

ANNUAL GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET
Municipality of Talavera
FY 2016

Region III
Province Nueva Ecija
Municipality **Talavera**
Total Budget of LGU 265,518,611.00
GAD Budget 43,697,745.35

Gender Issue/ GAD Mandate (1)	Cause of the Gender Issue (2)	GAD Objective (3)	Relevant LGU PPA (4)	GAD Activity (5)	Performance Target (6)	Performance Indicator (7)	GAD Budget				Office of Primary Responsibility (9)
							PS	MOOE	CO	TOTAL	
							(8)				
Client-Focused											
- no equal opportunity to all job opportunities to all types of jobseekers (as to all genders, PWD and senior citizens) by provision of appropriate trainings and employment orientation	Make access to employment which is predominantly for boys and vice versa	To provide trainings and employment orientation to the jobseekers concerned.	Referral and placement	conduct trainings and employment orientation to the jobseekers.	variable (minimum of 12 trainings a year.	number of trainings conducted	309,718.35	1,500.00		311,218.35	P E S O
- no equal access to Labor Market Information	Access to relevant information which is equal to all gender	to provide ample information about the prevailing labor market to know the current supply & demand of jobseekers.	Labor Market Information	conduct of trainings and workshops to all jobseekers.	variable (minimum of 12 trainings a year.	number of trainings conducted	309,718.35	6,000.00		315,718.35	P E S O
- no equal opportunity for career pathing, career guidance and career coaching	Access to relevant information which is equal to all gender	provide orientation and trainings to High School graduating and College graduating students.	Career Guidance and Employment	conduct career coaching to High School graduating students, Labor Education to college and technical/vocational graduating students and PEOS to jobseekers.	5 sessions of career coaching 2 sessions of LEGS and minimum of 12 sessions of PEOS	number of sessions conducted per year	206,478.90	1,800.00		208,278.90	P E S O
			Special program for employment of students		200 beneficiaries		185,831.01	2,500.00		188,331.01	P E S O

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							(8)				
- no equal opportunities to jobseekers regardless of gender, age and physical status	Make access to employment which is predominantly for boys and vice versa	provide a venue for the jobseekers and agencies for them to meet in one place for employment purposes.	JOB'S Fair/ SRA/LRA	conduct jobs' fair and special recruitment activity and local recruitment activity	1 jobs' fair 12 SRA 12 LRA	number of sessions		2,500.00		2,500.00	P E S O
- no equal opportunities to jobseekers regardless of gender, age and physical status	Make access to employment which is predominantly for boys and vice versa	provide a venue for the jobseekers and agencies for them to meet in one place for employment purposes.	Referral and placement		20 jobseekers were entered into WAP			1,500.00		1,500.00	P E S O
- no equal opportunities to jobseekers regardless of gender, age and physical status	Make access to employment which is predominantly for boys and vice versa	provide a venue for the jobseekers and agencies for them to meet in one place for employment purposes.	Referral and placement		100 workers			1,500.00		1,500.00	P E S O
- limited access to services for OFW's funded by OWWA	make access to services for OFW's provided by OWWA	to provide ample information about OWWA services for all genders	Capability building seminar	conduct of seminar about OWWA services	100 families served			2,000.00		2,000.00	P E S O
- limited access to information on AIR-TIP	make access to all information about AIR-TIP	to provide more information about AIR-TIP to all genders	Seminar on AIR-TIP	Conduct Anti-Illegal Recruitment Campaign Project Implementation Dev't. & Enhancement Hostings and media guestings	200 participants			5,500.00		5,500.00	P E S O
- no equal access to skills training opportunities	make access to skills training opportunities	to provide skills training opportunities for all genders	skills training	conduct of skills training	persons was given passport 12 training conducted 1500 persons benefitted from the			1,000.00		1,000.00	P E S O
								7,000.00		7,000.00	P E S O

