's gender mainstreaming efforts;
2. Direct the identification of GAD strategies, PPAs and targets based on the results of gender analysis and gender assessment, taking into account the identified priorities of the LGU and the gender issues and concerns faced by the LGU's constituents and employees;
3. Ensure the timely submission of the LGU GPB, GAD AR and other GAD-related reports to the DILG which shall be consolidated for submission to PCW and appropriate oversight agencies;
4. Ensure the effective and efficient implementation of the GAD PPAs and the judicious utilization of the GAD budget;
5. Build and strengthen the partnership of the LGU with concerned stakeholders such as women's groups or CSOs, national government agencies, GAD experts and advocates, among others in pursuit of gender mainstreaming;
6. Recommend awards and/or incentives to recognize outstanding GAD PPAs or individuals who have made exemplary contributions to GAD.

SECTION III. COMPOSITION – THE TECHNICAL WORKING GROUP (TWG) of the Gender and Development Focal Point System in the Municipality shall be composed of the following:

Chairperson: **EVANGELINA P. PAROJINOG**
Planning Officer III, MPDO

Members: **SHARMAINE JEUNESS F. FUENTES**
SWO II, MSWDO

DIANE ENRIQUEZ
Admin Aide IV-Budgeting Aide, MBO

GLAIZA CABUHAT
Revenue Collection Clerk 1, MTO

PELAGIO G. PEREZ
PHN II, MHO

MARISA G. GERONA
Management and Audit Analyst II,
Municipal Accounting Office



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MARK FRITZ T. GULINAO
Clerk I, MENRO

JULIET I. QUIATCHON
Agricultural Technologist, Municipal Agriculture Office

VIA R. DE JESUS
Clerk I, HRMO

CRIS D.G. SANTOS
Engineer II, MEO

JASMINE D. LARA
LDRRM Assistant, MDRRMO

GLEND A D.J. REYES
DEMO III, Public Employment Services Office

CHANDY Z. IGNACIO
Clerk I, MNAO

LEONORA V. BERGADO
District Supervisor – DepEd East District

JERRY ZALON
President, Persons with Disabilities

ELSIE S. YAP
CSO Representative
Rotary Club of Mutya ng Santa Maria, Inc.

SECTION IV. TWG ROLES AND RESPONSIBILITIES:

1. Facilitate the gender mainstreaming efforts of the LGU through the GAD planning and budgeting process;
2. Formulate the LGU GPB in response to the gender gaps and issues faced by their GPB are their meaningful participation in strategic and annual planning exercises on GAD including the constituents including their women and men employees;
3. Assist in the competency development of and provide technical assistance to the offices in the LGU;
4. Coordinate with the various offices and ensure the meaningful participation in strategic and annual planning on GAD including the preparation, consolidation and submission of GPBs;
5. Lead the conduct of advocacy activities and the development of information, education and communication (IEC) materials to ensure critical support of local elected officials, department heads and staff, and relevant stakeholders to the GFPS and to gender mainstreaming;



6. Monitor the implementation of GAD related PPAs and suggest corrective measures to improve their implementations;
7. Prepare and consolidate LGU GAD ARs and other GAD related reports; and
8. Provide regular updates and recommendations to the LCE or GFPS EXECOM regarding GFPS activities and the progress of the LGU in gender mainstreaming.

SECTION V. COMPOSITION – THE MONITORING AND EVALUATION TEAM (M&E Team) of the Gender and Development Focal Point System in the Municipality shall be composed of the following:

Members: **SANDRA E. FABI**
Municipal Social Welfare and Development Officer

ELMER B. CLEMENTE
Municipal Administrator

RODELIO A. BERNARDO
Municipal Planning and Development Coordinator

LORENA F. GONZALES
Municipal Budget Officer

PRIMO F. SANTOS JR.
HRMO

JAYFIE P. NASARRO
Local Government Operations Officer VI

MARINA C. VIRGILIO
CSO Representative
Konsehong Pambayan Para sa Kababaihan (KPK) Santa Maria
Bulacan Inc.

