

**ANNUAL GENDER AND DEVELOPMENT**  
FY 2019

AGENCY / BUREAU / OFFICE: BAGUIO WATER DISTRICT  
TOTAL BUDGET OF ORGANIZATION: P 683,269,000

GENDER ISSUE AND / OR MANDATE	CAUSE OF GENDER ISSUE	OBJECTIVE	RELEVANT AGENCY MFO / PAP	ACTIVITY	PERFORMANCE INDICATOR	GAD Budget	Source of Budget	Responsible Unit Office	Time Table
<b>ORGANIZATION FOCUSED</b>									
1. <b>Low level of awareness on Gender and Development among BWD employees, Board of Directors (BOD), and GAD Committee Members</b>	Lack of formal training / orientation on Gender and Development among employees, BODs, and GAD members	To increase GAD awareness among BWD employees, BODs and GAD Committee members and establish a Gender Sensitive agency	Capacity building of BWD employees, BODs and GAD Committee members	<ul style="list-style-type: none"> <li>In-house seminars:                             <ol style="list-style-type: none"> <li>1. Basic Gender Awareness &amp; Development</li> <li>2. Gender Sensitivity Training</li> </ol> </li> <li>GAD related seminars/ trainings accredited LWUA, CSC and PCW.</li> <li>Training and attendance of GAD Committee members/ implementors to related events/ activities.</li> <li>Meetings of GAD Committee and Technical Working Group.</li> </ul>	<ul style="list-style-type: none"> <li>No. of GAD program/s conducted (at least one)</li> <li>Percentage of casual and regular employees have attended (at least 90%)</li> <li>No. of meetings, events and activities attended/ conducted.</li> </ul>	P 100,000	BWD Corporate Funds	Personnel / Training Section  GAD Focal Point System	2 <sup>nd</sup> -3 <sup>rd</sup> quarter
2. <b>Limited capacity of program implementors to mainstream GAD in regular programs</b>	Limited access of program implementors to relevant GAD trainings	To increase capacity of Program Implementors to mainstream GAD in regular programs	Capacity building of Program Implementors	<ul style="list-style-type: none"> <li>Program Implementors to participate in trainings on Harmonized Gender and Development Guidelines</li> </ul>	<ul style="list-style-type: none"> <li>No. of trainings conducted (at least once a year)</li> <li>No. of attendees/ participants.</li> </ul>	P 200,000	BWD Corporate Funds	Personnel / Training Section  GAD Focal Point System	Yearly, 1 per Semester
3. <b>Need to strengthen the capability of BWD Personnel/GAD Committee on GAD Planning and Budgeting</b>	Lack of knowledge of BWD Personnel/GAD Committee on GAD Planning and Budgeting	To enhance knowledge of BWD Personnel/GAD Committee on GAD Planning and Budgeting	Capacity building of GAD Committee and BWD staff	Conduct seminars on GAD Planning and Budgeting	<ul style="list-style-type: none"> <li>No. of Female Management/ Staff attendees to the GAD Planning and Budgeting and other related seminars on the implementation of</li> </ul>	Included in Item No. 2.	BWD Corporate Funds	Personnel / Training Section  GAD Focal Point System	1 <sup>st</sup> Semester



