



Republic of the Philippines
Department of Finance
BUREAU OF CUSTOMS
1099 Manila

MEMORANDUM

TO : ALL : PORTS AND GROUPS
: ADMINISTRATIVE OFFICERS
: EMPLOYEES OF THE BUREAU OF CUSTOMS

FROM : *GF Rosales*
GLADYS F. ROSALES, MPA, CESE *GF*
Chief of Staff, Office of the Commissioner
Deputy Commissioner, Internal Administration Group

SUBJECT : SEX DISAGGREGATED DATA GATHERING

DATE : October 19, 2018

1. Relevant to the approved GAD Plan and Program of 2018, all employees are hereby mandated to answer the herein attached survey questionnaire. (*Annex A*)
2. Employees are requested to answer the questionnaire honestly. Your name is not a requirement to maintain confidentiality of your answer.
3. Relevant to the above, administrative officers, along with respective members of the GAD Focal Point System shall facilitate data gathering and summarizing data gathered using the Data Matrix sent to their BOC email.
4. Answered questionnaire along with the summary must be submitted to the Human Resource Management Division on or before **November 23, 2018**.
5. For strict compliance.



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Gender and Development Survey

_____ Date

Dear Employee,

In line with the strengthening of the Bureau's Gender and Development (GAD) Program, the Bureau's GAD Technical Working Group, along with its GAD Focal Point System (GFPS), is now working on GAD Disaggregated data and its other components. These data are essential towards the fulfillment of the Bureau's GAD Plans and Programs.

We request your cooperation by answering the following questions voluntarily and truthfully. Be assured that your answer shall remain confidential and shall only be used for GAD purposes.

Thank you.

Very truly yours,

Joseph G. Escasio

JOSEPH G. ESCASIO
Chief, HRMD
Member, GFPS

DEMOGRAPHIC

1. First Name _____ Middle Name: _____ Last Name: _____
2. Sex: Male Female 3. Gender: Homosexual Bisexual Heterosexual
4. Birthdate: _____ 6. Age: _____
7. Civil Status: Single Married Widow Widower
 Legally Separated Marriage Annulled Separated in fact
8. Present Address: _____
9. Permanent Residence: _____
10. Plantilla Position: _____
11. Designation: _____
12. Present Place of Assignment: _____
13. Indigenous Group/Cultural Identify/Tribe: _____

14. Religion: _____ (optional) None

15. Solo parent: Yes No

16. Total Annual Family Income (include your spouse's income if applicable) :

- Below PhP100,000.00 PhP701,000.00 to PhP900,000.00
- PhP101,000.00 to PhP300,000.00 PhP901,000.00 to PhP1,000,000.00
- PhP301,000.00 to PhP500,000.00 PhP1,000,001.00 to PhP1,500,000.00
- PhP501,000.00 to PhP700,000.00 Above PhP1,500,000.00

17. Dependents: Father Mother Children No.: ____ Brothers/Sisters No.: ____
 Uncles/Aunts No.: ____ Others (specify) _____

18. Children:

Name	Date of Birth (mm/dd/yyyy)	Employed (Y/N)	Schooling (Y/N)	With Disability (Pls. indicate)

(use extra sheet if necessary)

19. Relatives in Government (up to the fourth degree of consanguinity or affinity)

Name	Relationship	Office

(use extra sheet if necessary)

20. Existing Health Problems

- Physically Challenged/Impaired Diabetes
- Hypertension/High Blood Pressure Migraine
- Heart Ailment Eye Problem
- Cancer Others (specify) _____
- Asthma

GENDER ROLES

Productive Role: activities/tasks which contribute to the family income and economic welfare/advancement of the household or community

21. Are you the breadwinner of the family? Yes No
- If yes, what are your sources of income? (Check all that is applicable to you)
- BOC Employment
 - Investments/Shares of Stocks
 - Rentals/Leases
 - Others, please specify:
 - Farm produce for sale
 - Subsistence
 - Direct Selling
 - Financing
 - Buy and Sell
 - Food processing/home- based industries
 - Others (Pls. specify) _____

22. Do you have access to your family financial resources? Yes No
23. Do you participate in decision-making involving family finances? Yes No

Reproductive Role: activities carried out to reproduce and care for the household

