



# CAPWIP

CENTER FOR ASIA-PACIFIC WOMEN IN POLITICS

## *The 8<sup>th</sup> Training on Making Governance Gender Responsive*

*(The 8th training to be held in the last three years)*

for local governments (city/municipality)  
and the government bureaucracy  
political parties, training institutes,  
human rights and other civil society organizations

**Training Venue:** CAPWIP Institute for Gender, Governance & Leadership  
(CIGGL), Philippines

*Training Schedule:*  
**12-19 November 2007**

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**CAPWIP Institute for Gender, Governance & Leadership (CIGGL)  
Hostelling International Manila**

4227-4229 Tomas Claudio Street Baclaran, Parañaque City, Metro Manila, Philippines  
(632) 8516934 Tele Fax :(632) 8522112; Mobile phone: +63918 940 3711

E-mail: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com)

Web: [www.capwip.org](http://www.capwip.org); [www.onlinewomeninpolitics.org](http://www.onlinewomeninpolitics.org)

You can also download this information sheet at our website:

<http://www.capwip.org/training/mggr.htm>

## *the Training*

**Making Governance Gender Responsive (MGGR)** is a generic course that can be adapted and modified to suit the needs of the different countries in Asia-Pacific. Specifically the participants are expected to:

- Enhance their understanding of Gender and Development (GAD) and governance concepts.
- Gain appreciation of gender-related and governance issues and concerns.
- Identify gender biases in governance
- Acquire skills in identifying and analyzing gender biases and concerns through case examples of strategies and practices to address gender biases.
- Identify gender biases in the participant's sphere of influence - A Change Management Approach
- Formulate Action Plans: Institutional and Individual.

The initial MGGR Training module was developed by CAPWIP with the funding support of the United Nations Development Programme (UNDP) through its Asia-Pacific Gender Equality Network (APGEN) and the Regional Governance Programme for Asia and the Pacific (UNDP-PARAGON).

This is the eight (8<sup>th</sup>) time that the course is being offered by CAPWIP, having successfully conducted seven (7) previous trainings held in February, June and October 2004, in January and October 2005 and February and June 2007.

## *the Content*

Content-wise, the course starts with the conceptual definition of gender and governance. The training module will also have inputs on key aspects of governance (domains and exercise of authority) as well as the attributes of gender-responsive governance. The course also introduces the tools for identifying and analyzing the gender biases in governance.

## *the Input*

A facilitator/resource person will accompany the participants throughout the training to ensure that the theories are discussed as well as their practical applications with the various agencies practicing gender mainstreaming programs in their respective agencies.

To name a few of these government agencies, we have:

- Various Line Agencies of the Government e.g. Department of Environment and Natural Resources (DENR), and Department of Interior and Local Government (DILG)
- Local Governments e.g. Quezon City and Naga City.

- Various Academic Institutions e.g. University of the Philippines, College of Agriculture.
- International Institutions e.g. International Rice Research Institute (IRRI)

Resource persons of other government agencies and institutions actively practicing gender mainstreaming programs will also be invited to share their experiences through the presentation of case studies, and will dialogue with the participants.

### *It is participatory!*

To ensure that opportunities for maximum learning take place, the training will offer a combination of experiential, reflective, participative and deductive approaches congruent with adult learning principles and conditions. Thus, aside from lectures, MGGR will have workshops, structured learning exercises, case presentations, individual reflections and panel discussions to stimulate active exchange of views and sharing of experiences among the participants, the resource persons and the trainers.

More than the inputs of the resource persons and trainers, the success of this training is dependent on the quality of discussion among the participants. Hence the participants are encouraged to participate and share their ideas!

### *about the Organizer*

The CENTER FOR ASIA-PACIFIC WOMEN IN POLITICS (CAPWIP) is a non-partisan, non-profit and non-governmental regional organization dedicated to promoting equal participation of women in politics, governance and decision-making. CAPWIP was established in 1992 by a group of women from the Asia-Pacific region who have defined their paradigm for change as:

Politics that is both **TRANSFORMED** and **TRANSFORMATIONAL**.