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							(8)					
- no equal opportunities to various scholarship program	make access to scholarship grants	to provide equal access to information on scholarship grant	career coaching	conduct of career coaching	2000 students entered into various scholarships			1,000.00	-	1,000.00	P E S O	
- no equal access to employment opportunities	make access to employment opportunities	to provide access to employment to all genders	skills registry	registration of skills	3300 NMRS submitted			3,500.00	-	3,500.00	P E S O	
- no equal access to employment opportunities	make access to employment opportunities	to provide access to employment to all genders	skills registry	enrollment to Phil-job net	7 establishment 108 enrollees			1,500.00	-	1,500.00	P E S O	
- no equal opportunities for the youth specially the Out of School Youth (OSY) to do productive under taking as a means of temporary livelihood	Make access to employment which is predominantly for boys and vice versa	to provide trainings and employment opportunities to the working youth (all genders)	Kabataan Program	conduct of trainings for the youth (skills and other trainings)	3 practical skills training and values orientation workshop.	number of trainings conducted		6,000.00	-	6,000.00	P E S O	
- no equal opportunity to PWDs in the provision of access to training and employment opportunities both in the formal sector	Make access to employment which is predominantly for boys and vice versa	to provide PWDs access to training and employment opportunities both in the formal and informal sector.	Tulong Alalay sa May Kapansanan	conduct of special trainings and PEOS to PWDs	2 sessions of skills training and PEOS	number of trainings		9,000.00	-	9,000.00	P E S O	
- no equal opportunity specially the women sector in the provision of trainings and livelihood	Make access to employment which is predominantly for boys and vice versa	provide skills training and employment/livelihood orientation.	KASH- Kasaysayan at Kabuhayan	conduct skills training and livelihood orientation	12 sessions of skills training 5 orientation on employment opportunities			3,500.00	-	3,500.00	P E S O	
SUB-TOTAL PESO								1,011,746.61	57,300.00	-	1,069,046.61	

Gender Issue/	Cause of the	GAD Objective	Relevant LGU PPA	GAD Activity	Performance Target	Performance	GAD Budget				Office of Primary
							PS	MOOE	CO	TOTAL	

GAD Mandate (1)	Gender Issue (2)	(3)	(4)	(5)	(6)	Indicator (7)	(8)				Responsibility (9)
- 40% couples are not aware of reproductive health	Lack of IEC	To provide family planning education counselling services and contraceptive for both men & women	Safe F23 Motherhood & Women Health Program (carrying out MDG 5-reducing maternal mortality	Provision of family planning education, counselling services and contraceptive for couples	1306 men 1306 women	no. of reproductive health advocacy and family planning	824,662.10	49,978.61		874,640.71	M H O
- Not all pregnant and lactating mother care given iron and vit. A	Lack of Vit. A supply	To provide iron and Vit. A to pregnant and lactating mother	Maternal care-MDG 5	Provision of iron and Vit. A for pregnant & lactating mother	1320 lactating mother	no. of pregnant and lactating mother given iron and vit. A	824,662.10	49,978.61		874,640.71	M H O
- Not all pregnant women have trained on pre-natal and post natal care	Lack of Training	To provide comprehensive training to all pregnant women	Maternal care-MDG 5	Provision of comprehensive training on pre-natal and post natal to all pregnant women	1020 pregnant women	no. of trained pregnant women	824,662.10	49,978.61		874,640.71	M H O
- 10% of mother are not practicing breastfeeding up to 2 yrs.	100% of mother are not advocated on breastfeeding up to 2 yrs.	To promote breastfeeding up to 2 years	Maternal care-MDG 5	Promotion of exclusive breastfeeding up to 2 yrs.	1320 mothers	no. of PP women	824,662.10	49,978.61		874,640.71	M H O
-30% of adolescents are not knowledgeable of healthy lifestyle (diet, exercise, no smoking)	30% of adolescents are not advocated on healthy lifestyle (diet, exercise, no smoking)	To advocate healthy lifestyle through Info. Dissemination to prevent HIV/AIDS & CECAP	Disease control program	Advocacy on healthy lifestyle via screening	71 men 20 women	no. of healthy lifestyle advocacy	3,298,648.42	393,010.00		3,691,658.42	M H O
- 40% of children are not given protection against tuberculosis, pertussis, tetanus, diphtheria, measles & hepatitis B before reaching 1 yr. old.	Lack of regular supply	To provide immunization to all children against tuberculosis, diphtheria, pertussis tetanus, measles and hepatitis B	Child care program (carrying out MDG-4 reducing infants mortality rate)	Immunization to all children against tuberculosis, diphtheria, pertussis tetanus, measles and hepatitis B before reaching 1 year old	700 male children 700 female children	no. of immunization children	1,649,324.21			1,649,324.21	M H O
-Some children are suffering from poor eyesight	Insufficient supply of Vit. A	To provide Vit. A for children and infants	Child care program (carrying out MDG-4 reducing infants mortality care)	Provision of vitamin A for children and infants	271 male children 272 female children	no. of children given vit. A	1,649,324.21			1,649,324.21	M H O
- Weighing of children 0-71 months old is delayed	Lack of weighing scale	To monitor weight, growth, nutritional status of children and infants	Nutrition	Monitoring weight, growth and nutritional status of children	130 male children 120 female children	no. of children	108,041.92		11,000.00	119,041.92	MNAO
- Some children are suffering from IDA	Insufficient supply of iron	To provide iron supplementation for children	Nutrition	Provision of Iron supplementation for low birth weight	130 male children 120 female children	no. of children	108,041.92	32,000.00		140,041.92	M H O

