



Republic of the Philippines  
**UNIVERSITY OF NORTHERN PHILIPPINES**  
Tamag, Vigan City  
2700 Ilocos Sur

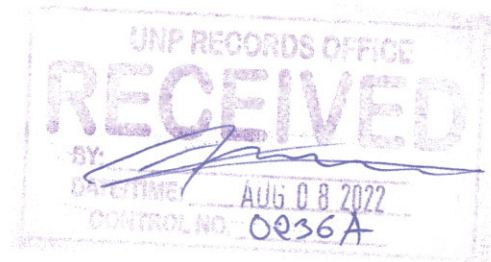
**OFFICE OF THE PRESIDENT**

**MEMORANDUM NO. 2022-237A**

**TO :** ACADEMIC DEANS  
DIRECTORS  
HEAD OF OFFICES

**FROM :** THE PRESIDENT

**SUBJECT :** GENERATION AND COLLECTION OF TIMELY AND  
ACCURATE SEX-DISAGGREGATED DATA AND GENDER-  
DISAGGREGATED DATA AND STATISTICS



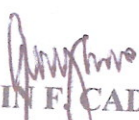
The collection and compilation of sex-disaggregated data and gender-disaggregated data is crucial in identifying, understanding, and negotiating the discrepancies in the value given to the different expectations assigned to men and women. Moreover, the collection and analysis of the said data are therefore essential to the tasks of closing gender disparities towards better gender mainstreaming in the University. This will also serve as a basis for the University in formulating gender-sensitive and gender-responsive planning, programming, and policy formulation.

Hence, you are hereby directed to sex- disaggregate significant data generated by your respective office accordingly. The generated data will be submitted to the University Management Information Office and Commission on Higher Education to form the University GAD Database. The basis of data to be generated is hereto attached as Annex "A": SDD/GDD form for Academic Units and Annex "B" for SDD/GDD Form for Employees for your reference.

This Memorandum is in pursuance to the United Nations 5th Sustainable Development Goal which is Gender and Development and to the University's mandate to implement the Magna Carta of Women (MCW) or Republic Act No. 9710 and CHED Memorandum Order No. 1 s, 2015, Part XIII on GAD Database, Section 3 on Sex-Disaggregated Data and GAD Database in Higher Education Institutions as well as in support to the UNP Development Goal no. 10 Gender and Development which is to mainstream gender and development in the major functions of the University.

For your strict compliance.

Vigan City, Ilocos Sur, 08 August 2022.

  
**ERWIN F. CADORNA, PhD**  
SUC President





5 Republic of the Philippines  
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**Center for Gender and Development**

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**Annex "A": Form for Sex-disaggregated Data (SDD) and Gender-disaggregated Data (GDD) of Academic Units**

College

**PROFILE OF THE COLLEGE**

**I. PROFILE OF THE FACULTY MEMBERS**

**A. Number of Faculty Members**

FACULTY MEMBERS		TOTAL
FEMALE	MALE	

**B. Number of Faculty Members in their Highest Educational Attainment**

DEGREE	FEMALE	MALE
BS/AB		
BS WITH MASTER'S UNITS		
MASTER'S		
MASTER'S WITH DOCTORATE UNITS		
Ed.D/Ph.D		
TOTAL		

**C. Number of Faculty Members with Scholarship Grants**

Scholarship Grants	FEMALE	MALE
TOTAL		

**D. Number of Faculty Members who are Officers and Members of Professional Organizations**

Professional Organizations	Officers		Members	
	FEMALE	MALE	FEMALE	MALE
TOTAL				

**E. Number of Faculty Members with Awards and Recognitions (Local, Regional, National and International)**



Awards and Recognitions	Local		Regional		National		International	
	Female	Male	Female	Male	Female	Male	Female	Male

F. Number of Faculty Members who attended Seminars/Trainings/Conferences/Forum

Category	FEMALE	MALE	Total
Local			
Regional			
National			
International			

G. Number of Faculty Members who are Boarders Inside and Outside the University

	FACULTY		TOTAL	STAFF		TOTAL
	FEMALE	MALE		FEMALE	MALE	
Outside Boarders						
Inside Boarders						

## II. PROFILE OF THE STUDENTS

A. Number of Students

YEAR LEVEL	FEMALE	MALE
1 <sup>st</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		

B. Number of Students who are members of the LGBT Group

Year Level	Lesbian	Gay	Bisexual	Transgender
1 <sup>st</sup> Year				
2 <sup>nd</sup> Year				
3 <sup>rd</sup> Year				
4 <sup>th</sup> Year				
5 <sup>th</sup> Year				

