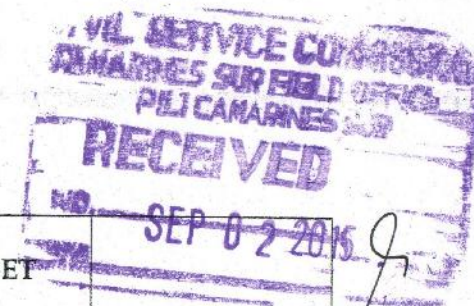


# IRIGA CITY WATER DISTRICT GENDER AND DEVELOPMENT PROGRAM 2015



GAD PLANS/PROGRAMS/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET	
<b>I. ORGANIZATIONAL CAREER DEVELOPMENT</b>						
1. Strengthening of GAD Plans and Programs through planning sessions of the GAD members.	To improve GAD members in developing gender sensitive and responsive plans and programs.	To update the members and the new elected GAD focal persons about GAD Plans and Programs for the year.	Quarterly	Conduct GAD meeting/planning sessions.	All GAD members	
2. Attendance in Trainings & Seminars on gender sensitivity.	Awareness of women's rights in the corporate structure.	Enhanced consciousness on Women's Rights.	January to December	No. of Trainings/ Seminars attended by Female Personnel.	5 Female employees	
3. Participation in Women's Day Celebration.	Consciousness of their role as part of society.	Become more active in women's rights advocacies.	Women's Day	No. of female employees attendance in the activity.	8 Female employees	
4. Include in the employees meetings topics of women's status upliftment.	Concerns of Female employees in the work structure of ICWD.	Improved skill in meeting demands in the work place.	Every Last Friday of the month.	No. of Employees meetings that topics have included women's rights.	All Employees	

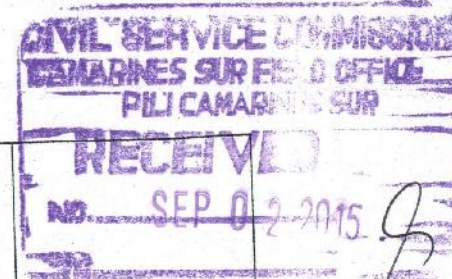
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# IRIGA CITY WATER DISTRICT GENDER AND DEVELOPMENT PROGRAM 2015



GAD PLANS/PROGRAMS/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET
5. Giving high recognition to women.	Women's Month Celebration.	Enhance participation of women as they enjoined in the celebration of women's month.	Women's Day	No. of women given recognition	Female employees
6. Counseling	Personal or Family problems.	Improved skills in addressing personal or family problems.	January to December	No. of Consultation conducted.	All employees
7. Gender Mainstreaming Data Base	Data & Statistics needed to address female employees' needs.	Increased awareness of their physical health	January to March	No. of Data gathered.	All employees
8. Human Resource Assistance	Encourage and support employees who have no civil service eligibility.	Help employees meet the minimum qualifications standard and equip them with the necessary requirement for possible upward movement or professional advancement.	Provide reviewers for qualified employees one (1) month before the scheduled examination.	No. of employees benefited from the assistance program.	Non eligible employees

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**IRIGA CITY WATER DISTRICT  
GENDER AND DEVELOPMENT PROGRAM 2015**



GAD PLANS/PROGRAMS/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET
9. Creation of Gender & Development (GAD) Anniversary.	Celebration and orientation on GAD Programs and Projects.	To increase participation / involvement of employees in GAD project.	June	No. of employees attended.	All employees
<b>II. HEALTH SERVICES/ AWARENESS</b>					
1. Provision of Maternity Leaves & Benefits	Health Awareness on maternity check-up thru pre-natal and post partum care	Enhance awareness of the benefits & risk of pregnancy.	January to December	Decrease in no. of Sick Leaves.	Female employees
2. Provision of Health Care & Services to female employees.	The need for preparing health concerns while in the work place and after retirement.	Employees would give attention to their health.	January to December	Establishment of health care & services program.	2 Female employees
3. Counseling	The need to learn practical knowledge in health care.	Employees concern for everybody.	January to December	No. of counseling conducted for the year.	All employees
4. Provision of Medical and Dental Check-up.	Health Awareness thru medical and Dental services.	Employees would be aware of health condition through services of physical examination.	April	Number of employees avail the medical services.	All regular employees