Gender Issue/	Cause of the	GAD Objective	Relevant LGU PPA	GAD Activity	Performance Target	Performance	GAD Budget				Office of Primary
							PS	MOOE	CO	TOTAL	

GAD Mandate (1)	Gender Issue (2)	(3)	(4)	(5)	(6)	Indicator (7)	(8)				Responsibility (9)
- Some children are suffering from Iodine Deficiency	Lack of iodized salt supplementation	To provide iodized supplementation to underweight children	Nutrition	Provide of iodized salt to under weight children	130 male children 120 female children	no. of iodized salt given	108,041.92	18,000.00		126,041.92	M H O
- 1.5% of children are under weight & severely under weight	Some mother are aware on the Importance of good nutrition	To reduce the prevalence rate of malnourished children at 10% from 250 (1.5) to 237 (1.13)	Nutrition	Supplemental feeding of severely under weight & under weight children 0-71 mos.	130 male children 120 female children	no. of children	108,041.92	300,000.00		408,041.92	M H O
- Some BNS are not yet oriented on the implementation of Infant Young Children Feeding (IYCF)	Lack of budget to conduct IYCF training	To advocate on the promotion of complementary feeding to BNS	Nutrition	Advocate promotion of complementary feeding to BNS	1 man 144 women	no. of B N S	108,041.92	20,000.00		128,041.92	M H O
- BNS/BHW are not receiving enough incentive	Financial constraints	To provide additional/income to BNS/BHW	Nutrition	Release Income of BNS and BHW	1 man 319 women	No. of BNS/BHW given allowance	108,041.92	230,400.00 871,200.00		338,441.92 871,200.00	M H O M H O
SUB-TOTAL MHO							10,544,196.76	2,064,524.44	11,000.00	12,619,721.20	
Income inequality among women	Poverty among women	To increase income with poor women	Talavera K-3 project (Kaunlaran sa Kabuhayan ng Kababaihan)	Capability Building Activities	1,500 poor women from 53 barangays	- Training/Seminars Conducted		18,000.00	5,000,000.00	5,018,000.00	M C D O
						- Loan Granted			1,000,000.00	1,000,000.00	M C D O
						- Loan Repaid			500,000.00	500,000.00	M C D O
						- Products Marketed			400,000.00	400,000.00	M C D O
SUB-TOTAL MCDO							-	18,000.00	6,900,000.00	6,918,000.00	
No. equal Educational oppurnity to poor but deserving students	Financial constraints of parents to provide college education to their children	To provide oppurnity to avail of the 4 year course scholarship grant	Scholarship grant to deserving students	Scholarship Program	1833 deserving students	No. of deserving Scholars granted Scholarship		19,445,672.00	1,144,500.00	20,590,172.00	MO
SUB-TOTAL SCHOLARSHIP PROGRAM							-	19,445,672.00	1,144,500.00	20,590,172.00	

