



## ANNUAL GAD ACCOMPLISHMENT REPORT CY 2022

Agency/Bureau/Office:

**GUINAYANGAN WATER DISTRICT**

Department (Central Agency):

**LWUA**

Total GAA of the Agency:

**Php 14,468,763.30**

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/GAD Objective	Relevant Agency MFO/PPA	GAD Activity	Output Performance Indicator and Target	Actual Results	GAD Budget	Actual Cost	Variance/ Remarks
<b>ORGANIZATION-FOCUSED</b>									
<b>WD has no policy creating the GFPS</b>	Management is not aware on GAD	WD GFPS is established and reorganized.	General Admin. and Support Services	Issuance of Policy on the reorganization of GFPS	1 policy reorganizing/re-designation GFPS issued by 1st Quarter (to ensure that strategic positions are identified)	1 policy reorganizing/re-designation of GFPS issued	1,000.00	3,502.16	PS Attribution (BODs and GM) for 1hr for 1 session
<b>WD has no policy requiring the collection and utilization of sex-disaggregated data (SDD)</b>	Management is not aware on GAD	The collection and utilization of SDD is institutionalized.	General Admin. and Support Services	Issuance of Policy requiring the continued collection and utilization of SDD	1 policy on SDD by 1st Quarter	1 policy on SDD issued	1,000.00	518.86	PS Attribution (GM) for 1hr
<b>WD has no GAD Database for Employees</b>	HR is not aware on the need for GAD database	WD GAD database is developed.	General Admin. and Support Services	Establishment of GAD Database for employees	1 GAD Database for employees updated and maintained by 1st quarter	1 GAD Database for employees updated & maintained - Jan. 2021	1,000.00	2,702.88	PS Attribution (RMManalo, GM for 4hrs)
<b>WD has no GAD Training Plan</b>	HR is not aware on the need for GAD Training Plan	GAD Training is integrated in HR training plan.	General Admin. and Support Services	Development of GAD training plan	1 GAD Training Plan developed by 1st Quarter	1 GAD Training Plan developed in January 2022	1,000.00	2,702.88	PS Attribution (RMManalo, GM for 4hrs)
<b>WD has no GAD Database for Concessionaires</b>	AFC Division is not aware on the need for GAD database for concessionaires.	GAD Database for concessionaires is developed	Support To Operation	Review & implement revised Application Form to include sex, age, source of income of household member	1 revised form reviewed and implemented and maintained for usage by 1st Qtr - 4th Qtr	1 revised application form (ver. Jan. 2021) reviewed & used	1,000.00	1,351.44	PS Attribution (GM and RMManalo for 2 hours)

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/GAD Objective	Relevant Agency MFO/PPA	GAD Activity	Output Performance Indicator and Target	Actual Results	GAD Budget	Actual Cost	Variance/ Remarks
<b>WD has no policy adopting the enhanced Application Form</b>	AFC Division is not aware on the need for GAD database for concessionaires	Policy adopting Enhanced Application Form is issued.	Support To Operation	Issuance of policy implementing the usage of the latest approved Application Form	1 policy implementing the usage of latest approved application form by 1st quarter	1 office policy implementing usage of approved application form issued	2,000.00	518.86	PS Attribution (GM) for 1hr
<b>HR has no development plan for wualified women staff members for promotion</b>	HR is not aware on the need to establish a dev't. plan for the career path of women employees	Development plan and identification of qualified women staff or new entrant for appointment is done	Support To Operation	Preparation of HR Devt. Plan for the career path/promotion and appointment of women to leadership position	4 appointment of woman staff/ employee for casual leadership position issued	4 appointment for casual leadership position, were issued and submitted to CSC	1,000.00	5,405.82	PS Attribution (GM and RMManalo) for 8hrs
<b>WD has no GAD Database for Concessionaires</b>	Administrative, Finance and Commercial Division is not aware on the need for GAD database for concessionaires	GAD database for concessionaires is developed and established.	Support To Operation	Conduct of Survey to gather gender data (sex, age, source of income of household members) among WD concessionaires	1 GAD database for concessionaires set up and updated from 1st quarter to last quarter	1 GAD database program for concessio-naires updated year-round	10,000.00	5,520.00	PS Attribution (Casual Clerk) for 2days
						200 survey forms reprinted in January 2022		1,563.00	Supplies/PS Attribution - AKEspinoLa - 2 days
						2527 HH/ concessionaire's data filed/updated as of Dec. 2022		515.40	PS Attribution (Cas. Clerk) @ 3min/HH
<b>RA 6949 International Women's Month</b>	WD employees have limited appreciation on the roles and contributions of women in nation-building	Employees have increased appreciation on the roles and contributions of women in nation-building.	Support To Operation	Participation/Conduct of Kick Off Activity on Women's Month (i.e. following PCW's guidelines)	1 of Women's Month activities conducted/ participated; number of participants (___ female, ___ male)	11 female participated in Local Water District Women's Day Celebration	9,500.00	10,444.72	PS Attribution (4 BODs/ Sec and 7 employees) for 4 hours
						1 Tarpaulin displayed on Women's Month March 2022		5,140.88	Tarpaulin cost & PS Attrib. (GM 8hrs) - tarpaulin layout

