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DOC NO. E-2022-00004*CE***DEPARTMENT ORDER NO. 2021-119****GUIDELINES FOR THE DEPARTMENT OF TOURISM'S
GENDER AND DEVELOPMENT (GAD) - TOURISM INTEGRATES, SUPPORTS AND
MINDS WOMEN'S RIGHTS AND CHILD SAFETY (TourISM WoRCS) OFFICER**

The Department of Tourism in its efforts to address various concerns and prevent the commercial sexual exploitation of women and children in the tourism industry shall strengthen its implementation of the Gender and Development and Women and Child Safe Tourism Programs.

Gender and Development Programs and Projects are incorporated in the DOT's Annual Work and Financial Plan to include the protection and support for women in the tourism industry. The TourISM WoRCS Program is the DOT's advocacy program in protecting women and children from sexual exploitation and abuses in the tourism sector. It is a preventive program against commercial sexual exploitation of women and children in tourism destinations and promotes ethical, inclusive and sustainable tourism practices that respect the rights of women and children.

In order to ensure the smooth and proper implementation of the TourISM WoRCS Program of the Department, there shall be a **TourISM WoRCS Desk** and **GAD-TourISM WoRCS Officer** in all DOT Regional Offices in the country.

- The GAD-TourISM WoRCS Officer will primarily be in-charge of all tourism related concerns of women and children within the region.
- The GAD-TourISM WoRCS Officer shall be supervised by the Regional Office's Gender and Development Focal Person or Champion whose position is not lower than a Senior Tourism Operations Officer or its equivalent.
- Each of the Regional Offices shall engage the services of the GAD-TourISM WoRCS Officer through a Job Order (JO) arrangement, with the rank of a Tourism Operations Officer II and the funding of which will be charged against the Office of Special Concerns (OSC) under the General Appropriations Act (GAA) budget. It shall likewise ensure that the funding for subsequent years shall be included in the OSC GAA Budget, subject to the usual government budgeting and accounting rules and regulations.
- Functions and delineation of Program and Activities (PAPs):
 - a. For TourISM WoRCS program concerns – the Office of Industry Manpower Development will supervise and monitor.
 - b. For Gender and Development – the Office of Special Concerns will supervise and monitor.
- The Office of Special Concerns shall supervise the administrative functions of the GAD-TourISM WoRCS Officer.

The main functions and responsibilities of the GAD-TourISM WoRCS Officer are the following:

- Assist the GAD Focal Person or Champion;
- Handle projects and programs of all tourism-related concerns on Gender and Development which include women's concerns in the tourism industry and concerns related to TouRISM WoRCS;
- Ensure that GAD and TouRISM WoRCS related plans and projects for the industry are implemented in a timely manner;
- Plan, coordinate, conduct and monitor trainings and events related to GAD, and TouRISM WoRCS programs within the region.
- Liaise with the Philippine National Police (PNP), Department of Social Welfare and Development (DSWD), Philippine Commission on Women (PCW) and other concerned national government agencies, local government units, and non-governmental organizations for programs and activities related to TouRISM WoRCS in their region;
- Gather data related to women and children's cases within the regional tourism industry and maintain a database on GAD and other relevant information;
- When instructed, represent the Regional Director in meetings on matters related to GAD and TouRISM WoRCS in the region; and
- Submit monthly accomplishment report on regional GAD concerns to the GAD Focal Point System (GFPS) Secretariat under the Office of Special Concerns, and quarterly and annual consolidated report on TouRISM WoRCS concerns to the Office of industry Manpower Development.

This Order shall take effect immediately.

31 December 2021


BERNABETTE ROMULO-PUYAT
Secretary

