



OFFICE OF THE PRESIDENT  
**PHILIPPINE COMMISSION ON WOMEN**  
*"National Machinery for Gender Equality and Women's Empowerment"*

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**PCW Memorandum Circular 2014-01**

**Date:** 10 January 2014

**To:** All Heads of Executive Departments, Agencies, Bureaus, Agencies, Offices, State Universities and Colleges, Government Owned and/or Controlled Corporations, Legislative and Judiciary Branches, Constitutional Bodies, Other Government Instrumentalities and All Others Concerned

**Subject:** Submission of Policy Issuances on the Creation, Reconstitution and or Strengthening of the GAD Focal Point System (GFPS) and Updated Directory of GFPS Members

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The Philippine Commission on Women is currently updating the database on agency GAD Focal Point System (GFPS) or similar mechanisms. As provided in PCW MC 2011-01, the GFPS is an interacting and interdependent group of people in all government instrumentalities tasked to catalyse and accelerate gender mainstreaming. It is a mechanism established to ensure and advocate for, guide, coordinate and monitor the development, implementation, review and updating of their GAD plans and GAD-related programs, activities and projects.

In this regard, we would like to request agencies to fill-out the attached GFPS form and submit e-copy (pdf version) of your agency's policy issuance/s on the creation, reconstitution and/or strengthening of your GFPS for inclusion in the GFPS database. This will facilitate clearer communication and aid in the preparatory works for the 4<sup>th</sup> GAD Focal Point Assembly tentatively scheduled on August 2014.

Central agencies are requested to circulate this Memorandum to their respective bureaus, attached agencies, and regional offices and other agencies under their supervision and assist in the submission of the requested information.

We would appreciate the submission of the completed GFPS Form and e-copy (pdf version) of signed GFPS policy issuances not later than January 30, 2014. Agencies can also download and directly fill out the forms online via the PCW website, [www.pcw.gov.ph](http://www.pcw.gov.ph).

For queries, you may contact Ms. Maricar Rovira-Chan of the Technical Services Division at 735-8917, 7361654 local 119, mobile no. 0917-8454471 or email us at [tsd@pcw.gov.ph](mailto:tsd@pcw.gov.ph).

For appropriate action.

*Remedios I. Rikken*

**REMEDIOS I. RIKKEN**  
Chairperson