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/GAD Objective	Relevant Agency MFO/PPA	GAD Activity	Output Performance Indicator and Target	Actual Results	GAD Budget	Actual Cost	Variance/ Remarks
					1 policy implementing the wearing of theme-colored clothings every Monday of the Women's Month (March 2022)	1 office policy implementing usage of theme-colored clothings on all Mondays of March 2022 - Women' Month issued	1,000.00	518.86	PS Attribution (GM) for 1hr
RA 10398 (18-Day Campaign to End VAW)	WD employees have limited knowledge on VAW	WD employees have increased awareness on VAW.	Support To Operation	Learning session on RA 9262 or Anti VAWC	___ (number) of 18-Day Campaign to End VAW activities conducted; ___ (number) of pax (sex dissaggregated) (nb: to include budget for guest-speaker)	12 (monthly) monitoring reports on VAWC prepared and submitted to CSC	12,500.00	16,217.28	PS Attribution (RMManalo, GM Pujalte for 2hrs/ month) for 12 months
						1 Online Banner prepared and displayed		5,140.88	PS Attrib. (GM 4hrs) - preparation banner
WD has no Committee on Decorum and Investigation of Sexual Harassment Cases	Management is not aware on the need to establish a CODI	CODI have increased capacity to perform their role.	General Admin. and Support Services	Implementation of Plan of Action on ASH	1 monitoring report on ASH submitted to CSC and presented to GFPS	12 (monthly) monitoring reports on ASH/CODI prepared and submitted to CSC	12,500.00	16,217.28	PS Attribution (RMManalo, GM Pujalte for 2hrs/ month) for 12 months
WD has no GAD Agenda	Management is not aware on GAD	GAD Agenda is developed.	General Administration Support and Services	Development of draft GAD Agenda	1 policy adopting the updated GAD Agenda 2017-2022 issued by 1st quarter 2022	1 Policy done adopting updated GAD Agenda (2017-2022)	1,500.00	518.86	PS Attribution (GM) for 1hr
					1 updated GAD Agenda 2017-2022 prepared by 1st quarter 2022			5,405.82	PS Attrib. (GM 8hrs) - preparation updated GAD Agenda

