



Republic of the Philippines  
**Bangsamoro Autonomous Region in Muslim Mindanao**  
**OFFICE OF THE CHIEF MINISTER**

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

**MEMORANDUM**

Order No. 239  
Series of 2024

**TO :** ALL CONCERNED  
Office of the Chief Minister  
Bangsamoro Autonomous Region in Muslim Mindanao

**SUBJECT :** RECONSTITUTION OF THE GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (GFPS) OF THE OFFICE OF THE CHIEF MINISTER

**DATE :** 29 Dhu'l-Hijjah 1445 AH | 05 July 2024

**I. Background**

Pursuant to the provisions of Section 36 of Republic Act (RA) No. 9710, also known as the Magna Carta of Women (MCW), all ministries/offices are mandated to establish and institutionalize the Gender and Development (GAD) Focal Point System (GFPS) as the institutional mechanism that shall ensure that gender is mainstreamed in the systems, structures, policies, programs, processes, and procedures.

In connection thereto, the Bangsamoro Women Commission (BWC) issued Memorandum Circular 2021-01 that provides guidelines for creating, strengthening, and institutionalizing the GAD Focal Point System.

On October 1, 2021, the OCM-GFPS was established through Memorandum Order No. 0604 s. 2021. The creation of additional offices under the OCM and the movement of personnel affected the GFPS structure, thus, the need for reconstitution.

To catalyze and accelerate gender mainstreaming within the Office of the Chief Minister (OCM), the Gender and Development (GAD) Focal Point System, hereinafter called the "GFPS", is hereby reconstituted.

**II. ORGANIZATIONAL STRUCTURE**

The GFPS Shall be composed of the following:

GAD Focal Point: **AHOD B. EBRAHIM**, *Chief Minister*

**A. Executive Committee:**

Chairperson : **ABUNAWAS L. MASLAMAMA**, *Senior Minister*

Members :

**ALI B. SOLAIMAN**, *Deputy Chief Minister - Mainland*  
**ALBAKIL D. JIKIRI**, *Deputy Chief Minister - Islands*  
**MOHD ASNIN K. PENDATUN**, *Cabinet Secretary*  
**ALVIN-YASHER K. ABDULGAFAR**, *Chief of Staff*  
**ABDULLAH M. CUSAIN**, *Assistant Senior Minister*

**NARCISA D. MACOG**, *Director III, AMS*  
**MARIAM M. DAUD**, *Director III, FMS*  
**WINDEL P. DIANGCALAN**, *Director III, TMS*  
**GAFUR A. KANAIN, AL HAJ**, *Director II, BLOMM*  
**BADRUDIN A. EBRAHIM**, *Director III, ISS*  
**NORON ANDAN**, *Executive Director, OOBC*  
**ANWAR S. ALAMADA**, *Executive Director, PSRO*  
**MOHAMAD PASIGAN**, *Chairperson, BBOI*  
**ABDULRAUF A. GUIALANI**, *Bangsamoro Mufti, BDI*  
**JONATHAN M. MATIKAYAN**, *Executive Director II, BICTO*  
**AMEEN ANDREW L. ALONTO**, *Executive Director, BIO*  
**SUSANA S. ANAYATIN**, *Executive Director-Designate, OSC*

**B. Technical Working Group:**

**Chairperson :** **ALVIN-YASHER K. ABDULGAFAR**, *Chief of Staff*

**Members :**

**ATTY. MACACUNA B. MACADATU**, *Attorney V, LLLLO*  
**RAIZA A. ABAS**, *CAO, Protocol Division*  
**ALBASHIR A. SAIDIN**, *CAO, Social Appointment Division*  
**ASNAIFA B. BALINDONG**, *CAO, Procurement Office*  
**KAMILAH S. UNDA**, *CAO, Bangsamoro Library and Archives*  
**ANALEE C. BIRUAR**, *CAO, Accounting Division-FMS*  
**SIETTIE AMINA M. ABDULAZIS**, *CAO, Budget Division-FMS*  
**INDIRA I. SINSUAT**, *CAO, Cash Division-FMS*  
**HASMIENE D. IBRAHIM**, *CAO, Internal Audit Office*  
**LO IVAN CASTILLON**, *CAO, PMD-TMS*  
**ANABELLE V. ZAILON**, *CAO, RDD-TMS*  
**MOHAMAD MURAD U. PASIGAN**, *CAO, GSD-AMS*  
**RICHARD P. SANLOCAN**, *CAO, PSD-AMS*  
**NUR AISHA C. PACASEM**, *SAO, HRMD-AMS*  
**SAUDAH U. TAHIR**, *Nurse III, The Clinic*  
**YUSOPH A. ABDULLAH**, *Chief, ICO*  
**SALEMA A. MANALAO-SALAKUB**, *AO V, IGRB*  
**YASSER ALI F. UNTONG**, *AO IV, OSM*  
**CORAZON C. BORROMEO**, *AO V, OCS*  
**IBTEHAJZ C. LIZARDO-AMIN**, *AO V, BLOMM*  
**HAZRATH K. IBRAHIM**, *Admin Aide IV, ISS*  
**ESNAIN C. MAPAIT**, *CDO I, OOBC*

