



Republic of the Philippines
North Eastern Mindanao State University
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MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 07-010, s. 2024



TO: GAD FOCAL PERSON
ALL CAMPUS GAD COORDINATORS

SUBJECT: ATTENDANCE TO THE GAD BENCHMARKING AND PCW
ON-SITE VISIT

DATE: July 8, 2024

This memorandum invites all Campus GAD Coordinators and GAD Focal Person to attend a GAD Benchmarking and PCW (Philippine Commission on Women) On-Site Visit on July 23-26, 2024.

The purpose of this activity is to strengthen the university's gender and development (GAD) programs by learning new trends and best practices in GAD mainstreaming from other universities and comply with the requirements outlined in Audit Observation Memorandum (AOM) No. 2024-011 dated March 26, 2024, which emphasizes participation in GAD-related trainings and workshops to enhance the identification and addressing of gender issues within the university.

This benchmarking and on-site visit will provide valuable insights and equip you with the knowledge and skills necessary for proper GAD activities, report preparation, and overall effectiveness in promoting gender equality within the university.

We highly encourage your active participation in this important event. Thank you for your continued commitment to promoting gender equality at our university.

Expenses to cover transportation, meals, and snacks, shall be charged to the available funds in the respective campus budget.

For compliance.

BY THE AUTHORITY OF THE UNIV. PRESIDENT

ABUNDIO C. MIRALLES, Ed. D.
VP for Admin and Finance

JUL 09 2024

NEMESIO G. LOAYON, PhD.
SUC President III

Cc:

Campus Directors



ACTIVITY PROPOSAL

Activity Title : **GAD Benchmarking and PCW On-Site Visit**

Proponents:

ACTIVITY LEADER : **Dr. Rovilyn K. Dagondon**

Venue : **Philippine Normal University- Manila & Philippine Commission on Women (PCW) Manila**

Date : **July 23 – 26, 2024**

Budget : **P57,600.00**

Source of Fund : **GAD -STF/Respective Campuses Budget**

Participants : **1 GAD Focal Person & 7 GAD Campus Coordinators**

Rationale :

According to the Philippine Commission on Women, "Gender Mainstreaming or Gender and Development (GAD) mainstreaming is the major global strategy for ensuring that the government pursues gender equality in all aspects of the development process to achieve the vision of a gender - responsive society where women and men equally contribute to and benefit from development." In view of this, the **NEMSU GAD Office**, come up with this kind of activity to be able to adapt new trends in GAD Mainstreaming and be able to strengthens the gender and development responsive in the university.

Moreover, this activity helps to comply the **Audit Observation Memorandum (AOM) No.2024-011 dated March 26, 2024** "To attend GAD related – trainings and workshops for proper orientation of GAD Activities and preparation of GAD reports to fully equipped to identify and address gender issues of the University."

Objectives:

This activity specifically aims to:

1. Strengthens gender – responsive university.
2. To adapt new trends in gender and development mainstreaming.
3. To comply the Audit Observation Memorandum No. 2024-011 to fully equipped in gender and development.
4. To identify and address the gender issues of the university.
5. To build teamwork among GAD coordinators.



Description of the Activity

1. This capability building activity is designed to help the Gender and Development Office to strengthens its service and to be fully equipped in the operation of the said office.
2. This activity will be spearheaded by the GAD Focal Person and to be participated by the GAD Campus Coordinators.
3. A 2-day activity that comprises of benchmarking and orientation at Philippine Normal University -Manila and an on-site visit to the Philippine Commission on Women Office at Manila.
4. The funds will be charged from GAD – STF or respective campuses budget.

Budgetary Requirements

Particulars	No. of pax	Amount	Total
Fare	2	P20,000.00	40,000.00
Per Diem	2	P8,800(4 days)	17,600.00
Total			<u>Php 57,600.00</u>

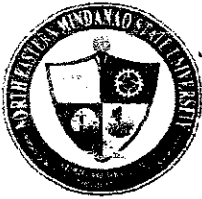
Program of Activities

ACTIVITY	PERSONS RESPONSIBLE
PNU Benchmarking	GAD Campus Coordinators
PCW On-Site Visit	Facilitator/GAD Focal Person

SCHEDULE OF ACTIVITIES

Date	Activity
July 23, 2024	Travel from home (origin) – Bancasi Airport to Manila
July 24, 2024	Travel from Hotel to Philippine Normal University -Manila
July 25, 2024	Travel from Hotel to Philippine Commission on Women -Manila
July 26, 2024	Travel from hotel Manila to NAIA Internationa Airport to Bancasi Airport (Butuan) to home(origin)

Output:



Output:

At the end of the two-day activity the following are the expected output:

1. Strengthens gender – responsive university.
2. Learn new trends in gender and development mainstreaming.
3. Comply the Audit Observation Memorandum No. 2024-011 to fully equipped in gender and development.
4. Identify and address the gender issues of the university.
5. Developed teamwork and camaraderie among GAD Campus Coordinators.

Prepared by:


ROVILYN K. DAGONDON, DBA, DM
 GAD Focal Person

Obligation and Appropriation:

Funds Available:


SANDRA JESSA S. TRAJANO
 Budget Officer III



FLOYD M. MENDEZ, CPA
 Accountant III

Recommending Approval:


ABUNDIO C. MIRALLES, EdD
 VPAF


EVELYN T. BAGOOD, EdD
 OIC Campus Director, Tandag Campus

Approved:


NEMESIO G. LOAYON, PhD
 SUC President III