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					GAD activities (at least 5 staff, including Division Managers/ Supervisors)				
4. Low level of awareness on the various rights among BWD employees on Magna Carta for Women, VAWC, Anti-Sexual Harassment Act, Solo Parent Act and no smoking policy	Employees lack knowledge and information on the Magna Carta of Women, VAWC, Anti-Sexual Harassment Act, Solo Parent Act and Anti-Smoking act which will provide assistance and/or benefits to BWD female employees to include BWD Concessionaires.	To empower BWD employees by increasing their awareness on Magna Carta of Women, VAWC, Anti-Sexual Harassment Act and Solo Parent Act and no smoking policy	Capacity building	<ul style="list-style-type: none"> <li>Conduct orientation, symposiums, seminars and trainings</li> <li>Attendance to orientation, symposiums, seminars and trainings</li> <li>Continuous Implementation of policies on the ff:               <ol style="list-style-type: none"> <li>Magna Carta of Women</li> <li>Solo Parent Act</li> <li>No smoking Policy</li> </ol> </li> <li>Provide Help Desk, legal counselling (in-house lawyers) to female employees on VAWC and Anti-Sexual Harassment</li> <li>Campaign/ Information dissemination through leaflets on VAWC, Anti-Sexual Harassment Act to BWD employees &amp; concessionaires</li> </ul>	<ul style="list-style-type: none"> <li>No. of orientation/ symposium/ seminar/ training conducted (at least one w/ 20 or more female employee attendees)</li> <li>No. of female employees who availed of the ff:               <ol style="list-style-type: none"> <li>Solo Parent Leave</li> <li>Time-Off for lactating mothers</li> <li>2-month leave under the Magna Carta of Women</li> </ol> </li> <li>No. of female employees counselled on VAWC and Anti-Sexual Harassment thru establishing a Help desk.</li> <li>No. of leaflets on VAWC and Anti-Sexual Harassment Act distributed</li> </ul>	P 400,000	BWD Corporate Funds	Personnel / Training Section and In-House Legal Counsel  GAD Focal Point System	Continuing activity



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5. Need to continuously support the observance of the National and International Women's Month to uphold the empowerment of women and awareness on gender equality	There is a need for BWD to support the observation of the National /International Women's Month various activities and heighten awareness on gender equality, women empowerment and respect for human rights	To heighten awareness on gender equality, women right, women empowerment, respect for human rights.	Participation in various activities of the National and International Women's Month Capacity building, and implementation of BWD activities and projects.	<ul style="list-style-type: none"> <li>Attendance / participation to various activities such as but not limited to: <ul style="list-style-type: none"> <li>Eco-walk/ Parade</li> <li>Seminars</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>No. of female employee attendees (at least 20)</li> </ul>	100,000	BWD corporate Funds	Personnel Section  GAD Focal Point System	Yearly, starting March 2019.
				<ul style="list-style-type: none"> <li>Implementation of various activities and projects in accordance to the theme such as but not limited to: <ul style="list-style-type: none"> <li>Fora/ Seminar</li> <li>Income generating trainings/seminars</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Activity / Project Report and documentation of female employee attendees and beneficiaries (at least 20 or more female)</li> </ul>	300,000			
				<ul style="list-style-type: none"> <li>Conduct Personality Development/ Enhancement Programs for BWD female employees such as but not limited to: <ul style="list-style-type: none"> <li>Health and wellness programs</li> <li>Other related activities aligned to the theme for the National and International Women's Month Celebration</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Activity / Project Report and documentation of female employee attendees and beneficiaries (at least 20 or more female)</li> </ul>	100,000			
6. Need to continuously support the observance of the Anti- Violence Against Women and Children which is a commitment of the BWD to ensure the protection	There is a need to continuously uphold the BWD's commitment to protect women and children against all forms	To provide awareness among BWD employees on Anti-VAWC and provide necessary assistance to BWD female employees	Participation in various activities of the Anti-VAWC campaign and implementation of BWD activities and projects.	<ul style="list-style-type: none"> <li>Attendance / participation to various activities such as but not limited to: <ul style="list-style-type: none"> <li>Eco-walk/ Parade</li> <li>Seminars/Fora</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>No. of female employee attendees (at least 20)</li> </ul>	50,000		Personnel Section  GAD Focal Point System	4 <sup>th</sup> Quarter