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/GAD Objective	Relevant Agency MFO/PPA	GAD Activity	Output Performance Indicator and Target	Actual Results	GAD Budget	Actual Cost	Variance/ Remarks
<b>WD has no Accomplishment Report on GAD Plan</b>	Management is not aware on GAD	GAD Agenda is reviewed and updated.	General Administration Support and Services	Review and update of GAD plan developed on January 2022	2022 GAD Plan Accomplishment Report developed by last quarter	2022 GAD Accomplish-ment Report prepared by December 2022	2,500.00	16,217.46	PS Attribution (RMManalo, GM for 3days)
<b>WD staff have limited knowledge on sexual harassment in the workplace</b>	WD staff have limited access to GAD trainings	WD staff have increased knowledge on sexual harassment in the workplace	General Administration Support and Services	Conduct of re-Orientation on ASH in workplace and the Role of Women in Nation Building (inserted topic during the conduct of GAD / Team Building Activity)	ALL WD staff re-oriented on ASH and Role of Women in Nation Building by 3rd quarter	GM, 6 BODs, 7 regular employees, 10 Casual employees and 2 JO Worker supported and attended the local GAD / Team Building Activity where ASH in Workplace and Role of Women in Nation Building was re-oriented and refreshed held (venue - La Virginia Resort)	60,000.00	19,782.36	PS Attributions (6 BODs, GM, 7 regular, 10 Casual employees & 2 JO Workers)
								102,700.00	Meals and Snacks, venue, Transportation expenses
<b>WD staff have limited knowledge on GAD</b>	Absence of WD mechanism to inform them on relevant GAD information	WD staff have increased knowledge and appreciation on GAD	General Administration Support and Services	Setting up of GAD Corner	1 GAD Corner set up and maintained; 1 GAD Communication Plan implemented (website and Bulletin Board)	1 GAD corner updated and maintained for the whole year	10,000.00	24,905.46	Supplies and PS Attrib (GM) for 1 day/month
<b>SPMS does not reflect GAD as performance indicators</b>	Management is not aware on the need to integrate GAD in SPMS	GAD Targets are integrated in the SPMS	General Administration Support and Services	Conduct of Meeting to identify GAD Target/s in SPMS	1 meeting every quarter; spms list of gad targets identified - GAD Year-End Evaluation/ SPMS Evaluation and Target Setting Seminar	4 BODs, 1 BOD Sec, 1 GM, 7 regular employees, 10 Casual employees and 3 JO Workers attended the GAD Year-End Evaluation/ SPMS Evaluation and Target Setting Seminar held on Dec. 21, 2022	5,000.00	26,553.36	PS Attributions (BODs, Sec, GM, Casual & JO Workers) - 12 hours
								24,997.25	Training expenses, Meals and Snacks,

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/GAD Objective	Relevant Agency MFO/PPA	GAD Activity	Output Performance Indicator and Target	Actual Results	GAD Budget	Actual Cost	Variance/ Remarks
GWD has no Gender Impact Assessment of PAPs implemented	Management is not aware on the need to conduct Impact Assessment of GR PAPs	Good practices and strategies to improve GAD PAPs are identified.	General Administration Support and Services	Conduct of Impact Assessment/ Evaluation of Gender responsive programs	Accomplishment Report on the Impact Assessment/ evaluation of Gender responsive programs	2 Accomplish-ment Reports prepared on the Impact Assessment/ evaluation of Gender responsive programs	2,000.00	16,603.64	PS Attribution (GM for 16hrs (2 days) per project
CLIENT-FOCUSED									
RA 6949 International Women's Month	WD concessio-naires have limited appreciation on the roles and contributions of women in nation-building	Concessionaires have increased awareness on the importance of the role of women in the society.	General Administration Support and Services	Printing and distribution of GAD IEC Materials to concessionaires	number of GAD IECs distributed to concessionaires	1 existing GAD IECs reviewed and revised	10,000.00	8,301.82	PS Attribution (GM) for 2 days
						500 IEC materials reprinted in March 2022 (Women's Month)		3,294.50	Supplies/PS Attribution (ASA -Clerk) for 3days
						500 IEC Materials distributed in March 2022		479.17	PS Attribution (1 office casual) @ 1min/IEC
GAD ATTRIBUTED PROGRAMs PROJECTs ACTIVITIES (PAPs)									
Constituents have no access to safe and potable water	WD metered individual water system pipeline is not available	To provide constituents with metered individual access to safe and potable water	Water Facility Service Management	installation of extension and interconnection lines (HGDG Score: 14.67/20 = 73.35%)	___(number) of location/area installed with service transmission/ distribution pipelines, ___( number) of beneficiaries sex disaggregated)	5 areas installed/ replaced with new/extended service transmission/ distribution pipelines, 10-	600,000.00	109,852.04	POW - PS attributions (10 Field Workers) POW Labor Component (6 days/proj
						15 potential households, 50 to 75 total beneficiaries; sex disaggregated)		224,646.11	POW - NOA material components (2 procure-ments - Jan. 2022)