**IRIGA CITY WATER DISTRICT  
GENDER AND DEVELOPMENT PROGRAM 2015**



GAD PLANS/PROGRAMS/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET	
5. In-House Physical Fitness Program.	Health improvement thru physical fitness program of employees.	Help employees address the need to exercise to improve physical and mental fitness while in and out of the work place to relieve stress.	Once a week, 1 hour physical fitness.	No. of times the physical fitness was conducted	All employees	
6. Orientation to Male Reproductive Health	Lack of Information/ Awareness about male reproductive health.	To increase awareness/ knowledge on male reproductive health.	One (1) training/ Orientation	No. of training/ orientation conducted.	Male employees	
7. Health Education on menopause condition associated with aging, depression and timeliness condition.	Orientation on menopausal awareness.	Increase awareness/ menopausal women and senior citizen.	January to December	No. of orientation conducted.	Female & male employees	
<b>III. CULTURAL DEVELOPMENT</b>						
1. Involvement in cultural activities.	Enhance awareness of cultural activities.	To participate more on cultural activities	January to December	No. of activities participated.	Male& female employees	



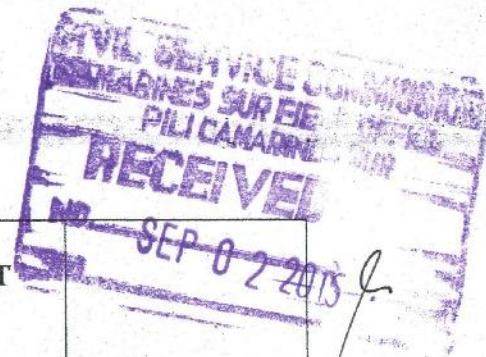
**IRIGA CITY WATER DISTRICT  
GENDER AND DEVELOPMENT PROGRAM 2015**



GAD PLANS/PROGRAMS/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET	
2. Employees Enhancement and Team Building.	The need to acquire insights on the recent development in the water industry.	To foster camaraderie & interaction among employees as it does not give them learning experience but it will assist them in implementing GAD Programs and Projects conducted.	April & December	45 ICWD Officials and Employees	Male & female employees	
<b>IV. SPORTS DEVELOPMENT</b>						
1. Involvement in sports activities in BIWADA, CSC & LGU sponsored sports activities.	The need to strengthen camaraderie in & outside the work place including other agencies.	Uplift spirit to work harmoniously with co-employees & other government workers.	January to December	No. of sports activities participated.	All employees	
<b>V. ECONOMIC/RETIREMENT PACKAGE SERVICES</b>						
1. Orientation of female employees in preparation for their retirement.	The need to be aware of their plight after work age.	Prepared attitude towards retirement.	Twice a year	No. of orientation conducted.	Potential Retiree	
2. Provision of Retirement Benefits.	The financial needs of employees upon retirement.	Confidence in the face of approaching economic situation upon retirement.	Upon retirement of retiring employee.	No. of retirement benefits granted.	Potential Retiree	



# IRIGA CITY WATER DISTRICT GENDER AND DEVELOPMENT PROGRAM 2015



GAD PLANS/PROGRAM/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET	
3. Assistance in seeking retirement package from government agencies.	Knowledge on how to apply & to follow up their benefit from government agencies.	Increased knowledge in claiming benefits.	Twice a year	No. of processes involved in the claim procedure.	Potential Retiree	
<b>VI. SOCIAL RESPONSIBILITY/ COMMUNITY SERVICES</b>						
1. Water Refilling	Distribution of bottled drinking water to the public during Parades/CSC Activities/Feeding Program/etc.	Increase awareness on the importance of giving water to the public.	January to December	No. of activities conducted.	All employees	
2. Feeding Program within the coverage services area.	Feeding practices for indigent parent and children.	Increase awareness on how to prepare suitable meals that are low cost but nutritious.	Quarterly	No. of feeding conducted.	All employees	
3. Tree Planting and Cleaning Program.	Establish watershed thru clean and green activities.	Conduct tree planting & cleaning activities in selected areas and pumping stations.	June	No. of activities conducted	All employees	

