



Republic of the Philippines
Department of Finance
PRIVATIZATION AND MANAGEMENT OFFICE

MEMORANDUM CIRCULAR NO. 2020-03

29 October 2020

SUBJECT : GENDER-INCLUSIVITY AND DIVERSITY IN THE WORKPLACE

I. Rationale

- **Republic Act No. 9710 (Magna Carta of Women)**- The State affirms women's rights as human rights and shall intensify its efforts to fulfill its duties under international and domestic law to recognize, respect, protect, fulfill, and promote all human rights and fundamental freedoms of women, especially marginalized women, in the economic, social, political, cultural, and other fields without distinction or discrimination on account of class, age, sex, gender, language, ethnicity, religion, ideology, disability, education, and status.

The State shall provide the necessary mechanisms to enforce women's rights and adopt and undertake all legal measures necessary to foster and promote the equal opportunity for women to participate in and contribute to the development of the political, economic, social, and cultural realms. The State, in ensuring the full integration of women's concerns in the mainstream of development, shall provide ample opportunities to enhance and develop their skills, acquire productive employment and contribute to their families and communities to the fullest of their capabilities.

- **Republic Act No. 10911 (Anti-Age Discrimination in Employment Act)**- The State promotes equal employment opportunities for everyone and in the basis of individual's abilities, knowledge, skills, and qualifications rather than the age.
- **Republic Act No. 9994 (Expanded Senior Citizen's Act of 2010)**- Senior citizens, who have the capacity and desire to work, or to be re-employed, shall be provided by the Department of Labor and Employment (DOLE), in coordination with other government agencies including local government units, with information and matching services to enable them to be productive members of society. Terms of employment shall conform to the provisions of the Labor Code, as amended, Civil Service Laws and other laws, rules and regulations.
- **Republic Act No. 8371 (Indigenous People's Rights Act)**- The State prohibits discrimination against Indigenous Cultural Communities or Indigenous Peoples with respect to recruitment and conditions of employment on account of their descent.
- **Republic Act No. 7277 (Magna Carta for Disabled Persons)**- The State affirms that no person with disability shall be denied access to opportunities for suitable employment. A qualified person with disability shall be subject to the same terms and conditions of employment and the same compensation, privileges, benefits, fringe benefits, incentives, and allowances.

II. Coverage

This Memorandum Circular shall cover all Offices and Divisions of the Privatization and Management Office (PMO).



III. Objective

1. To promote a gender-inclusive and diverse workplace;
2. To eliminate discrimination in the workplace relating to age, sex, gender, ethnicity, religion, ideology, disability, education, and status; and
3. To give both men and women access and opportunities to rights set by related laws.

IV. General Guidelines

The PMO shall promote gender-inclusivity and diversity in the workplace by:

1. Giving equal employment access and opportunity to both men and women, regardless of class, age, sex, gender, language, ethnicity, religion, ideology, disability, education, and status, in the engagement or hiring of plantilla personnel, consultant or technical expert, contract of service, job order, security personnel, caretaker, housekeeping and other outsourced personnel;
2. Undertaking measures to increase the participation and equitable representation of women in all levels of development planning and program implementation;
3. Eliminating discrimination of women in security-related and field operations;
4. Ensuring protection of both men and women from gender-based and other forms of violence in the workplace;
5. Providing access to benefits specialized for men, women, persons with disabilities, senior citizens, and indigenous people; and
6. Observing respect to customs, traditions, beliefs, values, and interests practiced by personnel.

V. Effectivity

This Memorandum Circular shall take effect immediately.



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