



Republic of the Philippines
 NATIONAL POLICE COMMISSION
 NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
 OFFICE OF THE CHIEF, PNP
 Camp BGen Rafael T Crame, Quezon City

DPCR(FJGADD-01)-250122-0027

APR 15 2025

MEMORANDUM CIRCULAR

NO.: 2025-015

**ORGANIZATION AND OPERATIONALIZATION OF THE
 PHILIPPINE NATIONAL POLICE WOMEN'S SUPPORT NETWORK (PNP WSN)**

1. REFERENCES:

- a. 1987 Philippine Constitution under Article II Section 14, Declaration of a Principles and State Policies, which provides that, "The State recognizes the role of women in nation-building and shall ensure fundamental equality before the law of women and men";
- b. Republic Act (RA) No. 9710 entitled, "Magna Carta of Women of 2009";
- c. RA No. 8551 dated February 25, 1998 entitled, PNP Reform and Reorganization Act of 1998;
- d. RA No. 7192 dated February 12, 1992 entitled, "Women in Development and Nation Building Act" of 1992;
- e. UN Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) adopted by the United Nations in 1979 and took effect on September 3, 1981;
- f. National Action Plan for Women, Peace, and Security (NAPWPS) 2023-2033;
- g. NAPOLCOM Memorandum Circular (MC) No. 2003-004 dated January 10, 2003 entitled, "Guidelines in Establishing PNP GAD Mechanisms to Ensure that GAD Concerns of the PNP and its Clientele are Recognized and Addressed";
- h. PNP MC No. 2019-046 dated August 6, 2019 entitled, Police Community Affairs and Development Master Plan "TAGATAGUYOD"; and
- i. PNP MC No. 2004-02 dated June 7, 2024 entitled, "PNP Guidelines in the Implementation of GAD Program vis-à-vis Utilization of the GAD Funds representing 5% of the Agency Budget (2004)."

2. RATIONALE:

This MC prescribes the courses of action and guidelines to be undertaken by offices/units concerned of the PNP for the organization and operationalization of the Philippine National Police Women's Support Network (PNP WSN) and utilization of the portion of Gender and Development (GAD) Fund for such purpose.

3. SITUATION:

The PNP has been implementing various programs and services to promote gender equality and women's empowerment, following the principles of the UN CEDAW, the Magna Carta of Women (RA No. 9710), and other international and local laws and policies. Several policies have been formulated and implemented to ensure



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gender-responsive policing. However, upon review of these issuances and assessment of the GAD mainstreaming initiatives and consultations with partners and stakeholders of the PNP, it was ascertained that there are GAD programs that are not officially documented and institutionalized in the PNP.

Likewise, the PNP has been conducting the Biennial Women's Summit with Soroptimist International of Americas Philippine Regions (SIAPR) and participating in the annual women's conference-workshop conducted by the National Police Commission (NAPOLCOM) and consultative meetings with the UN Women and other stakeholders. Thus, it has long been recommended to establish a women's support network within the PNP organization due to the identified gender issues/challenges often encountered by PNP women such as balancing work and family, no support system/network, and limited representation and participation of women in leadership and decision-making positions.

Currently, there are **227,935** PNP personnel; **49,778** or **21.84%**, are women composed of uniformed and non-uniformed personnel. The PNP leadership recognizes the invaluable contributions and achievements of women in the organization however, it has been a challenge for women to climb the ladder in their careers and progress due to some mentioned challenges that hamper their development.

To address the gap, the Directorate for Police Community Relations (DPCR) formulated this PNP MC as a solid response to the call for action and reinforce the GAD mainstreaming efforts of the organization. The PNP WSN shall be comprised of women Police Commissioned Officers (PCOs), Police Non-Commissioned Officers (PNCOs), and Non-Uniformed Personnel (NUP) who are leaders, frontline personnel, and administrative support personnel whose roles contribute to the organization's key accomplishments.

With the success of women's groups and networks among global law enforcement organizations, the PNP WSN will also re-echo the battle cry to Lead, Empower, and Advocate in a diverse workforce through a dynamic representation of women, geared towards working together as a voice for gender-responsive policing, upholding human rights, and nation-building.