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							(8)				

Increasing incidence of separation/child custody cases	Low moral value; environmental influence	3. To provide confort and safety and substitute mothering to potentially neglected 3-4 years	Day Care Service Search for the Bright Child Parent Effectiveness Service	Day Care Service to be conducted by day care workers in 53 barangays	1740 children ages 3 - 4 enrolled in Day Care Center	No. of children become socially adjusted/ready for pre-elementary education.	154,873.52	74,250.00 10,000.00	80,000.00	229,123.52 10,000.00	MSWDO MSWDO
		4. To provide temporay shelter to children in conflict with the law	Homelife Service Food expenses for CICL Livelihood services for Bahay Kanlungan	Conduct of assessment CICL and their family	children in conflict with the law	No. of CICL cases provided w/ homelife service/diversion and intervention program	48,689.26	27,112.54 273,750.00 12,500.00		155,801.80 273,750.00 12,500.00	MSWDO MSWDO MSWDO
		5. To educate parents on responsible parenthood, rights of children									
Limited access of women and youth to education, training and employment opportunities	- Low educational attainment/occupational skills - unemployment - low income - poverty	To conduct pre-marriage counselling to would be couples	Pre-Marriage counselling	Pre-marriage counselling session	400 would be couples	no. of would be couple attended pre-marriage counselling	9,416.16			9,416.16	MSWDO
		To conduct marriage counselling to married couples having problem on relationship	Marriage counselling session child custody agreement	Marriage counselling session child custody agreement	15 Married couples with mariral problem	no. of married couples provided with counselling	9,416.16			9,416.16	MSWDO
Limited participation of women on community volunteer work	Lack of knowledge on the rights of women	1. To provide practical skills training for Women and Out of School youth for possible employment	Productivity skills training for women with special needs/with disability and out of school youth	Conduct practical skills training for women and OSY * Type of training will be used on their needs capabilities	3 groups of women 3 groups of OSY with 50 members	no. of skills training conducted/no. of women and youth attended training become employed/self-employed	14,641.13 6,077.97			14,641.13 6,077.97	MSWDO MSWDO
		2. To increase income/improve economic condition of families who belong to low income group	Self-Employment Assistance Program	Conduct feasibility study for income generating projects (LGU) be based on the feasibility of the project	3 groups of women 3 groups of OSY with 50 members	no. of OSY and women provided with capital assistance become self-sufficient	14,641.13	25,000.00		39,641.13	MSWDO
		To conduct information dissemination on the Rights of Women To conduct training on community volunteerism	Training on community volunteerism for women/mothers of day care children	Training on community volunteerism	400 women/mothers of day care children	no. of women/mothers of day care children become active volunteers			26,633.81	26,633.81	MSWDO

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							PS	MOOE	CO	TOTAL	
							(8)				
Limited access to comfort	Occurrence of natural/man-	To provide temporary	Provision of emergency relief	Counselling, confort	300 disaster victims mostly	no. of disaster victims		400,000.00		400,000.00	MSWDO