LEONORA V. BERGADO
District Supervisor – DepEd East District

**SECTION VI. THE MONITORING AND EVALUATION TEAM
ROLES AND RESPONSIBILITIES:**

1. Shall invite the concerned implementing office or unit of the GAD PPAs during the monitoring and evaluation period;
2. Shall monitor the implementation of the annual GPB and assess the status of the LGU's institutional mechanisms on gender mainstreaming annually;
3. Shall evaluate the outcomes of the LGU GAD policies, programs and projects and submit a GAD Evaluation Report to the DLG Regional



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EXECUTIVE ORDER NO. 043 - 2022

**AN ORDER DESIGNATING THE MUNICIPAL PARK AS THE
IDENTIFIED EVACUATION AREA DURING AN EARTHQUAKE
SITUATION IN THE MUNICIPALITY OF SANTA MARIA, BULACAN**

WHEREAS, Section 2 (d) of Republic Act No. 10121 or the "Philippine Disaster Risk Reduction and Management Act of 2010" provides that it is the policy of the state to adopt and implement a coherent, comprehensive, integrated, efficient and responsive disaster risk reduction program incorporated in the development plan at various levels of government adhering to the principles of good governance;

WHEREAS, according to the Philippine Institute of Volcanology and Seismology the 100-kilometer West Valley Fault Line, which traverses cities and towns in Metro Manila, is considered to be ripe for movement, and that the said cities and towns may experience earthquakes with magnitude up to 7.2 which may cause significant damages and fatalities;

WHEREAS, the geographical location of Santa Maria is near the West Valley Fault Line which makes it vulnerable to earthquake and it was identified as its top 2 hazard according to the Municipal Disaster Risk Reduction and Management Council's Approved Contingency Plan for 2020 – 2025;

WHEREAS, the Municipal Disaster Risk Reduction and Management Office annually conducts an earthquake drill in the municipality to instill preparedness and readiness when such natural occurrence takes place.

NOW, THEREFORE, I, BARTOLOME R. RAMOS, Municipal Mayor of Santa Maria, Bulacan, by virtue of the power vested in me by law, do hereby order to **designate the Municipal Park as the identified Evacuation Area during an earthquake situation in the Municipality of Santa Maria, Bulacan.**

EFFECTIVITY.

This Executive Order shall take effect immediately.

Done this 7th day of November 2022 here at Municipal Hall of Santa Maria, Bulacan.


BARTOLOME R. RAMOS
Municipal Mayor





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Office at the end of the LCE's three-year term. The submission shall be done not later than June of the next term.

SECTION VII. The GFPS Secretariat – The Municipal Social Welfare and Development Office (MSWDO) is designated as the head GFPS Secretariat who shall assist the GFPS ExeCOM and the TWG in the performance of their roles and responsibilities, specifically on the provision of administrative and logistical services, preparation of meeting agenda and documentation of GFPS meetings and related GAD activities. The head secretariat will be assisted by team members from MHO, MENRO, HRMO, MNAO, MEO, PESO, MDRRMO and MAO.

SECTION VIII. GAD Database – The Municipal Planning and Development Office shall spearhead the setting-up and maintenance of the GAD database to serve as basis for gender-responsive planning, programming and policy formulation.

SECTION IX. Meetings. The Gender and Development Focal Point System in the Municipality shall meet regularly once every first week of the first month of every quarter on a date and place to be determined by the body. The Chairperson may convene special meetings as may be necessary.

SECTION X. REPEALING CLAUSE. All Executive Orders or issuances inconsistent with the provisions of this Executive Order are hereby repealed, superseded or modified accordingly

SECTION XI. EFFECTIVITY. This Executive Order shall take effect immediately.

Done this 26th day of March 2024 here at the Municipal Hall of Santa Maria, Bulacan.


BARTOLOME R. RAMOS
Municipal Mayor