C. Number of Students with Scholarship Grants

Scholarship Grants	FEMALE	MALE
TOTAL		

D. Number of Student-Leaders in the Classroom, Accredited and Mandated Organizations

CLASSROOM OFFICERS		TOTAL	ACCREDITED ORG OFFICERS		TOTAL	MANDATED ORG. OFFICERS		TOTAL
FEMALE	MALE		FEMALE	MALE		FEMALE	MALE	

E. Number of Students with Awards and Recognitions (Local, Regional, National, International)

Awards and Recognitions	Local		Regional		National		International	
	Female	Male	Female	Male	Female	Male	Female	Male
Total								

F. Number of Students with Referrals at the Dean's/Guidance Office

Year Level	FEMALE	MALE
1 <sup>st</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		

G. Number of Students who are Boarders Inside and Outside the University

Year Level	Inside Boarders		Outside Boarders	
	Female	Male	Female	Male
1 <sup>st</sup> Year				
2 <sup>nd</sup> Year				
3 <sup>rd</sup> Year				
4 <sup>th</sup> Year				
5 <sup>th</sup> Year				
TOTAL				

H. Number of children of Overseas Filipino Workers (mother-away, father-away, both)

Year Level	Mother-away		Father-away		Both	
	Female	Male	Female	Male	Female	Male
1 <sup>st</sup> year						
2 <sup>nd</sup> Year						
3 <sup>rd</sup> Year						
4 <sup>th</sup> Year						
5 <sup>th</sup> Year						
TOTAL						

I. Number of Working Students

Year Level	FEMALE	MALE
1 <sup>ST</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		

J. Number of Married Students

Year Level	FEMALE	MALE
1 <sup>ST</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		

K. Number of Students with Children

Year Level	FEMALE	MALE
1 <sup>ST</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		

L. Number of Pregnant Students

Year Level	Pregnant Students
1 <sup>ST</sup> Year	
2 <sup>nd</sup> Year	
3 <sup>rd</sup> Year	
4 <sup>th</sup> Year	
5 <sup>th</sup> Year	
TOTAL	

M. Number of Students with Special Needs

Year Level	FEMALE	MALE
1 <sup>ST</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		

N. Number of Students who are Indigenous People

Year Level	FEMALE	MALE
1 <sup>ST</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
TOTAL		





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**Annex "B"**

**Sex- Disaggregated Data/ Gender Disaggregated Data Form for Employees**

Name: \_\_\_\_\_

Civil Status:

Age: \_\_\_\_\_

☐ Single

☐ Married

Religion: \_\_\_\_\_

☐ Widow

☐ Separated/ Annuled

☐ Solo Parent

Sex: ☐ Female ☐ Male

If married, no. of children under the following age group

Gender:

☐ 0 mos.- 5 yrs

☐ Man

☐ Gay

☐ 5.1- 10 yrs

☐ Woman

☐ Lesbian

☐ 10.1- 15 yrs

☐ Transgender

☐ Others

☐ 15 yrs and above

Residence:

Type of Residence

☐ within metro Vigan

☐ outside metro Vigan

☐ rented

Mode of transportation:

☐ owned

☐ private (4 wheels)

☐ private (2 wheels)

☐ public transport

Position: \_\_\_\_\_

Monthly Salary: \_\_\_\_\_

Work of Spouse: \_\_\_\_\_

Highest Educational Attainment:

☐ Doctorate Degree

☐ College Undergraduate

☐ Master's Degree w/ Doctorate Units

☐ Technical/ Vocational Graduate

☐ Master's Degree

☐ Secondary Graduate

☐ Bachelor's Degree w/ Master's Units

☐ Secondary Undergraduate

☐ Bachelor's Degree

☐ Elementary Graduate

Eligibility:

☐ First Level Eligibility (Sub- Prof)

☐ Second level Eligibility (Prof)

☐ Third Level Eligibility (Career Service)

Status of Appointment

Length of Service: \_\_\_\_\_

- ☐ Job- Order  
☐ Part-time  
☐ Contractual  
☐ Temporary  
☐ Permanent

No. of Trainings attended:

- ☐ Local      ☐ National  
☐ Regional      ☐ International

No. of GAD-related Trainings/seminars/fora attended

- ☐ Local      ☐ Regional      ☐ National      ☐ International

Please specify: \_\_\_\_\_ Pls. use separate sheet if necessary

No. of Membership in Organizations (2010- 2018):

Pls. Specify: Pls. use sparate sheet if necessary

- ☐ Local      ☐ Lifetime      ☐ Annual  
☐ National      ☐ Lifetime      ☐ Annual  
☐ International      ☐ Lifetime      ☐ Annual

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No. of Publications (Research, Literary Works, etc.)

- ☐ National      ☐ International  
☐ Regional      ☐ Local

No. of GAD Research conducted: \_\_\_\_\_

Awards and Recognitions Received: (Pls specify if local, regional, national, international)

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