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# IRIGA CITY WATER DISTRICT GENDER AND DEVELOPMENT PROGRAM 2015



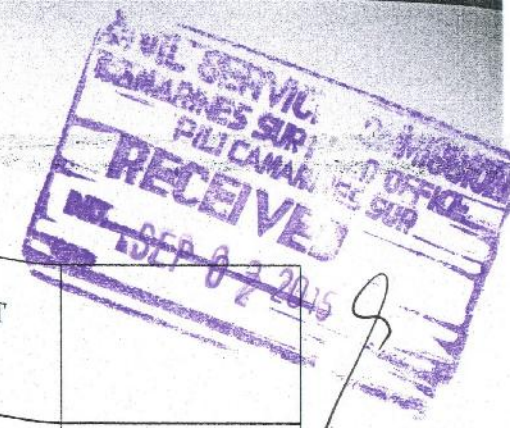
GAD PLANS/PROGRAM/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET	
4. Distribution of school supplies within the coverage service area.	Support indigent schools and Day Care Centers with basic school supplies.	Selected public school and day care pupils who are under privilege to have free school supplies.	December	No. of identified indigent public schools students given the privilege for free basic school supplies.	All employees	
5. Year End Conference	For the information of the employees its accomplishments and contribution in the operation of the district.	To update employees the status of the district in terms of viability of water and finances as the outcome of the accomplishments and contribution of the employees to the district.	December	No. of employees attended	All employees	
<b>VII. SPIRITUAL DEVELOPMENT PROGRAM</b>						
1. Celebrate Holy Mass and Salu-Salo Together.	To uplift spiritual value and its importance to a working individual.	Conduct First Friday Mass held at ICWD Office thereafter Salu-Salo Together that will give a positive outlook and cheerful working attitude.	January to December	No. of activities conducted.	All employees	

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# IRIGA CITY WATER DISTRICT GENDER AND DEVELOPMENT PROGRAM 2015



GAD PLANS/PROGRAM/ ACTIVITIES	GENDER RELATED ISSUE TO BE ADDRESSED	EXPECTED OUTPUT/ TARGET BENEFICIARIES	IMPLEMEN- TATION PERIOD	PERFORMANCE INDICATORS	TARGET	
2. Participate in the Traslacion Procession	To increase spiritual awareness.	To strengthen the relationship with God.	September	No. of employees participated.	12 employees	
					TOTAL:	

Prepared by:

*ai*  
**ANALENE A. IDIOMA**  
HRMO

Checked by:

*[Signature]*  
**MARIETTA H. CRUZATA**  
Division Manager C

Approved:

*[Signature]*  
**ROMULO M. CORPORAL, JR.**  
General Manager



**ACCOMPLISHMENT REPORT**  
**IRIGA CITY WATER DISTRICT – GENDER AND DEVELOPMENT**  
**(ICWD – GAD)**  
**For the Year 2015**

**1. ORGANIZATIONAL CAREER DEVELOPMENT**

A. Attendance in Training and Seminar on Gender Sensitivity.

- ✚ Administered Forum on Women's Right on March 17, 2015 at ICWD Board Room conducted by Mrs. Josefina B. Reyes as Lecturer participated by 16 female employees of ICWD in order to become more active in women's right advocacies and more conscious of the roles as part of the society.

B. Provided Forum on Human Trafficking on June 05, 2015 at ICWD Office conducted by Fiscal Roberto Jocom as Resource Speaker in order to increase awareness/knowledge on how to prevent human trafficking.

C. Handled Orientation Seminar on Frontline Services in the Context of RA 6713 conducted by CSC Field Director Jocelyn Marifosque as Resource Speaker held at ICWD Board Room on July 24, 2015, to be more aware on the code of Ethical Standard of a public servant.

D. Attended GSIS Orientation on Agency Authorized Officer (AAO) and Electronic Remittance Files (ERF) handler attended by 3 concerned employees handling the task dated February 11, 2015 at Crown Hotel, Naga City.