4. PURPOSE:

This MC provides and prescribes guidelines for the organization and operationalization of the PNP WSN nationwide to promote women's empowerment and gender equality guided by the following objectives:

- a. To provide support among women in policing for balanced leadership representation and participation;
- b. To facilitate a venue for professional development through consultation, counseling, and mentoring;
- c. To promote psycho-social and psycho-spiritual support for holistic well-being, work-family balance, and coping strategies of women in the PNP; and



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- d. To collaborate on various initiatives within the PNP, local and international partners, and stakeholders for the advancement of women.

5. DEFINITION OF TERMS:

For purposes of clarity and the intention of this MC, the following terms or words and phrases shall mean or be understood as follows:

- a. Gender and Development (GAD) – The Magna Carta of Women (RA No. 9710) defines the GAD as a development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination, and actualization of human potentials. It seeks to achieve gender equality as a fundamental value that should be reflected in development choices and contends that women are active agents of development, not just passive recipients of development.
- b. GAD Focal Point – serves as the prime mover, advocate, and catalyst for change in the agency towards gender mainstreaming.
- c. GAD Mainstreaming – the strategies and processes to integrate gender-responsive goals in the directions, policies, and services of the PNP. It also means the integration of gender concerns in the development agenda of the PNP to address gender inequalities.
- d. Gender Equality – is a state in which women and men enjoy the same status and conditions and have equal opportunity for realizing their potential to contribute to the political, economic, social, and cultural development of their countries. They should benefit equally from the results of development.
- e. PNP Women's Support Network – a support group or system composed of women in the PNP, that include PCOs, PNCOs, and NUP that provide encouragement, guidance, and advice.
- f. Women's Empowerment - the provision, availability, and accessibility of opportunities, services, and observance of human rights through a life-cycle and rights-based approach that enables women to actively participate and contribute to the political, economic, social, and cultural development of the nation as well as those that shall provide them access to ownership, management, and control of production and material and informational resources and benefits in the family, community, and society.

6. GUIDELINES:

a. General Guidelines:

- 1) The PNP WSN shall be organized and operationalized at the National Headquarters (NHQ), National Support Units (NSUs), Police



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Regional Offices (PROs), Police District Offices (Districts), Police Provincial Offices (PPOs), and City Police Offices/Municipal Police Stations (CPS/MPS) to serve as a support system and network to empower women in the organization. Below is the conceptual framework representing WSN:

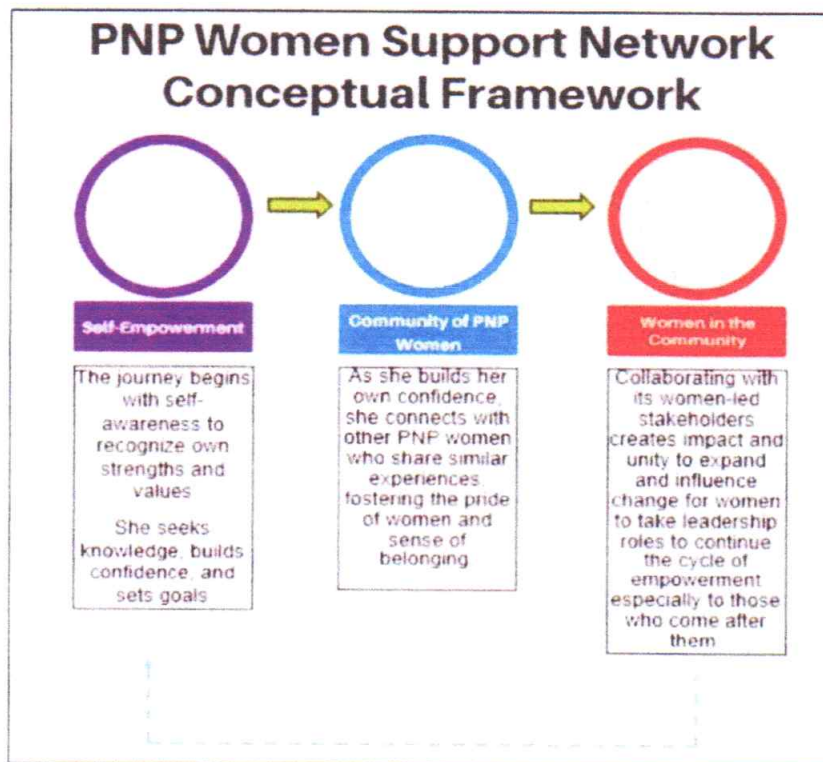


Figure 1

The PNP WSN conceptual framework resonates a woman's journey of "Culture of Empowerment" by sustaining the gains and not by isolating themselves with the issues alone. It is about making a difference for change and progress that starts with herself towards uplifting other women in her community. It is a network of sharing resources and advocating for a more inclusive and empowered women PNP and collective strength that leads to lasting change.