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<b>GAD ATTRIBUTED PROGRAMS PROJECTS ACTIVITIES (PAPs)</b>									
<b>Constituents have no access to safe and potable water</b>	WD metered individual water system pipeline is not available	To provide waterless constituents with metered individual access to safe and potable water	Water Facility Service Management	installation of individual metered water service connection ( <b>HGDG Scores: 14.67/20 = 73.35%</b> )	___(number) of waterless households installed with individual metered service connections, ___(number) of beneficiaries sex disaggregated)	132 new waterless households installed/recon with individual metered service connections, 660 total beneficiaries; sex disaggregated)	600,000.00	44,538.12	POW - PS attributions (Alcantara, 7 Field Workers) POW Labor Component (1 con/day)
								338,022.47	POW - NOA material components (2 procurements - Jan. 2022 and May 2022)
								19,933.65	PS attribution (for 15 minutes/ newcon brief orientation (GM and AREspinola)

Note:GAD-related Programs and Projects were implemented even with the existence of COVID-19 Pandemic threat whole year round

**TOTAL GAD EXPENDITURES**

**1,064,733.29 7.36%**

Prepared by:

Approved by:

Date:

**RIKKA MAY I. MANALO**  
GFPS Technical Working Group Chairperson

**CARMELO ALEJANDRO C. PUJALTE**  
GFPS Chairperson/General Manager

**20 January, 2023**

## GAD ATTRIBUTIONS COMPUTATION - 2022

Title of Activity:	Participants			Total Activity PS Attribution			Basic PS/Other Attributions Computation/Assumption
	Name (To be lifted from Attendance Sheet)	Female	Male	Basic rate per hour	Hours utilized for GAD	GAD Attributable PS	
1. Issuance of revised Policies on the re-designation/reorganization of GFPS	D. Laduan, C. Marjes, P. Segueria, R. Macalintal, H. Ronquillo, GM Pujalte, A.Alcantara	4	3	Please See Basic Computation	1 hour (1 session)	3,502.16	BOD Chairman = 1750.00 / session (3hrs) = 583.30/hour
2. 1 policy on SDD issued by 1st Quarter	GM Pujalte	0	1	Please See Basic Computation	1 hour	518.86	BOD Members and Sec to the BOD = 1440.00 / session (3hrs) = 480.00/hour
3. 1 GAD Database for employees updated & maintained - March 2022	GM Pujalte, RMManalo	1	1	Please See Basic Computation	4 hours (half day)	2,702.88	BOD Per Diem = 400.00/day
4. 1 GAD Training Plan developed in March 2022	GM Pujalte, RMManalo	1	1	Please See Basic Computation	4 hours	2,702.88	GM = 91,320/Mo. ; = 4150.91/day = 518.86/hr Per Diem = 400.00
5. 1 revised form (version January 2021) reviewed and implemented for usage	GM Pujalte, RMManalo	1	1	Please See Basic Computation	2 hours	1,351.44	Vasquez = 36,566/mo; 1753/day; 219.13/hr
6. 1 office policy implementing usage of the latest approved application form issued	GM Pujalte	0	1	Please See Basic Computation	1 hour	518.86	Rico = 38,987/mo; 1772.14/day; = 221.52/hr
7. 2 female promotional permanent appointments for leadership position and 3 female casual appointments & designation were issued & submitted to CSC	GM Pujalte, RMManalo	1	1	Please See Basic Computation	8 hours (1day)	5,405.82	Manalo = 27608/mo; 1254.91/day ; = 156.86/hr
8. 1 GAD database program for concessionaires filed & updated year-round	MRValencia, IGDiesmos	2	0	Please See Basic Computation	4 hours/month	5,520.00	Lomarez/Alcantara = 17137/mo; 778.95/day; 99.37/hr
9. 200 survey forms printed in January-December 2022	AR Espinola	1	0	Please See Basic Computation	16 hours (2 days) & 1.00/form	1,563.00	Nicolas = 15224/mo; 692/day; 86.50/hr
10. 121 HH/concessionaire's data filed/updated as of November 2022	AR Espinola	1	0	Please See Basic Computation	3 min/ HH/concessionaire	515.40	Espinola = 14993/mo; 681.50/day; = 85.19/hr
11. 11 female participated in Local Women's Day Celebration	R Manalo, J. Javier, S. Vasquez, AR Espinola, L. Dela Cruz, P Segueria, A. Alcantara, MR. Macalintal, C. Marjes, Rcabiles, IGDiesmos	11	0	Please See Basic Computation	4 hours	10,444.72	Casual Clerks and Casuals on Field = 10,120.00/mo; 460/day; 57.50/hr 2 JO worker = 460/day; 57.50/hr
12. 1 Tarpaulin prepared, layout, fabricated and displayed	GM Pujalte	0	1	Please See Basic Computation	8 hours	5,140.88	
13. 1 policy prepared and implemented regarding the use of theme-colored clothings on all Mondays of the Women's Month (March)	GM Pujalte	0	1	Please See Basic Computation	1 hour	518.86	Van Hire (Guinayangan-Lucena vice versa) per day = 6,000.00 - 6,500.00 (Outside Quezon = 12,000 - 15,000.00/day)
14. 12 (monthly) monitoring report on VAWC prepared and submitted to CSC	RMManalo, GM Pujalte	1	1	Please See Basic Computation	2 hours (per month)	16,217.28	Motorcycle Rental - short distance - two-way - 60.00/head