#### **TRANSFORMED** because...

it uses power to create change, to develop people,  
and to build communities;

it is non-hierarchical and participatory in its  
structures and processes; and

it accords priority to the disadvantaged sectors,  
such as the poor grassroots women in rural and  
urban areas and indigenous women;

**TRANSFORMATIONAL** because...

**it is development-oriented, issue-based,  
and gender-responsive;**

**it seeks economic, social, and political equity between sexes  
and among sectors; and**

**it builds a society that is just and humane and  
a way of life that is sustainable.**

**The women of Asia-Pacific region will  
create a system of politics that is holistic,  
integrated, and life enhancing in its perspective.**

**CAPWIP operates through a network of affiliates from Central Asia, East Asia, Pacific, South Asia and Southeast Asia. These sub-regional coordinating focal points and national affiliates are autonomous organizations actively involved in women's political empowerment in their respective countries.**

**CAPWIP supports its network through technical assistance in organizational and program planning, training, research and information sharing, advocacy and networking. CAPWIP receives administrative and program support through voluntary contributions from its board members and grants from bilateral and multilateral aid agencies such as the Asian Development Bank (ADB), United Nations Development Programme (UNDP), United Nations Development Fund for Women (UNIFEM), and United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP).**

**CAPWIP's programs on training include developing modules and training programs for women's leadership and responsible citizenship based on the framework of transformative leadership and conducts trainer's training for women's political empowerment, transformative leadership and gender-responsive governance.**

**CAPWIP aims to provide trainings to women and men involved in:**

- Electoral politics (in all levels: national, provincial, city/municipality)**
- The bureaucracy (in all levels: national, provincial, city/municipality)**
- Political parties (officials and members)**
- Training institutes (government, private sectors and non-government)**
- The development of governance policies, programs and projects**
- Working with NGOs, civil society groups interested in gender, governance and leadership; or**
- Women and men who are simply interested in the question of gender, governance and leadership**

## Training Details

- Cost Per participant for **Single Room Accommodation:**

**One thousand nine hundred fifty US Dollars (US\$1,950)**

- Cost Per participant for **Twin Sharing Accommodation:**

**One thousand six hundred fifty US Dollars (US\$1,650)**

**These fees are inclusive of:**

- Training fees
- Transfer in and out of the CAPWIP Training Institute
- Accommodations at the CAPWIP Training Institute
- All training materials
- All meals during the training
- Guided City Tour & Shopping Tours during the free day
- Accommodations for one night before & after the training(November 11 and November 20)

**Scholarships are not available**

**Accommodations beyond the training period can be arranged (to be paid by the participants) upon request.**

*This fee, which **does not include** airfare and airport terminal fees, is **non-refundable** and must be **paid in advance** as soon as the reservation to the Training is confirmed. Conference fee payments should be sent/remitted to:*

**Account Name:** Center for Asia-Pacific Women in Politics or CAPWIP  
**Account Number:** 7102-710000-861  
**Account Type:** Dollar Savings Account  
**Bank's Name:** Metrobank Paseo de Magallanes Branch  
**Bank's Address:** Paseo de Magallanes, Magallanes Village, Makati City  
Philippines  
**Swift Code:** MBTCPHMMXXXX

**Please send us complete details of the remittance as soon as funds have been remitted. Kindly bring a copy of these remittance documents to the training.**

**All participants must confirm their attendance two weeks before the training schedule. However, all accommodation types are available on a first-come first-served basis. Please send all registration forms (see page 8) to:**

**The Training Secretariat**

**T- (632) 851 69 34**

**F- (632) 852-2112**

**email- [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com)**

## *Training Schedule:*

**12-19 November 2007**

Training is scheduled on November 12-19, 2007. Participants are *required to arrive one day before (November 11, 2007) the start of the training and leave the day after the last training day (November 20, 2007)*. The fees already include the expenses for the November 11 and November 20 2007 stay. There will be guided City tour and shopping during the training's free day. Group transportation with tour guide will be provided by CAPWIP.

## *Target Participants:*

The participants will be women and men that will be selected from the following sectors:

- *In electoral politics (all levels: national, provincial, city/municipality)*
- *In the bureaucracy (all levels: national, provincial, city/municipality)*
- *In political parties (officials and members)*
- *In training institutes (government, private sectors and non-government)*
- *In the development of governance policies, programs and projects*
- *In working with NGOs, civil society groups interested in gender, governance and leadership*
- *In women and men who are simply interested in the question of gender, governance and leadership*

The policy of first come first serve will be applied in selecting the participants from among the applicants. Therefore, it is best that registration is made at the earliest possible time.