24. Do you a have child/children 7 years old and below? Yes No
- If yes, how many? _____
- If no, how many children do you plan to have in the future ? _____
25. Does your spouse share in the responsibility of child caring/rearing?
Yes No
26. If child/children is/are in school age, do both of you attend to his/her/their school needs?
Yes No
- If no, specify who takes the responsibility and why? _____

Household Managing Role: carried out to meet the family basic needs

27. Does your spouse participate in the household tasks? Yes No
28. Do your other family members participate in the household tasks? Yes No
29. Do you make decision/s in the management of household affairs? Yes No
- If no, please explain _____
30. Do you have household help? Yes No

Social/Community/Politics Roles: carried out in the exercise of one's rights

31. Are you actively involved in professional/civic/religious/cultural/sports/other community organizations or associations? Yes No

State name/s of your organization _____ (Optional)

32. Do you exercise your right to vote? Yes No

If no, state the reason: _____

33. Do you and your spouse have different religions? Yes No

If yes, does it affect your relationship? Yes No

If yes, explain in how : _____

34. Do you and your spouse have cultural differences? Yes No

If yes, does it affect your relationship? Yes No

If yes, explain how: _____

35. Do you and your officemates have religious/cultural/political differences? Yes No

If yes, does it affect your working relationship? Yes No

If yes, explain how: _____

36. Do you live in a house/property that your family owns? Yes No

37. Are the following available to you and your family:

- a. Light/Power Yes No
- b. Clean Water Yes No
- c. Telephone/Mobile phone Yes No
- d. Television/Cable Yes No
- e. Garbage collection by the LGU Yes No
- f. Health care by the Government Yes No
- g. Stove Yes No
- h. Microwave oven Yes No

38. Do you have a regular physical/medical/dental check-up? Yes No

39. Do you have a medical insurance/card? Yes No

If yes, who provides for it? _____

40. Do you attend church or religious gathering with your family? Yes No

41. Do you have any regular recreation activity by yourself? Yes No

With your family? Yes No

42. For mothers only: Does your job hinder your role as a mother? Yes No

43. For mothers only: Does your being a mother affect your work? Yes No

44. For mothers only: Does your being a working mother serve as a hindrance to advancement of your career? Yes No

If yes, in what way? _____

45. Do you have enough time to rest? Yes No

46. Do you manage your stress well? Yes No

If yes, how do you manage stress? _____

47. Do you undertake activities that will enhance your capabilities
or empower you as an individual? Yes No

If yes, please give examples of these activities.

48. Does your home environment provide you with opportunities to grow and reach your maximum
potential as a person? Yes No

How about your office environment? Yes No

If no, cite reason/s: _____

KNOWLEDGE ON GAD AND RELATED LAWS

49. Are you aware that there is an existing GAD Committee in BOC? Yes No
If yes, do you know its contact persons, their offices, and contact numbers? Yes No

50. Are you aware of the following laws:

a. RA 6725 : An Act Strengthening the Prohibition on Discrimination Against Women with
respect to terms and conditions of employment, amending for the purpose Article 135
of the Labor Code, as amended Yes No

b. RA 10354: An Act Providing for a National Policy on Responsible Parenthood and
Reproductive Health Yes No

c. RA 7192: Women in Development and Nation Building Act – An Act promoting
the integration of women as full and equal partners of men in development and
nation building and for other purposes Yes No

d. RA 7877: Anti-Sexual Harassment Act of 1995 – An act declaring sexual harassment
unlawful in the employment, education or training environment
and for other purposes. Yes No

e. RA 8972: Solo Parent's Welfare Act of 2000 - An act providing for benefits and privileges
to solo parents and their children, appropriating funds therefor and for other purposes.
 Yes No

f. RA No. 9710: An Act Providing for the Magna Carta of Women Yes No

g. RA No. 9262: Anti-Violence against Women and their Children Act of 2004 – An act defining violence against women and their children, providing for protective measures for victims, prescribing penalties therefor, and for other purposes Yes No

51. Are the above laws implemented in the BOC

If no, please give details

- a. RA 6725 Yes No _____
- b. RA 10354 Yes No _____
- c. RA 7192 Yes No _____
- d. RA 7877 Yes No _____
- e. RA 8972 Yes No _____
- f. RA 9710 Yes No _____
- g. RA 9262 Yes No _____