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of women against all forms of violence.	of violence	against violence		<ul style="list-style-type: none"> <li>Implementation of various activities and projects in support thereof such as but not limited to:               <ul style="list-style-type: none"> <li>Fora/ Seminar</li> <li>Fun Run</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>No. of Activities, Projects Summaries and Documentation of female employee attendees and beneficiaries (at least 20 or more female)</li> </ul>				
7. No GAD Corner in the BWD Website	Only a small % of employees and clients are aware and updated on issues and concerns related to GAD.	GAD Corner in BWD's Website, to create awareness among employees and concessionaires	Information dissemination and campaign of GAD Plans and programs to employees and concessionaires	Regular monitoring and updating of the GAD Corner in the BWD website.	<ul style="list-style-type: none"> <li>No. of GAD related information and updates uploaded and posted in the GAD Corner</li> <li>No. of views/visits in the GAD Corner</li> </ul>		Utilization of existing resources	EDP Section GAD Focal Point System	Continuing activity
8. Lack of Database as basis for sex disaggregated data, Gender statistics, planning, budgeting and monitoring of implementation GAD.	Limited data and statistics necessary for Gender Analysis, Gender Planning and Budgeting	To establish a GAD database as bases for Planning, Budgeting and Policy Formulation.	Implementation of GAD Programs and Projects	<ul style="list-style-type: none"> <li>Establish GAD database integrated into the Personnel Management Information System</li> <li>Conduct SOP Survey for existing BWD customers to and results shall be integrated in the BWD WUMS, C&amp;RS and Monitoring System</li> </ul>	GAD Database Developed/Enhanced and Maintained	None, Utilized Existing Resources		Commercial and Eng'g Divisions, including EDP Section	Continuing activity
9. Lack of facilities and programs to address the following: <ul style="list-style-type: none"> <li>Personality Development/ Enhancement for all BWD employees</li> </ul>	Factors such as stress, multiple tasks and responsibilities that prevent employees to perform efficiently	To provide facilities and institute programs for the empowerment, personality development of all BWD female	Efficient and effective organization with empowered, committed and trustworthy employees	<ul style="list-style-type: none"> <li>Conduct of Various activities and attendance to various sporting activities such as but not limited to:               <ul style="list-style-type: none"> <li>Sports related activities</li> <li>Fun Run</li> <li>BWD Sports Fest</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>No. of activities conducted to empower female employees (at least 20 or more attended)</li> </ul>	P 250,000	BWD corporate Funds	Personnel / Training Section	Continuing process



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<ul style="list-style-type: none"> <li>• <b>Empowerment of BWD employees</b> (the Magna Carta of Women mandates all government agencies and local government units to increase women's participation in various sporting events )</li> </ul>	and effectively in their respective works	employees		<ul style="list-style-type: none"> <li>• Necessary improvements of Breastfeeding Area for employees</li> <li>• Day-care To lessen the burden of working women (BWD employees) in the care and facilitating learning of Pre-school children.</li> </ul>	<ul style="list-style-type: none"> <li>• No. of mothers who availed (at least majority of lactating mother employees availed the facilities)</li> </ul>	P 300,000		Engineering Division	
<b>10. Need to strengthen the values of BWD employees on teamwork, collaboration and coordination in order to enhance work efficiency, thereby providing excellent service</b>	Factors such as stress, multiple tasks and responsibilities that prevent employees to perform efficiently and effectively in their respective works	To provide a venue to discuss work-related issues/problems and identify solutions to enhance work efficiency, teamwork and cooperation in the work place	Efficient and effective organization with empowered, committed and trustworthy female employees  Watershed Conservation and Environment Leadership	<ul style="list-style-type: none"> <li>• Conduct gender responsive teambuilding activity and strategic planning</li> <li>• Alay sa Kalikasan (Tree Planting, clean-up drive) Family to be included during the activity.</li> </ul>	<ul style="list-style-type: none"> <li>• No. of activities conducted</li> </ul>	1,500,000	BWD Corporate Funds	All Divisions	2 <sup>nd</sup> to 3 <sup>rd</sup> Quarter
<b>11.Civil Service Commission Memorandum No. 8 dated March 07, 2011 which reiterated CSC MC. No. 6 dated April 20, 1995 requires all agencies to adopt "The Great Filipino Workout" as an integral part of the National Physical Fitness and Sports Development Program for government Personnel.</b>	Lack of Sports program to ensure equal participation of women and men in various Sports events.	To provide physical fitness program specially to BWD female employees.	Efficient and effective organization with empowered, committed and trustworthy female employees	<ul style="list-style-type: none"> <li>• Conduct weekly fitness programs such as but not limited to: <ul style="list-style-type: none"> <li>• Fun Run</li> <li>• Volleyball/ Basketball</li> <li>• Sports fest</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• No. of Activities conducted (all female employees)</li> <li>• No. of Activities, Project Reports and Documentation.</li> </ul>	100,000	BWD Corporate Funds	Personnel Section	Every Quarter