and safety during disaster	made disaster	shelter to victims of disaster	assistance	giving, provision of food, temporary shelters	women and children, older person PWDS	served in evacuation center						
Lack of knowledge and skills of Focal Persons/GAD workers for effective/efficient	Ineffective/inefficient delivery of GAD related programs and activities	To provide food/materials assistance To become effective/efficient focal persons/GAD workers	Training/seminars for Focal Persons/GAD Workers	GAD related Trainings & Seminar	GAD workers and focal persons 38 J.O Female workers 3 J.O. male workers 3 female, permanent workers	no. of GAD workers/focal persons attended training	20,000.00		20,000.00		MSWDO	
SUB-TOTAL -MSWDO							288,595.49	907,612.54	106,633.81	1,302,841.84		
Organization-focused - Hiring and promotions based on merit and fitness	Discrimination on applying/choosing/selection on hiring and promotions	be fair on hiring of employees equal rights on welfare and benefits of employees	A.Recruitments 1. Interview conducted 2. Appointment Preparation 3. PSC Conducted 4. Orientation Conducted	Identified needs of every dept. newly hired and promotions for old employee to orient employees on employee welfare and benefits to conduct forum/seminar-workshop on Anti-Sexual Harrassment	interview applicant - 96 Appt. preparation - 72 PSB conducted - 2 Orientation Conducted -5 orientation on GAD related laws and issues to newly hired employees (RA 7877,8353,9262,9710)	number of approval/selected applicants number of orientation conducted	195,956.88 59,882.04	9,100.00 4,550.00	15,000.00	220,056.88 64,432.04	H R M O H R M O	
- Approval of different Kinds of loans	observance on the provisions under sec. 45 of GAA	be sensible in applying/granting loans	B. Retention 1. application for loans	fair selection for approving any wmployees' loans	identified qualified loaners - 2310	number of approval loans	105,957.84	1,820.00		107,777.84	H R M O	
- Approval of different Kinds of leave	observance on the provisions of csc laws and rules pertaining on leave benefits	to enjoy employees' leave benefits to implement RA 9710 provisions on employees' benefits	2. leave benefits	equal rights & approving employees' enjoyment on leave benefits	all employees (male & female) diff. kinds of leave - 2310	number of approved leave	61,661.16	4,550.00		66,211.16	H R M O	

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							(8)				
- Action taken for all kinds	observance on the provisions	make a necessary action	3. Personnel Relation	be a fair arbiter	male and female	number of complaint	72,465.12	2,730.00		75,195.12	H R M O

of complaints & grievances	of grievance machinery and admin offenses in the civil services	in lower level if possible	and discipline		complainants and grievance attended - 85	party						
- Action taken for all kinds of assistance in all manners	observance on the provisions of Mamamayam Muna Hindi na Mamaya Na Program in the Civil Service	satisfaction of customers attended	4. Customer assistance	attended customers with queries and need assistance	male and female customers with queries & needs assistance - 427	numbrt of customers attended	171,858.48	15,640.00		187,498.48	H R M O	
- Lack of training of rank and file employees	observance on the approved survey regarding the training needs of the employees	career growth and development	5. Career Development	equal rights of choosing employees send to training or seminars	employees needs improvement and career development GAD Training of all Dept. Heads, Members of GAD Committee and Stake-holders i.e. Magna Carta for Women and related laws	number of employees sent to training and seminars	76,216.56	25,460.00		101,676.56	H R M O	
- Issues on employee welfare and related activities	observance on policy on working condition and health awareness program for municipal officials and employees	skills enhancement on personality development, health awareness and working condition	6. Ateended different activities	equal rights of choosing employees send to different activities and programs	employees needs on personality development health awareness and working condition	number of employees send to different activities & programs	131,224.68	14,550.00		145,774.68	H R M O	
SUB-TOTAL HRMO								875,222.76	78,400.00	15,000.00	968,622.76	
GRAND TOTAL								12,949,102.56	22,571,508.98	8,177,133.81	43,697,745.35	

Prepared by:

MAXIMA A. DE OCAMPO
Chairperson, GFPS-TWG

Approved by:

NERIVI S. MARTINEZ
Municipal Mayor

Date

June 10, 2015

*Organization focused gender issue-points to the gap/s in the capacity of LGU to integrate a gender dimension in its programs, systems or structure
Client-focused gender issue- refers to concerns arising from the un-equal status of women and men stakeholders, clients, and or constituents of LGUs including the extent of their disparity over benefits from and contributions to a policy/program and/or project of the LGU.*