Title of Activity:	Participants			Total Activity PS Attribution			Basic PS/Other Attributions Computation/Assumption																	
	Name (To be lifted from Attendance Sheet)	Female	Male	Basic rate per hour	Hours utilized for GAD	GAD Attributable PS																		
15. 12 (monthly) monitoring reports on ASH/CODI prepared and submitted to CSC	RMManalo, GM Pujalte	1	1	Please See Basic Computation	2 hours (per month)	16,217.28	<table><tr><th colspan="2">Old Project Attributions</th></tr><tr><th>Table 1</th><th></th></tr><tr><th>HGDG Score</th><th>Corresponding budget for the year of the program that may be attributed to the GAD budget</th></tr><tr><td>Below 4.0</td><td>0% or no amount of the program budget for the year may be attributed to the GAD budget</td></tr><tr><td>4.0-7.9</td><td>25% of the budget for the year of the program may be attributed to the GAD budget</td></tr><tr><td>8.0-14.9</td><td>50% of the budget for the year of the program may be attributed to the GAD budget</td></tr><tr><td>15.0-19.9</td><td>75% of the budget for the year of the program may be attributed to the GAD budget</td></tr><tr><td>20.0</td><td>100% of the budget for the year of the program may be attributed to the GAD budget</td></tr></table>		Old Project Attributions		Table 1		HGDG Score	Corresponding budget for the year of the program that may be attributed to the GAD budget	Below 4.0	0% or no amount of the program budget for the year may be attributed to the GAD budget	4.0-7.9	25% of the budget for the year of the program may be attributed to the GAD budget	8.0-14.9	50% of the budget for the year of the program may be attributed to the GAD budget	15.0-19.9	75% of the budget for the year of the program may be attributed to the GAD budget	20.0	100% of the budget for the year of the program may be attributed to the GAD budget
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8.0-14.9	50% of the budget for the year of the program may be attributed to the GAD budget																							
15.0-19.9	75% of the budget for the year of the program may be attributed to the GAD budget																							
20.0	100% of the budget for the year of the program may be attributed to the GAD budget																							
16. 1 policy done adopting updated GAD Agenda (2017-2022) in 1st Quarter 2022	GM Pujalte	0	1	Please See Basic Computation	1 hour	518.86																		
17. 1 updated GAD Agenda (2017-2022) reviewed for implementation in 1st Quarter 2022	GM Pujalte, RMManalo	1	1	Please See Basic Computation	8 hours (1 day)	5,405.82																		
18. 2022 GAD Accomplishment Report developed by December 2022	RMManalo, GM Pujalte	1	1	Please See Basic Computation	24 hours (3days)	16,217.46																		
19. GM, 6 BODs, 7 regular employees, 10 Casual employees and 2 JO Workers attended the local GAD-Team Building Activity where ASH in Workplace and Role of Women in Nationbuilding was re-oriented and refreshed (venue - La Virginia Resort)	GM Pujalte, 6 BODs/Sec, 7 regular employees, 9 Casual employees and 2 JO Workers	11	13	Please See Basic Computation	8 hours (1 day)	PS Attrib = 19782.36 Meals, Snacks and venue = 82,600.00 Transpo = 20,100.00																		
20. 1 GAD corner updated and maintained for the whole year (website and bulletin board)	GM Pujalte	0	1	Please See Basic Computation	4 hrs/month	24,905.46																		
21. 1 meeting per semester - spms GAD targets identified - GAD Year-End Evaluation/ SPMS Evaluation and Target Setting Seminar	4 BODs, 1 BOD Sec, 1 GM, 7 regular employees, 10 Casual employees and 3 JO Workers	11	15	Please See Basic Computation	12 hours	26,553.36																		
22. 2 Accomplishment Reports prepared on the Impact Assessment/ evaluation of Gender responsive programs	GM Pujalte	0	1	Please See Basic Computation	16 hours (2 days) per project	16,603.64																		
23. 1 existing GAD IECs reviewed and revised (Women's Month)	GM Pujalte	0	1	Please See Basic Computation	16 hours (2 day)	8,301.82																		
24. 500 IEC materials reprinted in March 2022 (Women's Month)	AR Espinola	1	0	Please See Basic Computation	24 hours (3 days) & 2.50/IEC matl.	3,294.50																		
25. 500 IEC Materials distributed in March 2022	MRValencia	1	0	Please See Basic Computation	1 min/IEC	479.17																		