52. Do you feel there is a need for an Awareness Program to disseminate information of these laws? Yes No

53. Aside from the regular GAD Trainings undertaken by BOC, what other trainings do you still need?

- Responsible Parenthood and Reproductive Health Act of 2012
- Anti Violence against Women and their Children Act of 2004
- Disaster Preparedness and Risk Reduction Management
- Women Empowerment & Development Towards Gender Equality (WEDGE) by PWC
- Human Rights-Based Approach (HRBA) to Development Planning and Basic Human Rights by CHR
- Harmonized Gender and Development Guidelines (HGDG) by NEDA for Project Development , Implementation, Monitoring and Evaluation
- Others, pls. specify _____

SECURITY, JUSTICE AND PEACE

54. Are you aware of the Constitutional provisions on Security, Justice and Peace? Yes No

55. Have you experienced any of the following

- a. Physical harm? Yes No
- b. Threats of physical harm? Yes No

- c. Attempts of physical harm? Yes No
- d. Fear due to an imminent physical harm? Yes No
- e. Compulsion or attempts to compel to engage in conduct to which you and your child/children have the right to desist from? Yes No
- f. Deprivation or threats to deprive you of your child's custody or access to your child? Yes No
- g. Deprivation or threats to deprive you or your child/children of any financial support? Yes No
- h. Deprivation or threats to deprive you or your child/children of any legal right? Yes No
- i. Threats to inflict or inflicting of physical harm for purposes of controlling your actions or decisions? Yes No
- j. Causing or attempting to cause you and/or your child/children to engage in any sexual activity? Yes No
- k. Emotional distress? Yes No
- l. Psychological abuse through marital infidelity? Yes No
- m. Being stalked in public or private places? Yes No
- n. Being harassed? Yes No
- o. Verbal and Emotional abuse? Yes No
- p. Mental and emotional anguish? Yes No
- q. Public humiliation Yes No
- r. Sexual favors made as a condition in the hiring or in the employment, re-employment or continued employment, or in granting of favourable compensation, terms of conditions, promotions or privileges? Yes No
- s. Discrimination and intimidation in the work office due to a refusal to grant any sexual favour to a person with influence or moral ascendancy? Yes No
- t. Being subjected to malicious or sexual (green) jokes? Yes No
- u. Sexual advances by a co-worker/s? Yes No
56. Are you willing to discuss this/these experience/s with a guidance counsellor/expert?
 Yes No
57. Do you see the need for a crisis/counselling room manned by a guidance counsellor/ expert in your office? Yes No

58. Do you have Violence Against Women (VAW) desk or Crisis/Counselling at the BOC?

Yes No

59. Is legal assistance provided by your office? Yes No

60. Do you know you have a right to a 10-day paid leave if you are a victim of violence under RA 9262? Yes No

ENVIRONMENTAL CLIMATE CHANGE

61. Does your BOC have Programs/Activities/Projects (PAPs) related to:

- a. Environmental protection and sustainable development? Yes No
 b. Disaster reduction? Yes No

62. Do you personally know what to do during disasters? Yes No
 As a group, together with your: family members? Yes No
 Officemates? Yes No

63. Does your office or official station undertake disaster drills like:

- a. Fire drill? Yes No
 b. Earthquake drill Yes No

64. Do you have office personnel specially assigned and trained to act as marshals, first-aiders/paramedics, etc.? Yes No

65. Do you have the basic emergency equipment and necessities like flashlight, whistle, rope, water, food, medicines, matches, etc. prepared at home? Yes No
 At the office Yes No

GENDER RESPONSIVE GOVERNANCE

66. Do you have access to the resources of your office? (i.e. office supplies, etc.) Yes No
 If yes, do you have control over the use/utilization? Yes No

67. Are rank-and-file employees involved in the decision-making process of your Office?
 Yes No

68. At the workplace, are you consulted regarding:

- a. work assignments Yes No
 b. work area Yes No
 c. work equipment/facilities Yes No

69. Is your immediate superior considerate of your personal circumstance and respects your basic rights? Yes No

70. As a subordinate/peer, are you treated with respect and dignity as a person in your day to day dealings? Yes No

--- THANK YOU ---