

City Government of Naga
CITY HUMAN RESOURCE MANAGEMENT OFFICE
2012 ANNUAL GENDER AND DEVELOPMENT PLAN AND BUDGET

Existing PPA	Gender Issue/Concern	GAD Objective	Identified GAD Activity	GAD Performance Indicator	Target
1. Recruitment & Personnel Selection System	1. Gender fair in the recruitment/assignment of personnel	1. Non-discrimination in external & internal recruitment & in promotions	1. Encourage women to apply to positions identified for men only such as driver, mechanic	1. Equal opportunity to both women & men	
2. Personnel Management	2. Lack of knowledge/ support in implementing the personnel mechanisms	2. Full dissemination of the CSC approved personnel mechanisms	2. Revisit the CSC approved personnel mechanisms	2. Personnel mechanisms operational & equal opportunity given to both men & women	
3. Records Management	3. Updatedness, accuracy & maintenance of records	3. Proper maintenance & updating of all personnel records	3. Segregation of data * Updating of 201 Files * Leave Records * Service Records * Personnel Inventory	3. 201 Files, Leave Cards, Service Records are accurate & updated.	
4. Employee Welfare & Benefits	4. Opportunities to improve & maintain their well-being	4. Promote health & wellness in the workplace & non-discrimination in giving benefits	4. Conduct trainings on: * Women's Diseases * Skin Care * Great Filipino Workout	4. Ratio of the total no of women in attendance over the total no. of women employees	
5. Implementation of Reasonable Office Rules & Regulations	5. Laxity in implementing reasonable office rules & regulations	5. Strict observance of reasonable office rules & regulations	5. Observance of Flag Ceremony, Wearing of Uniform, Wearing of ID, Punching one's Bundy Card	5. No. of women employees observing the rules & regulations over the total no. of employees	
TOTAL					
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