## *Medium of Instruction:*

English is the medium of Instruction. No translation will be available.

## *Training Venue:*

**CAPWIP Institute for Gender, Governance & Leadership (CIGGL)  
Hostelling International Manila (HI Manila)**

4227-4229 Tomas Claudio Street Baclaran, Parañaque City, Metro Manila, Philippines  
(632) 8516934; Tele Fax: (632) 8522112; Mobile +639189403711

E-mail: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com); [capwip@capwip.org](mailto:capwip@capwip.org)

The official home of CAPWIP is the **Hostelling International Manila (HI Manila)** located three (3) kilometers away from the Ninoy Aquino International Airport (NAIA) at 4227 Tomas Claudio St., Baclaran, Paranaque City. E-mail: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com); [capwip@capwip.org](mailto:capwip@capwip.org); Web: [www.capwip.org](http://www.capwip.org) [www.onlinewomeninpolitics.org](http://www.onlinewomeninpolitics.org)

**HI Manila** is located in a 1,500 square meter, sprawling home-like building made of wood, nestled in a garden of trees conveniently located in the heart of Metro Manila. Its accommodations are modest, clean, friendly, safe, and comfortable. The rooms are fully equipped with air-conditioning; private toilet and bath with hot and cold showers; and cable TV.

## *Accommodations*

*The participants' accommodation will be booked at the venue of the training, the*  
**CAPWIP Institute for Gender, Governance & Leadership (CIGGL)**

4229 Tomas Claudio Street Baclaran, Parañaque City, Philippines

Tel (632) 8522112, 8516934, Tele Fax :(632) 8522112; Mobile +639189403711

Email: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com); [capwip@capwip.org](mailto:capwip@capwip.org);

Web: [www.capwip.org](http://www.capwip.org) [www.onlinewomeninpolitics.org](http://www.onlinewomeninpolitics.org)

## *Registration*

**Please fill up pages 8 to 10 of this document and kindly send it back to us together with the following documents:**

- Latest Curriculum Vitae or Bio Data
- Latest Photo (2x2)
- One (1) page narrative describing your reason/s for participation

**The Center for Asia Pacific Women in Politics (CAPWIP),  
CAPWIP Institute for Gender, Governance & Leadership (CIGGL),**

4229 Tomas Claudio Street Baclaran, Parañaque City, Philippines

Tel (632) 8516934; Tele Fax (632) 8522112; Mobile +639189403711

E-mail: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com)

Web: [www.capwip.org](http://www.capwip.org) [www.onlinewomeninpolitics.org](http://www.onlinewomeninpolitics.org)

## *Information about the Philippines*

*Please see page 11 of this document.*

## *Information regarding Visa to the Philippines*

*Please see page 12-13 of this document.*

## Registration

### Training on Making Governance Gender Responsive

Training Venue: CAPWIP Institute for Gender, Governance & Leadership (CIGGL) Parañaque City, Metro Manila, Philippines

Training Schedule: 24-30 June 2007

#### **CAPWIP Institute for Gender, Governance & Leadership (CIGGL)**

4229 Tomas Claudio Street Baclaran, Parañaque City, Philippines

Tel (632) 8516934; Tele Fax (632) 8522112; Mobile +639189403711

E-mail: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com)

Web: [www.capwip.org](http://www.capwip.org) [www.onlinewomeninpolitics.org](http://www.onlinewomeninpolitics.org)

name \_\_\_\_\_ sex ( ) female ( ) male

designation \_\_\_\_\_ organization \_\_\_\_\_

educational background \_\_\_\_\_

address \_\_\_\_\_

tel no. \_\_\_\_\_ fax no. \_\_\_\_\_ e-mail address \_\_\_\_\_

website \_\_\_\_\_

who is funding your participation? \_\_\_\_\_ how did you come to know about this course? \_\_\_\_\_

Trainings attended related to gender and governance:

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What do you expect to learn or achieve from this training?