**SAHARAN JURJANI J. SILONGAN**, *PDO V, AMBAG*  
**ABOBAKER I. EDRIS**, *PDO V, TABANG*  
**MOHAMMAD K. ABDULLAH**, *PDO V, KAPYANAN*  
**BAI SITTIE MUHAYMINA E. MAADIL**, *SALAM*  
**AMIRIL R. ENOK**, *PDO V, SLMG*  
**SITTIE FAIZAH M. PANGCOGA**, *PDO II, MRP*

**MARIFA AINY M. AMPATUAN**, *Board Secretary III, BBOI*  
**EMRAN MOHAMMAD**, *Executive Director, BDI*  
**ARNOLD S. CARARAG**, *ITO I, BICTO*  
**AISA S. ABAS**, *IO III, BIO*  
**ERIKA Y. ALIM**, *AO V, OSC*

**Alternate Members:**

**ROSE B. PALTINCA-HONORICO**, *AO V, OCOS*  
**SITTIE MARIAM I. PANDI**, *EA II, OSM*

KASHAREL AYRA MAYO, *EA II, OCS*  
ROWENA M. KAMID, *IAO III, IAO*  
NORHYNA B. SAMAL, *DMO III, RDD-TMS*  
NORHODA A. MANDUYOG, *Statistician II, PMD-TMS*  
REISHMA A. ABAS, *AO V, HRMD-AMS*  
HANEEN MOLIVA, *AO II, GSD-AMS*  
HAZMIAH P. RACMAN, *Accountant II, AD-FMS*  
BAI TANTO E. MIDTIMBANG, *SAO, BD-FMS*  
ESNAIRA U. ANDA, *CASHIER II, CD-FMS*  
ASHMIRAH B. POLOG, *SAO, BLA*  
MOHALIDIN D. ALI, *AO V, BLOMM*  
FATIMA MANALAO, *AA III, IGRB*  
RAMLA MANGUDA, *AA I, OOBC*  
SHALABI D. KALI, *ITO II, ICO*  
HARON B. BANDON, *Intelligence Agent I, ISS*  
BAI JASMINE HASHIM, *Legal Assistant, LLLLO*  
KISHNA SOFIA M. BARAKAT, *AA VI, The Clinic*

CECILLE F. GUIDOGA, *PDO III, AMBAG*  
FATIMA U. MOHAMAD, *PDO II, KAPYANAN*  
DYAN FAISALYNN D. MODASIR, *PDO I, MRP*  
HANIA HADJI ALI, *HR Focal, SALAM*  
SHAHARA K. ABDUL, *PDO II, SLMG*  
SAJID P. NAMLA, *PDO III, TABANG*

BAI MAHJUBAH Y. SINSUAT, *Admin Aide VI, BICTO*  
BAI ANRA I. LINGGA, *GAD Specialist I, BBOI*  
MAHA G. ENOK, *AO V, BDI*  
JONAVY O. AZIS, *AO II, BIO*  
ALMA LUZ JACKILOU A. LOZANO, *AO II, OSC*

### **C. Secretariat**

Head: RAYHANA M. MOKAMAD, *CAO, Records Division*

Members: MARIA NILDA M. GUIALEL, *AO III, RD-AMS*  
ASNAIRA B. ATING, *AO IV, OCOS*

### **III. GENERAL FUNCTION**

The GFPS shall ensure and sustain the OCM's critical consciousness and support on women and gender issues. It shall lead in direction-setting, advocacy, planning, monitoring and evaluation, and technical advisory on mainstreaming GAD perspective in the programs, projects, activities, and processes.<sup>1</sup>

### **IV. ROLES AND RESPONSIBILITIES**

**The Chief Minister or the GFPS Chairperson shall:**

1. Issue policies or other directives that support GAD mainstreaming in the policies, plans, programs, projects and activities, budget, systems, and procedures of the agency including the creation, strengthening, modification, or reconstitution of the GFPS.