CLIENT FOCUS

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12. Lack of awareness of concessionaires on Gad related issues	Concessionaires have limited to access on information about GAD	To increase/ create awareness and understanding of GAD among BWD customers	Corporate social responsibility	<ul style="list-style-type: none"> <li>Provision of a GAD Corner in the BWD Website</li> <li>Printing and distribution of brochures, flyers, posters and leaflets.</li> <li>Printing/ posting of GAD Slogans/ posters (tarpaulin) during GAD events activities, functions.</li> </ul>	<ul style="list-style-type: none"> <li>No. of Activities conducted for information dissemination</li> <li>No. of brochures, flyers, posters and leaflets distributed</li> </ul>	None, Utilized Existing Resources		Commercial and Admin (EDP) Divisions	Continuing process
13. Lack of facilities to address concerns of BWD customers specially pregnant & lactating women, mothers and senior citizen women while transacting business with the office	Complaints from customers specially women for lack of facilities to ease and facilitate their transactions with BWD: <ul style="list-style-type: none"> <li>Comfort Rooms</li> <li>Lack of chairs</li> </ul>	To address needs of pregnant women, lactating mothers, Senior citizens and PWD.  Complete customer service to BWD Customers.	Complete Customer Satisfaction	<ul style="list-style-type: none"> <li>Necessary improvements Breastfeeding Area (Shared with the employees of BWD as in No. 5)</li> <li>Customer Care Programs such as free coffee, water and the like</li> <li>Purchase of essential appurtenances</li> <li>Construction of ramps and CR for Senior Citizens, Pregnant Women and Persons w/ disability</li> </ul>	<ul style="list-style-type: none"> <li>No. of mothers who availed</li> <li>No. of Customer Care programs implemented</li> <li>No. of appurtenances purchased</li> <li>Number of concessionaires/ beneficiaries</li> </ul>		BWD corporate Funds (shared with BWD employees, pls. see Item no. 9)	Finance Division and Planning and Design Section	Continuing process

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14. Limited access to safe and affordable water supply	Request from customers (mothers/ home makers/ housewives) to increase water supply or lengthen water distribution time.	To provide adequate and quality service in terms of water supply to residents of Baguio especially to households with women members, for their domestic consumptions	Complete Customer Satisfaction	<ul style="list-style-type: none"> <li>Implementation of various Projects that are aimed at satisfying their need for water and alleviating their economic status</li> <li>Weekly Orientation / forum to gather and address issues, concerns, suggestions of customers (incorporated in the Orientation conducted by the Commercial Division)</li> <li>Purchase of equipment to perform various projects</li> <li>Construction of facilities to sustain adequate water supply</li> <li>BWD Alay sa Kalikasan (campaign to inform customers on how to conserve water, protection of environment)</li> </ul>	<ul style="list-style-type: none"> <li>Decrease in customer complaints particularly on water supply issues</li> <li>Increased satisfaction of customers thru positive comments / feedback</li> <li>Number of projects implemented</li> <li>Number of purchased equipment</li> <li>Number of facilities constructed</li> </ul>	71,875,000	BWD Corporate Funds	Commercial Engineering Production Divisions	Continuing activity
TOTAL						75,275,000 (11.02%)			

Prepared by:

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Recommending approval :

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