E. Administered assist meeting on PRIME-HRM Online Assessment result dated Sept. 04, 2015 conducted by CSC Personnel as resource Speakers – Ms. Lilia A. Jadie, Supervising HR Specialist and Ms. Jennifer E. Ramirez, HR Specialist II.

F. Managed Coaching Session and Assist Meeting on RPRIME-HRM dated Nov. 10, 2015 conducted by CSC Personnel as Resource Speakers Ms. Lilia A. Jadie, Supervising HR Specialist, Ms. Emylene O. Severo, Chief HR Specialist and Ms. Marites T. Pasa – Admin. Officer IV of LGU Legazpi City.

G. Attended Transformation Leadership Training at Camp John Hay, Baguio City dated December 1-4, 2015 conducted by CSC Cordillera Autonomous Region (CAR).

H. Conducted Personnel Development Committee meeting dated Sept. 18, 2015 to discuss matters concerning Water Safety Plan Development Training and Pollution Control Officer Training.

I. Provided Employees Enhancement Program/Lakbay Aral participated by 13 ICWD employees in order to acquire insights on the recent development in the water industry and foster camaraderie and interaction among employees of other water districts held on June 29, 2015 to July 04, 2015 at San Pablo Water District, Baliwag Water



District, Mabalacat City Water District, Baguio City Water District and Benguet Water District.

- J. Provided orientation of ICWD Policy Rules and Regulation of New Entrants – Permanent and Contractual Employees dated June 01, 2015 and October 01, 2015 conducted by HR Personnel.

## **2. HEALTH SERVICES AWARENESS**

- A. Provided Lecture on Male Reproductive Health Program conducted by City Health Representatives Mr. Kenny Niño H. Tagum and Mr. Victor V. Cervas attended by 53 male employees (regular and contractual) of Iriga City Water District dated March 16, 2015 held at ICWD Board Room in order to increase awareness/knowledge on Male Reproductive Health.
- B. Held Forum on Drug Abuse conducted by Senior Police Officer 3 Jane Alteza dated June 03, 2015 at ICWD Office to gain more knowledge on how to prevent drug abuse.
- C. Provided Forum on HIV Awareness conducted by City Health Representative Ms. Mary Cris B. Umali dated June 04, 2015 at ICWD Office to enhance awareness on Human Immunodeficiency Virus prevention.
- D. Administered orientation on NO SMOKING POLICY in accordance with CSC Memorandum Circular No. 17 Series 2009 to all ICWD employees dates August 24, 2015 conducted by the Management.
- E. Provision of Medical Test and Medical Examination.
  - ✚ Keeping a healthy workforce is among the ICWD-GAD primary concerns. This was the basis that all regular employees are mandatory for medical and physical check-up last April 8 & 9, 2015 to ensure the employees are physically fit to work. Those found to be unfit to work due to medical condition were required for proper medication per physician's advice.
- F. In-House Physical Fitness Program
  - ✚ ICWD employees are required to attend Physical Fitness Program thru exercise/hataw once a month at 4:00 o'clock in the afternoon held at ICWD hallway in order to help employees address the need to exercise to improve physical and mental fitness while in and out of the work place to relieve stress.

## **3. RETIREMENT SERVICES**

Provision of Retirement Benefits of Ms. Rosyl SG, Villanueva - Customer Service Assistant B, Mr. Paulito T. Legardo – Courier and Mr. Juvenal B. Neri – Storekeeper who retired effective February 01, 2015 and November 16, 2015 respectively and were provided with terminal Leave benefits, Service Incentive Benefits and other benefits due their retirement.



Salamat-Mabuhay Program was conducted with Salu-Salo Together hosted by ICWD with short program. Plaque of Service Award given to the retirees, Ms. Villanueva and Mr. Legardo salo-salo program held last January 30, 2015 while Mr. Juvenal Neri's retirement program was held last November 27, 2015.

Ms. Villanueva, Mr. Legardo and Mr. Neri was provided by HR Office various documents required by GSIS and Pag-Ibig such as Service Record, Clearance of Non-Pendency, Certificate of Leave without pay and other documents required.

#### **4. SPORTS DEVELOPMENT**

The ICWD employees participated in Annual BIWADA Sportsfest last April 21-25, 2016 at Sorsogon State College, Bulan Campus, Bulan, Sorsogon.