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<sup>1</sup> Adopted from Section 37, Rule VI, IRR of RA No. 9710

2. Approve the GAD Plan, Program, and Budget (GPB) of the OCM.

**The Executive Committee (ExeCom) shall:**

1. Provide direction and give policy advice to the Chief Minister to support and strengthen the GFPS and OCM's GAD mainstreaming activities.
2. Direct the identification of GAD strategies, programs, activities, and projects based on the results of the gender audit, and gender analysis and according to the identified priorities of the OCM in response to the gender issues faced by its clients and employees.
3. Prepare and recommend the OCM's GPB to BWC, for review. If found to be in order, the latter shall endorse to the Chief Minister, for approval.
4. Ensure the timely submission of GPB, Accomplishment Report (AR) and other GAD-related reports to the BWC and Ministry of Finance, and Budget and Management.
5. Ensure the effective and efficient implementation of the OCM's GAD programs, activities, and projects and the judicious utilization of the GAD budget.
6. Build and strengthen OCM's partnership with BWC, GAD experts, advocates, women's groups, and other stakeholders in pursuing gender mainstreaming.
7. Recommend awards or recognition to outstanding institutional GAD programs, activities and projects and /or GFPS members.
8. Perform such other functions as may be assigned by the Chief Minister or law.

**The Technical Working Group (TWG) shall:**

1. Facilitate the implementation of gender mainstreaming efforts through the GAD planning and budgeting process.
2. Formulate GAD Plans, Programs, and Budgets in response to the gender gaps and issues, following the conduct of a gender audit, gender analysis, and/or review of sex-disaggregated data.
3. Assist in the capacity development of and provide technical assistance to the OCM. In this regard, the TWG shall work with the OCM's Human Resource Management Division (HRMD) for the development and implementation of appropriate interventions on gender equality and women empowerment.
4. Coordinate with the various units of the OCM, including its attached agencies, and ensure their meaningful participation in GAD strategic and annual planning exercises. The preparation, consolidation, and submission of the attached agencies' GPB shall likewise be coordinated with the OCM GFPS.
5. Monitor the implementation of GAD-related programs, activities, and projects in their respective offices and suggest corrective measures to improve the implementation thereof, including other GFPS activities.
6. Prepare and consolidate GAD Accomplishment Reports.

7. Recommend activities GFPS and update the progress of OCM's GAD mainstreaming activities to the Chief Minister or ExeCom.

8. Perform such other functions as may be assigned by the Chief Minister or the ExeCom.

**The Secretariat shall:**

1. Support the executive, technical, and operational management of the GFPS.
2. Maintain effective record technique and operation of the GFPS.
3. Perform other tasks as may be directed by the Chief Minister or the ExeCom.

**V. DURATION AND WORKING PROCEDURE**

The GFPS shall meet in plenary meetings periodically or at least once every three (3) months, or as may be necessary upon the call of the Chair or a majority of the members thereof.


The TWG shall promulgate such rules or guidelines as may be necessary for its procedural operation of the GFPS.

**VI. EFFECTIVITY**

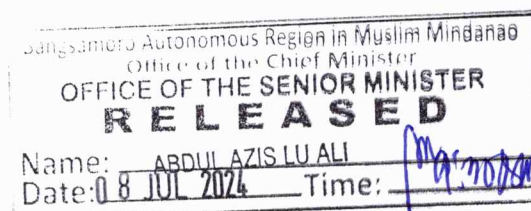
This Memorandum Order shall take effect immediately upon its signing and shall remain valid unless earlier revoked by the Chief Minister. It supersedes all other issuances, memoranda, or orders inconsistent herewith.

For **strict compliance**.

**By Authority of the Chief Minister**  
**AHOD B. EBRAHIM:**

  
**ABDULLAH M. CUSAIN**  
Assistant Senior Minister  
Officer-In-Charge  
Office of the Senior Minister  
By Virtue of OCM Memorandum  
Order No. 234, Series of 2024

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