Title of Activity:	Participants			Total Activity PS Attribution			Basic PS/Other Attributions Computation/Assumption
	Name (To be lifted from Attendance Sheet)	Female	Male	Basic rate per hour	Hours utilized for GAD	GAD Attributable PS	
<b>26.</b> 5 areas with old and delapidated pipelines were replaced with new/extended service transmission/ distribution pipeline (Brgy. Dancalan Central, Capuluan Tulon, Aloneros, Arbismen and Brgy. Sintones) - Labor components	PRico, R. Solo, N. Juvida, A. Privado, G. Reformado, M. Gayeta, 2 JO workers	0	8	Please See Basic Computation	6 days/project = 30 days	109,852.04	<b>New Project Attribution Formula</b>  $\frac{\text{HGDG PIMME Score}}{\text{Total HGDG Points}} \times 100\%$ = % of annual program expenditure attributable to GAD
<b>27.</b> material component - 2 procurements in January 2022 - Extension/Repair	RFQ 001-2022 and RFQ 003-2022 (PRico and 7 field workers)	0	8	Please See Basic Computation	as per program of works (73.35% - HGDG score 14.67)	224,646.11	
<b>28.</b> 132 new households installed/recon with individual metered service connections, 660 total beneficiaries; sex disaggregated (Labor component)	I Alcantara, R. Solo, N. Juvida, E. Javier, N. Encarnacion, A. Privado, G. Reformado, M. Gayeta and 2 JO workers	0	10	Please See Basic Computation	1 connection per day = 132 days	44,538.12	
<b>29.</b> material component - 1 procurements in January 2022 and 1 procurement on May 2022 and 3 Purchase Requests - New Connections	RFQ 002-2022 and RFQ 005-2022 and 3 PRs (PRico and 7 field workers)	0	8	Please See Basic Computation	as per program of works (73.35% - HGDG score 14.67)	338,022.47	
<b>30.</b> conduct of brief orientation seminar for new connection and reconnections (132 males/females)	GM Pujalte, AR Espinola	1	1	Please See Basic Computation	15 minutes/newcon = 33 hours	19,933.65	

Prepared by:

Approved by:

Date:

**RIKKA MAY I. MANALO**  
GFPS Technical Working Group Chairperson

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**06 January, 2022**