- Registered all documents	To registered all documents accepted	Received Civil Registry Doc. - Birth - Death - Marriage - Founding <i>Legal Instruments</i> -AUSF (R.A. 9255) -Affidavit of Admission of Paternity/Achnowledgement -Affidavit of Legitimation -Legal capacity of Marry (foreigners)	3001 of birth 572 of death 745 of marriage 37 of AUSF 25 of Affidavit of Admission 10 of legitimation 15	Documents filed & preserved	715,212.69	61,489.29	36,000.00	812,701.98
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Registrable documents accepted & transcribed	To registered all documents accepted	Court Decrees/Order/Decision -Adoption -Annulment of CRD's -94 Correction of Entries -Others	94 of correction of entries	Registrable documents accepted and transcribed				
Number of interview clientele	Interview conducted	Interview -Actual Interview	3450 of actual interview	No. of Interview Clientelle				

Number of birth, marriage and death	To registered all documents accepted	-Preparation -Timely Birth -Marriage -Death	1338 of timely birth 565 of marriage 697 of death							
number of verify birth, marriage and death	To registered all documents accepted	Verification -Birth -Marriage -Death	24168 of verified bith 1200 of marriage 1500 of death	No. of verify birth, marriage and death						
Number of certified & true copy of birth, marriage and death	To registered all documents accepted	Issuance True Copy -Birth -Marriage -Death	648 of true copy birth 15 of marriage 20 of death	No. of certified & true copy of birth, marriage and death						
Number of certification of birth, marriage & death	To registered all documents accepted	Certification -Birth Available Form 1A -Birth Not Available Form 1B -Birth Destroyed Form 1C -Death Available Form 2A -Death Not Available Form 2B -Death Destroyed Form 2C -Marriage Available Form 3A -Marriage Not Available Form 3B -Marriage Destroyed Form 3C -Certificate of Legal Instruments	842 of cert. 1A 859 of cert. 1B 25 of cert. 1C 177 of cert 2A 149 of cert. 2B 10 of cert 2C 298 of cert 3A 30 of cert 3B 2 of cert. 3C 20 of legal	No. of certification of birth, marriage & death						
Number of delayed registration of birth	To registered all documents accepted	Late Registraion of Birth -Application for Drlayed Registration of Birth -Live Birth Form - 102 -True Copy of Birth -Birth not available CRF #18 -Affidavit for Delayed Registration of Birth -Notice of Hearing of Birth -Affidavit of Acknowledge - ment of Birth -Admission of Paternity	958 of application 958 of 102 birth 958 of true copy 958 of #18 958 of affidavit 958 of notice 815 of legal instrument 25 of admission	no. of delayed registration of birth						