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## registration fees

- *Cost Per participant for **Single Room Accommodation**:*

**One thousand nine hundred fifty US Dollars (US\$1,950)**

- *Cost Per participant for **Twin Sharing Accommodation**:*

**One thousand six hundred fifty US Dollars (US\$1,650)**

These fees are inclusive of:

- **Training Fees**
- **Transfer in and out of the CAPWIP Institute for Gender, Governance & Leadership (CIGGL)**
- **Accommodations at the CAPWIP Institute for Gender, Governance & Leadership (CIGGL)**
- **All training materials**
- **All meals during the training**
- **Guided City Tour & Shopping Tours during the free day**
- **Accommodations for one night before and after the training (November 11 and November 20, 2007).**

The above fees *do not include* **airfare and airport terminal fees**. They are *non-refundable* and must be *paid in advance* as soon as the reservation to the Training is confirmed.

## Training Venue:

### **CAPWIP Institute for Gender, Governance & Leadership (CIGGL) Hostelling International Manila**

4227-4229 Tomas Claudio Street Baclaran, Parañaque City, Metro Manila, Philippines  
(632) 8516934; Tele Fax:(632) 8522112; Mobile +639189403711

E-mail: [trainings@capwip.org](mailto:trainings@capwip.org); [capwip.trainings@gmail.com](mailto:capwip.trainings@gmail.com)

Web: [www.capwip.org](http://www.capwip.org) [www.onlinewomeninpolitics.org](http://www.onlinewomeninpolitics.org)

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## Accommodations

Please check accommodations needed:

- ☐ **Single Room accommodations (US \$1,950 per person)**
- ☐ **Twin Sharing accommodations (US \$1,650 per person)**

## Flight details and Information:

*Please specify expected dates of arrival and departure from the Philippines (if available)*

Arrival: (date) \_\_\_\_\_ (time) \_\_\_\_\_ (airline & flight details) \_\_\_\_\_  
Departure: (date) \_\_\_\_\_ (time) \_\_\_\_\_ (airline & Flt details) \_\_\_\_\_

## Special Diet

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***Special dietary request:***

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***Conference fees & additional accommodations' payments (if any) should be sent/remitted to:***

Account Name: Center for Asia-Pacific Women in Politics or CAPWIP  
Account Number: 7102-710000-861  
Account Type: Dollar Savings Account  
Bank's Name: Metrobank Paseo de Magallanes Branch  
Bank's Address: Paseo de Magallanes, Magallanes Village, Makati City  
Philippines  
Swift Code: MBTCPHMMXXXX

**Please send CAPWIP details of your remittance as soon as remittance is made, and please bring this copy of the remittance documents to the training. This will have to be paid in advance as soon as confirmation of participation to the training has been confirmed. Final participation is only deemed confirmed when a proof of payment has been made.**

## about the PHILIPPINES

*The Philippines is the third largest English speaking country in the world. It has a rich history combining Asian, European, and American influences. Prior to Spanish colonization in 1521, the Filipinos had a rich culture and were trading with the Chinese and the Japanese. Spain's colonization brought about the construction of Intramuros in 1571, a "Walled City" comprised of European buildings and churches, replicated in different parts of the archipelago. In 1898, after 350 years and 300 rebellions, the Filipinos, with leaders like Jose Rizal and Emilio Aguinaldo, succeeded in winning their independence.*

*In 1898, the Philippines became the first and only colony of the United States. Following the Philippine-American War, the United States brought widespread education to the islands. Filipinos fought alongside Americans during World War II, particularly at the famous battle of Bataan and Corregidor which delayed Japanese advance and saved Australia. They then waged a guerilla war against the Japanese from 1941 to 1945. The Philippines regained its independence in 1946.*

*Filipinos are a freedom-loving people, having waged two peaceful, bloodless revolutions against what were perceived as corrupt regimes. The Philippines is a vibrant democracy, as evidenced by 12 English national newspapers, 7 national television stations, hundreds of cable TV stations, and 2,000 radio stations.*

*Filipinos are a fun-loving people. Throughout the islands, there are fiestas celebrated everyday and foreign guests are always welcome to their homes.*

**Climate:** March to May is hot and dry. June to October is rainy, November to February is cool. Average temperatures: 78°F / 25°C to 90°F / 32°C; humidity is 77%.