#### **5. CORPORATE SOCIAL RESPONSIBILITY/COMMUNITY SERVICE**

A. Distribution of ICWD bottled drinking water to the public during various activities and other programs to wit:

- Inorogan Chapel near Guildid Sump and Pumping Station.
- Traditional Tinagba Festival
- Senior Citizen Activities
- Salamat-Mabuhay Program for Retirees
- CSC Anniversary
- Public School Activities – Brigada Eskwela/Fun Run/etc.
- ICWD Activities
  - Orientations/Seminar – Male Reproductive Health/Human Trafficking/HIV Awareness/Women's Right/Non-Revenue/No Smoking/Frontline Services/Plumbing Olympics/Unity Game Practice/BIWADA/Visita Iglesia/Others.
  - Feeding and Cleaning Program
- Fun Run/Fun Walk/Fun Bike/Farm Run/Nutrition Walk/Zumba Walk.
  - Civic Organizations
  - Public and Private Schools
  - Barangays
- Parade – Iriga City Charter Anniversary / CSC Anniversary/etc.
- Various Religious Activities.

B. Cleaning Program

Conducted at the Entrance of Iriga Central Oval to Guildid Pumping Station dated June 02, 2015 participated by ICWD employees.



### C. Feeding Program

Part of the Commitment of Iriga City Water District is to extend Corporate Social Responsibility by conducting community service particularly feeding program to various service areas to wit:

- ❖ Inorogan near Pumping Station, Sto. Domingo, Iriga City dated January 04, 2015.
- ❖ Precious Love Angel Day Care Center, Sto. Domingo, Iriga City dated March 06, 2015
- ❖ Magic Star Day Care Center, Sta. Cruz, Iriga City dated June 04, 2015
- ❖ Kindergarten Pupils, Sta. Cruz, Iriga City dated June 04, 2015
- ❖ Shining Jewel Day Care Center, Salvacion, Iriga City dated June 08, 2015
- ❖ Mumunting Anghel Day Care Center, Salvacion, Iriga City dated June 08, 2015
- ❖ Kindergarten Pupils, Salvacion, Iriga City dated June 08, 2015
- ❖ Rising Sun Day Care Center, San Isidro, Iriga City dated Dec. 16, 2015
- ❖ Little Shepherd Day Care Center, San Isidro, Iriga City dated Dec. 16, 2015
- ❖ Blooming Day Care Center, San Isidro, Iriga City dated Dec. 16, 2015
- ❖ St. Anthony of Padua, Misa de Aguinaldo, Dec. 18, 2015

### D. Gift Giving Program

As part of the Corporate Social Responsibility of ICWD, the district extend gift giving activities to the community to support Day Care pupils who are under-privilege to have basic school supplies. The ICWD does not just focus on the profitability and income coming in but look after the well-being of the community as a thanksgiving and sharing by way of distribution of basic school supplies to the following Day Care Centers of the ICWD service area:

1. Rising Sun Day Care Center, San Isidro, Iriga City dated Dec. 16, 2015
2. Little Shepherd Day Care Center, San Isidro, Iriga City dated Dec. 16, 2015
3. Blooming Day Care Center, San Isidro, Iriga City dated Dec. 16, 2015

## 6. SPIRITUAL DEVELOPMENT PROGRAM

- A. Every first Friday of the month, mass is being celebrated at the ICWD Lobby to uplift the importance of spiritual value among the working individual. Salu-salo together follows as a way to give positive outlook and harmonious relationship among employees.
- B. ICWD employees participated in the traslacion procession to increase spiritual awareness and strengthen relationship with the Almighty God through the intercession of Our Lady of Peñafrancia.



- C. Visita Iglesia was likewise conducted during holy week in order to visit various churches in the WD's service areas and neighboring towns that serve as an act of sacrifices of catholic working individuals in seeking God's graces.
- D. Involvement of a number of Male employees as member of the Knights of Columbus as a fraternal Catholic organization organized for the educational, charitable, social welfare and religious purposes.

Prepared by:

  
**MARIETTA H. CRUZATA**  
Division Manager C

Noted by:

  
**ROMULO M. CORPORAL, JR.**  
General Manager