- 2) The PNP WSN shall take an active role in more significant progress to participate in training, exchange of best practices, and PNP-related work. It shall work within the framework of positive reinforcement in creating a safe space, supportive, and informative environment where women learn, share, and connect on concerns surrounding work and family challenges.
- 3) To strengthen the PNP WSN, it shall seek partnership with the Philippine Commission on Women (PCW) and NAPOLCOM to act as advisers and consultants, likewise, collaborate with other women support advocacy organizations such as but not limited to Soroptimist International of America Philippine Regions (SIAPR), PNP OLC Foundation, Inc.



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(PNP OLCFI) and other stakeholders to generate support for the gender-based projects and activities for women in the PNP.

- 4) In the areas of support, it shall include leaders/mentors in the following initial focus areas:
 - a) Investigation;
 - b) Intelligence;
 - c) Operations;
 - d) Police Community Relations;
 - e) Recruitment, Placement, and Promotion;
 - f) Morale and Welfare;
 - g) Training and Development;
 - h) Mental and Health Well-being;
 - i) Family Enrichment and Spiritual Enhancement;
 - j) Legal Support and Services;
 - k) Cyber Security and Safety; and
 - l) Stakeholders Partnership/Collaboration.

- 5) The PNP WSN Project Team shall be formed to serve as the core group and coordinating body for all PNP WSN-related programs, activities, and initiatives. It shall be headed by a Team Leader (TL) and Assistant Team Leader (ATL) who are 3rd Level Officers and members of the PNP WSN coming from the following PNP offices/units.
 - a) Directorate for Police Community Relations (DPCR);
 - b) Directorate for Investigation and Detective Management (DIDM);
 - c) Directorate for Intelligence (DI);
 - d) Directorate for Operations (DO);
 - e) Directorate for Personnel and Records Management (DPRM);
 - f) Directorate for Plans (DPL);
 - g) Directorate for Human Resource and Doctrine Development (DHRDD);



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- h) Directorate for Comptrollership (DC);
 - i) Health Service (HS);
 - j) Legal Service (LS);
 - k) Chaplain Service (CHS);
 - l) Anti-Cybercrime Group (ACG);
 - m) Police Community Affairs and Development Group (PCADG);
 - n) Women and Children Protection Center (WCPC);
 - o) Office of the Chief Executive Senior Police Officer (OCESPO); and
 - p) Non-Uniformed Personnel Affairs Division (NUPAD).
- 6) The TL and ATL of the PNP WSN at the NHQ, NSUs, and PROs shall hold the rank of PCOL and above; at the Districts/PPOs/CPOs, shall hold the rank of at least PLTCOL and above; while at the CPS/MPS, shall hold the rank of PLT and above. Other members of the PNP WSN Project Team shall be a composite of Senior Female PCOs, PNCOs, and NUP to promote inclusivity.
 - 7) The designation of the TL and ATL must be done through the election of the members of the PNP WSN Project Team. They shall hold office for two years and until their successors shall have been selected and qualified.
 - 8) The NHQ PNP WSN Project Team shall take its Oath of Office before the Chairperson, PNP GAD Focal Point System (FPS) Executive Committee while Oath of Office of PRO/District/PPO/CPO/CPS/MPS PNP WSN Project Teams shall be administered by their respective Heads of Offices/Unit Commanders.
 - 9) The designation of TL, ATL, and Members of the PNP WSN Project Team may be terminated upon the occurrence of any of the grounds for termination, such as voluntary termination due to reassignment or retirement from the service; continued neglect of duty or incompetence, unprofessional, immoral or dishonorable conduct; and misrepresentation.
 - 10) Designated Secretariat of NHQ/NSU/PRO/District/PPO/CPO/CPS/MPS PNP WSN Project Teams shall coordinate with PNP offices/units concerned for the proper replacement of the members of the PNP WSN Project Team, should the need arise, to ensure compliance with its required composition.