**Currency:** The Philippines' monetary unit is the peso, divided into 100 centavos. Foreign currency may be exchanged at any hotel, most large department stores, banks, and authorized money changing shops accredited by the Central Bank of the Philippines. International credit cards such as Visa, Diners Club, Bank of America Card, Master Card, and American Express are accepted in major establishments.

**Language:** The Philippines is the world's third-largest English-speaking country next to the United States and the United Kingdom. There are over 100 regional dialects. The national language is Filipino.

**Foods:** Any food preference and dietary restrictions should be advised in advance so that adjustments can be made accordingly.

**Visa requirements:** For most foreign visitors, visas are not needed for stays of less than 21 days. Three-month visa can be obtained in advance and cost around US\$35. Multiple-entry (lasting six to 12 months) visas are also available but are expensive and only allow for stays of 59 days at a time. Visa extensions are possible and generally faster to obtain in regional areas.

**How to get to the training site:** Participants will be billeted at the **CAPWIP Training Institute**, which is also the training's venue. There will be representatives who will assist and bring the participants to the venue upon their arrival at the Ninoy Aquino International Airport (NAIA). CAPWIP will also provide transfer from the venue to the airport.

**Basic tourist info:** Information and tour brochures are available upon request. You can also browse the internet for more information on the Philippines: <http://www.wowphilippines.com.ph>

**Reconfirmation of return flights:** The **CAPWIP Secretariat** will assist the participants in the reconfirmation of their return flights.

## VISA Information

*The Philippine government allows nationals from certain countries to enter the country without visas for a stay not exceeding 21 days, provided they hold valid ticket for their return journey to port of origin or next port of destination. The Philippine Foreign Affairs Department also requires that passports are valid for a period of not less than six (6) months beyond the contemplated period of stay. But Immigration Officers at ports of entry may exercise their discretion to admit holders of passports valid for at least sixty (60) days beyond the intended period of stay.*

Nationals from the following countries, however, **must secure** entry visas to the Philippines:

- Afghanistan
- Albania
- Algeria
- Armenia
- Azerbaijan
- Bangladesh
- Belarus
- Belize
- Bosnia-Herzegovina
- China, Peoples Republic of (PROC)
- Croatia - *Regular passport holders only; diplomatic and official passport holders do not need entry visas.*
- Cuba - *Regular passport holders only; diplomatic and official passport holders do not need entry visas.*
- East Timor\*
- Egypt \*
- Estonia
- Former Yugoslav Republic of Macedonia (FYROM)
- Georgia
- India\*
- Iran\*
- Iraq\*
- Jordan\*
- Kazakhstan
- Kyrgyzstan
- Latvia
- Lebanon\*
- Libya\*
- Lithuania
- Moldova
- Nauru
- Nigeria\*
- North Korea (Democratic People's Republic of Korea)\*
- Pakistan\*
- Palestine\*
- Russian Federation
- Sierra Leone
- Slovenia - *Regular passport holders only; diplomatic and official passport holders do not need entry visas.*
- Sri Lanka\*
- Sudan\*
- Syria\*
- Tajikistan
- Tonga
- Turkmenistan
- Ukraine
- Uzbekistan
- Vanuatu
- Yemen\*
- Federal Republic of Yugoslavia (Serbia/Montenegro)

*\* Nationals from these countries may only apply for **9(a) temporary visitor's visa** at their country of origin or place of legal residence.*

**The following are also required entry visas to the Philippines:**

- *Holders of Taiwanese passports*
- *Holders of Documents of Identity (DI), Certificates of Identity (CI) or Travel Documents ("Titre de Voyage")*
- *Stateless Persons*

**The following nationals are allowed to enter the Philippines without a visa for a stay not exceeding seven (7) days:**

- *Holders of HongKong Special Administrative Region (SAR) passports*
- *Holders of British National Overseas (BNO) passports*
- *Holders of Macau-Portuguese passports*
- *Holders of Macau Special Administrative Region (SAR) passports*

**Important Note:** *Nationals who are subjects of deportation/blacklist orders of the Department and the Bureau of Immigration shall not be admitted to the Philippines.*

Further inquiries may be addressed to the **Visa Division** (Telephone numbers: 834-4854; 834-4853 & 834-4961), **Department of Foreign Affairs, 2330 Roxas Boulevard, Pasay City**, or to **any Philippine Embassy or Consulate abroad**.