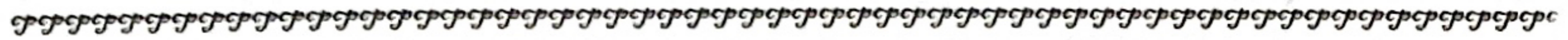




Republic of the Philippines
Province of Quezon
MUNICIPALITY OF QUEZON
-o0o-



OFFICE OF THE MUNICIPAL MAYOR



**EXECUTIVE ORDER NO. 18
Series 2021**

**ESTABLISHMENT OF A VIOLENCE AGAINST WOMEN (VAW) DESK IN EVERY BARANGAY IN THIS
MUNICIPALITY**

WHEREAS, the State condemns discrimination against women in all its forms and pursues by all appropriate means and without delay the policy of eliminating discrimination against women in keeping with the Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW) and other international instruments consistent with Philippine Law.

WHEREAS, Republic Act (RA) 9710, otherwise known as the Magna Carta of Women, is a comprehensive women's human rights law that seeks to eliminate discrimination against women by recognizing, protecting, fulfilling and promoting the rights of Filipino women, especially those in the marginalized sectors. Section 12 D, Rule IV of the Rules and Regulations Implementing the Magna Carta of Women provides for the establishments of a VAW Desk in every barangay to ensure that violence against women cases are fully addressed in a gender-responsive manner

NOW THEREFORE, I MA. CARIDAD P. CLACIO, Municipal Mayor of Quezon, Province of Quezon, by virtue of the powers vested in me by the Local Government Code and other pertinent laws do hereby order the establishment of VAW Desk in every Barangay.

Section 1. Establishment of VAW Desk in Every Barangay

1.1 Setting up the VAW Desk – the punong barangay shall designate an area within the barangay hall for the VAW Desk. S/He shall provide for the necessary furniture and fixtures such as but not limited to table, chairs, separate filing cabinet and log book for the record keeping of cases. Likewise, the punong barangay shall ensure the confidentiality of the cases and privacy and safety of victim/survivor.

1.2 Designation of VAW Desk person – the punong barangay shall designate VAW Desk person who is trained in gender – sensitive handling of cases; preferably a women barangay kagawad or woman barangay tanod. In cases where there is no trained personnel, ensure that the person assigned shall undergo basic gender sensitivity training and orientation on anti- VAW Laws.

Section 2. Functions of the Barangay VAW Desk. The VAW Desk shall perform the following tasks:

- a. respond to gender- based violence cases brought to the barangay;
- b. record the number of gender- based violence handled by the barangay and submit a quarterly report on all cases of VAW to the DILG City/Municipal Field Office and the City/Municipal Social Welfare Development Office (C/MSWDO);
- c. keep VAW case records confidential and secured that only authorized personnel can access it;
- d. assist victims of VAW in securing Barangay Protection Order (BPO) and access necessary services;
- e. develop the barangay's gender responsive plan in addressing gender-based violence, including support services, capacity building and referral system;
- f. coordinate with and refer cases to government agencies , non- government organization (NGO's) , institutions and other service providers as necessary;
- g. address other forms of abuse committed against women especially senior citizens, women with disabilities, and other marginalized group;
- h. lead advocacies on the elimination of VAW in the community; and
- i. perform other related functions as may be assignes.

Section 3. Protocol in Handling VAW Cases at the Barangay Level – the Anti- Violence Against Women and Their Children (VAWC) Act (RA 9262) mandates the punong barangay or in his/her absence the barangay kagawad concerned or on duty to take immediate action upon being informed of a violent incident and is mandated to issue a Barangay Protection Order (BPO) on the date filing after ex parte determination of the basis of application. Please note that all forms of amicable settlement under the Katarungang Pambarangay such as mediation, settlement, conciliation, arbitration shall not apply to cases of VAWC. The following protocols shall be observed by the Barangay VAW Desk Person when responding to VAW situations:

3.1 A VAWC (RA 9262) victim-survivor is accompanied by someone to the barangay or the victim herself goes to the barangay

- a. Make the women (and children if applicable) comfortable in a safe and private room giving her water and other immediate needs if any;
- b. Assess the situation and get initial information to determine the risks on hand and if immediate medical attention is needed. If so, facilitate referral to the nearest medical facility;
- c. After the victim- survivor has stabilized, assist the punong barangay/kagawad in the conduct of an investigation in a gender-sensitive and non-judgmental manner in a language understood by her;
- d. Inform her of her rights and the remedies available and the processes involved particularly in relation to the BPO. Assist her to file application, if she decides to have a BPO;
- e. Record the incident using National VAW Documentation System barangay form

- f. If victim- survivor desires to in a safe shelter, seek the assistance of the other barangay officials, barangay tanod or the police in getting her belongings and refer to a shelter/women's center or to the C/MWDO;
- g. Assist the victim-survivor to file for a temporary protection order (TPO) or permanent protection order (PPO) with the nearest Family Court within 24 hours after issuance of the BPO, if the victim- survivor so desires or she applies directly for a TPO/PPO instead of a BPO;
- h. Report the incident within four hours to the PNP and the MSWDO.

3.2 A victim-survivor of VAWC is reported by the community member

- 3.1. Verify the information and if needed. Seek assistance from the PNP;
- 3.2. Assess the situation and facilitate the rescue of the victim-survivor when necessary to ensure her safety, and when applicable the safety of her children
- 3.3. Inform the victim-survivor about her rights and remedies available particularly the BPO and its processes. Assist her to apply for a BPO, if she so desires;
- 3.4. Refer victim-survivor for medical care and temporary shelter and other needs when needed based on the assessment done;
- 3.5. Record the incident using the National VAW documentations System barangay form(Annex 1);]

3.3 For rape, trafficking in person and other cases which do not fall under the jurisdiction of the barangay, assist the victim-survivor to file a complaint at the PNP Women and Children Protection Center or the National Bureau of Investigation (NBI)

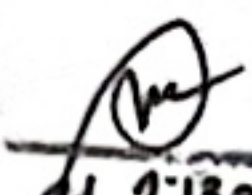
Section 4. Funding

The cost of the establishment and operation of the VAW Desk shall be charged under Barangay's Gender and Development (GAD) budget. As such, it shall be included in the annual GAD plan and Program of the Barangay.

Section 5. Effectivity

This Executive Order takes effect immediately. Any exiting order found inconsistent there to deem repealed of modified.

DONE this 29th day of MARCH 2021. At Quezon, Quezon.

MSWDO
 RECEIVED BY 
 DATE 3-31-21 2:13pm


 MA. CARIAD P. CLACIO
 Municipal Mayor