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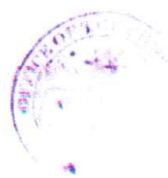
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11) Roles and Responsibilities of the PNP WSN Project Team:

- a) The PNP WSN Project TL shall provide direction and policy advice to the CPNP through the Chairperson, GAD FPS Executive Committee to support and strengthen the PNP WSN and its women's empowerment and gender-related programs, projects, and activities.
- b) The PNP WSN ATL shall assist the TL in the execution of the functions of the PNP WSN Project Team and shall act as the PNP WSN Project TL in the absence of the incumbent.
- c) Functions of the PNP Women's Support Network Project Team
 - (c.1) Serve as the Core Group and coordinating body for all PNP WSN-related programs, activities, and initiatives;
 - (c.2) Provide support to the PNP GAD FPS in the formulation of new policies to advance women's status and ensure that women's concerns shall be integrated into the plans and project development process of all PNP offices/units;
 - (c.3) Collaborate with the PCW, NAPOLCOM, other women support advocacy organizations such as but not limited to Soroptimist International of America Philippine Regions (SIAPR), PNP OLC Foundation, Inc. (PNP OLCFI) and other stakeholders to generate support for the gender-based projects and activities for women in the PNP;
 - (c.4) Assist in the capacity development and provide technical assistance to PNP offices/units as needed;
 - (c.5) Assist PNP women personnel complainants who are victims of sexual harassment in filing cases in PNP Committee on Decorum and Investigation;
 - (c.6) Assist in the conduct of advocacy activities and the development of IEC materials to ensure critical support of PNP Leadership and stakeholders to the activities of PNP WSN; and
 - (c.7) Assist the DPCR in the monitoring and evaluation of the implementation of this MC, and provide updates and recommendations on the progress of the PNP WSN to the GAD FPS Executive Committee and Technical Working Group (TWG) based on the feedback and reports of the PNP offices/units concerned.

b. Specific Guidelines:

- 1) The DPCR shall lay the groundwork to develop the PNP WSN and shall supervise its organization and operationalization through the



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Family Juvenile Gender and Development Division (FJGADD) as the Head Secretariat in collaboration with the PNP WSN Project Team and PNP offices/units concerned;

- 2) PROs/PPOs/Districts/CPOs/CPS/MPS shall establish their respective PNP WSN Project Teams, dubbed as the PNP WSN Regional Chapter, District Chapter, Provincial Chapter, and City Police Office Chapter, City/Municipal Police Station Chapter with a composition similar to that of the National PNP WSN. These teams will be supervised by their RCADDs, DCADDs, and PCADUs through their FJGAD Sections as Secretariat;
- 3) Other PNP offices/units such as IAS, D-Staff, NSUs, and P-Staff shall organize their own PNP WSN Project Teams in respective offices/units with the most senior members as TLs and ATLS and female members from respective Divisions with their GAD Focal Persons as the Secretariat;
- 4) A quarterly meeting of the PNP WSN Project Teams at the NHQ/PROs/Districts/PPOs/CPOs/CPS/MPS Levels shall be scheduled to monitor and evaluate the implementation of this MC, and the progress of the PNP WSN;
- 5) The FJGADD, DPCR as Head Secretariat, shall create and establish a dedicated Viber Group for PNP WSN members nationwide for easy and fast communication, dissemination, and network;
- 6) The organization and operationalization of the PNP WSN shall be considered and included in the Annual GAD Plans and Budget and GAD Accomplishment Reports (ARs); and
- 7) The DPCR as the OPR of this MC shall ensure compliance of the PNP offices/units concerned.

c. Responsibilities:

- 1) **DPCR**
 - a) OPR in the implementation of this MC;
 - b) Designate Ex-O, DPCR/Chairperson of PNP GAD FPS TWG as Overall Supervisor in the implementation of this MC;
 - c) Designate Chief, FJGADD as the Head Secretariat of the PNP WSN;
 - d) Initiate relevant training/seminars and other programs and activities for the advancement of PNP women;



