



INTER-OFFICE MEMORANDUM

To : Engr. Carlos N. Santos Jr.
General Manager

From : SMWD GAD Focal Point System (GFPS)

Date : February 27, 2024

Subject: 2024 National Women's Month Celebration (NWMC)

In observance to the Philippine Commission on Women (PCW) Memorandum Circular No. 2024-02 dated February 02, 2024, we would like to suggest to conduct the following activities:

1. Hanging of 11ft. width and 4ft. height 2024 NWMC streamer in SMWD Compound and uploading in SMWD website and other social media account.
2. Join in the "Purple Fridays"
Wear anything purple on all the Fridays of March starting March 08, 2024 to symbolize solidarity with women's empowerment and gender equality.
3. Musika ng Kababaihan Fridays (#MNKFridays)
Playing of MusikJuana songs and other women's songs within SMWD building every Friday of March.
4. Encouraging employees and the official participants of Biggest Looser to join in Zumba Activity on March 8, 15, 22, and 26, 2024.
5. Distribution of WASH kits with 2024 NWMC Sticker as giveaways for SMWD employees.
6. Placing of 2024 NWMC Photo Wall at the Ground Floor of SMWD building and using of 2024 NWMC Advocacy Profile Photo for social media accounts.
7. Dissemination of VAWC flyers to our concessionaires that will be visiting SMWD Office on March 2024.
8. Placing of Commercial Booth Fairs, such as cosmetic products and wellness treatment, at the front area of SMWD building on March 22, 2024.
9. Playing of VAWC audio-visual presentation at tv screen/digital directory of SMWD building including the concessionaire's area.
10. Support and participate to other PCW's online advocacy and/or activities and join the online thread using the official hashtag #WEcanbeEquALL.

By conducting the said activities, we will help in promoting public awareness on women's issues and recognizes the vital role of women in society. As such, expenses will be charged to the GAD Budget and will be reflected in the 2024 GAD Accomplishment report.

Thank you.



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Very truly yours,

SMWD-GFPS

Noted by:

Jovita I. Dalmacio
Department Manager B