Number of delayed registration of Marriage	To registered all documents accepted	Late Registraion of Birth -Application for Delayed Registration of Marriage -Marriage Certification Form 97 -True Copy of Marriage	10 of late application 10 of form 97 10 of true copy marriage	no. of delayed registration of marriage						
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			<ul style="list-style-type: none"> -Death under R.A.9048 -Court Decision/Order -Supplemental Report * Issuance of Photocopy of Petition Under R.A. 9048 -CCE (Correction of Clerical Error) -CFN(Change of First Name) -Accept Migrant Petitions 	<ul style="list-style-type: none"> 11 of supplemental report 					
Number of coded all Civil Registry Doc.	To registered all documents accepted	<ul style="list-style-type: none"> * Review coded CRD -Birth -Marriage -Death * Administer Oath for civil registration purposes only 	<ul style="list-style-type: none"> 3001 of birth 745 of marriage 572 of death 	Properly coded all Civil Registry Doc.	140,323.57	21,864.29		162,187.86	
Properly practiced the high quality service	To registered all documents accepted	<p>Establish and maintain a systematic method of filing & preserving CRD</p> <ul style="list-style-type: none"> -Compile and classify records -Reconstruct/re-write destroyed/old records & registry books -Hardbound CRD *Consolidation -Birth -Marriage -Death -Application for Marriage License * Indexing of Civil Registry Documents -Birth -Marriage -Death 	<ul style="list-style-type: none"> 3887 5 30 3001 of birth 745 of marriage 572 of death 607 of marriage license 	<ul style="list-style-type: none"> Documents filed and preserved Properly coded all Civil Registry Doc. 	149,341.65	108,889.29	196,500.00	454,730.94	
Properly Installed Registered civil registry doc.	To registered all documents accepted	<ul style="list-style-type: none"> * Encoding of civil registry information to CRIS (Civil Registry Information System) 	<ul style="list-style-type: none"> 3001 of birth 745 of marriage 572 of death 	Properly installed Registered civil registry doc.					
Submit on time registered civil registry documents on prescribed period	To registered all documents accepted	<p>Submission of CRD/Status Report to NSO</p> <ul style="list-style-type: none"> - Monthly Report of Civil Registry Documents -Birth -Marriage -Death -Legal Instrument -Marriage License 	<ul style="list-style-type: none"> 4318 of rncode to cris 3001 of birth 745 of marriage 572 of death 45 of legal 607 of marriage license 	Submit on time registered civil registry doc. on prescribed					

			- Monthly Report of Other Activities (Documentation)	4970	no. of monthly report					
			-Annual Report of Activities	4970						
			-Status Report of CRD	4970						
			-Supplemental report	11						
Number of civil registry documents birth registered		To registered all documents accepted	-Mobile registration (Civil Registration Month)	300	100% completed	413,953.43	127,664.29			541,617.72
			-Interview	500						
			-Barangay Civil Registration	300						
Number of registered marriage free wedding		To registered all documents accepted	-Mass Weddings	30	100% completed					
			* Conduct of Seminar/information/Dissemination							
Seminars/Educational Campaigns Conducted & related statistics prepared		To registered all documents accepted	-Conduct educational campaigns on Civil Registration	20	Seminars/Educational Campaigns Conducted & related statistics prepared					
			-Attend to seminars/meetings/training/convention	2						
			* Information Dissemination							
			-Education Values							
			-Visitation to Maternity Clinic							
			-Program in Celebration of Civil Registration Month							
			* Training							
			-Marriage Rites	12						
			OTHER Activities (Seminars)							
			-Pre-Cana	12						
			Trainings/Seminars Fee							
			- Accomplishment report AIP	1		342,101.41	39,664.26	12,500.00		394,265.67
			Annual Procurement Plan							
			- Functional Statement, Objectives & Expected results							
			Program Appropriation and Obligation by Object							
			- Annual Procurement Plan	1						
			-Inventory of Office Equipment	1						
			- Financial Report	12						
			- P E S	2						

			Segregation of CRD's Registered -Birth -Marriage -Death -Foundling -Legal Instrument	3001 of birth 745 of marriage 572 of death 45 of legal							
			* Monthly Statistical Report of CRD's -Birth -Marriage -Death * Review/check all Out-Going CRD -Birth -Marriage -Death -Legal Instrument -Application for Marriage Lisence * Customer Assistance * Interviewing Task Other Activities -Mobile Registration (Streamer) -Barangay registration -Kasalang Bayan -Municipal Children's Congress -Program in Celebration of Civil Registration Month -Monitoring Birthing Station -Application for Marriage -Information Dissemination/ Values -Orienattion/Seminar on Civil Registration *Attended Agency Activities -Trade Fair -Earth Day -Town Fiesta -Independence Day -NSO/NECRA Meeting -Christmas Party	3001 of birth 745 of marriage 572 of death 3001 of birth 745 of marriage 572 of death 45 of legal 607 of marriage license			45,355.04		45,355.04		
								18,269,923.12	24,967,274.06	8,665,401.43	51,902,598.61