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- e) Conduct quarterly meetings among the PNP WSN Project Team and make necessary evaluation of the program;
 - f) Facilitate a Monthly Online Forum for awareness, dissemination, and advocacy focusing on areas of support of the PNP WSN;
 - g) Monitor and evaluate the implementation of this MC; and
 - h) Perform other tasks as directed.
- 2) **DIDM**
- a) Designate Chief, WCPC as Senior Adviser of the PNP WSN;
 - b) Designate a Senior Female Focal Person as a member of the PNP WSN Project Team;
 - c) Initiate relevant training/seminars and other programs and activities for the advancement of PNP women;
 - d) Provide support to the OPR in the organization and operationalization of the PNP WSN; and
 - e) Perform other tasks as directed.
- 3) **DI, DO, DPRM, DPL, DHRDD**
- a) Designate a Senior Female Focal Person as a member of the PNP WSN Project Team;
 - b) Initiate relevant training/seminars and other programs and activities for the advancement of PNP women;
 - c) Provide support to the OPR in the organization and operationalization of the PNP WSN; and
 - d) Perform other tasks as directed.
- 4) **DC**
- a) Provide funds necessary for the implementation of this MC; and
 - b) Perform other tasks as directed.
- 5) **HS, CHS, LS, ACG**
- a) Designate a Female Focal Person as a member of the PNP WSN Project Team;
 - b) Initiate relevant training/seminars and other programs and activities for the advancement of PNP women;



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- c) Provide support to the OPR in the organization and operationalization of the PNP WSN; and
- d) Perform other tasks as directed.

6) **PCADG**

- a) Designate a Female Focal Person as a member of the PNP WSN Project Team;
- b) Initiate relevant training/seminars and other programs and activities for the advancement of PNP women;
- c) Collaborate with PNP-accredited NGOs and other stakeholders to generate support for gender-based projects and activities for women in the PNP;
- d) Provide support to the OPR in the organization and operationalization of the PNP WSN; and
- e) Perform other tasks as directed.

7) **Other PNP Offices (PNP Command Group, IAS, D-Staff, NSUs and P-Staff)**

- a) Provide necessary support for the implementation of this MC;
- b) Designate a Female Focal Person for the PNP WSN;
- c) Organize their own PNP WSN Project Teams in respective offices/units with the most senior members as TLs and ATLS and female members from respective Divisions with their GAD Focal Person as Secretariat; and
- d) Perform other tasks as directed.

8) **OCESPO**

- a) Designate a Female Focal Person as a member of the PNP WSN Project Team;
- b) Provide support to OPR in the organization and operationalization of the PNP WSN;
- c) Support the implementation of this MC and encourage all RESPOs of PROs and GESPOs of NSUs to actively participate in the PNP WSN in their respective AORs; and
- d) Perform other tasks as directed.



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- 9) **NUPAD**
 - a) Designate a Female Focal Person as a member of the PNP WSN Project Team;
 - b) Support the implementation of this MC and encourage all NUP nationwide to actively participate in the PNP WSN in their respective AORs; and
 - c) Perform other tasks as directed.
- 10) **PROs**
 - a) Organize and operationalize the PROs/Districts/PPOs/CPOs/ CPS/MPS PNP WSN Project Teams with members similar to the composition of the National PNP WSN to serve as the support system and network of PNP women in respective AORs;
 - b) Designate RCADD/DCADDs/PCADUs through their FJGAD Sections as Secretariat of the PNP WSN;
 - c) Initiate relevant training/seminars and other programs and activities for the advancement of PNP women;
 - d) Support programs and activities of the PNP WSN chargeable against GAD Fund; and
 - e) Perform other tasks as directed.

7. MONITORING AND EVALUATION:

The PNP GADFPS shall establish a system of monitoring and evaluation on the compliance of PNP offices/units with this MC. Consistent with the GAA, the GAD Focal Point shall include reports on the PNP WSN in the submission of the periodic GAD ARs of the PNP to the higher offices including the DILG, DBM, PCW, and NAPOLCOM.

8. EFFECTIVITY:

This MC shall take effect 15 days after the filing of a copy thereof at the UP Law Center in consonance with Section 3, Chapter 2, Book VII of Executive Order (EO) 292, otherwise known as the "Revised Administrative Code of 1987," as amended.



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 Police General
 Chief, PNP



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