METRIC 5.6 WOMEN'S PROGRESS MEASURES

Indicator 5.6.8 Policies protecting those reporting discrimination

Davao Oriental State University (DOrSU) recognizes the importance of establishing a safe, inclusive, and non-discriminatory institutional environment where students, faculty members, employees, and other members of the academic community can report incidents of discrimination, gender-based harassment, and other related forms of misconduct without fear of retaliation or further disadvantage. The University recognizes that protecting individuals who report such incidents is essential to promoting accountability, safeguarding human rights, and ensuring that concerns are addressed through fair, impartial, and appropriate institutional procedures.

This commitment is anchored on **Republic Act No. 11313**, otherwise known as the *Safe Spaces Act*, particularly Sections 17 and 22, which require employers and educational institutions to establish internal mechanisms or Committees on Decorum and Investigation (CODI) to receive, investigate, and address complaints of gender-based sexual harassment. These provisions expressly require the protection of complainants against retaliation and the maintenance of confidentiality to the greatest extent possible. Furthermore, Section 21 requires educational institutions to establish and publish grievance procedures and provide a gender-sensitive environment that respects the needs of complainants and encourages the truthful reporting of incidents.

As a higher education institution, DOrSU is also guided by **Commission on Higher Education Memorandum Order No. 3, Series of 2022**, entitled *Guidelines on Gender-Based Sexual Harassment in Higher Education Institutions*. This issuance provides a framework for strengthening institutional mechanisms for preventing and addressing gender-based sexual harassment. It emphasizes the importance of appropriate complaint-handling procedures, impartial investigation, and institutional safeguards that protect the rights and welfare of individuals involved in reported incidents.

Moreover, as a government institution, DOrSU is guided by **Civil Service Commission Memorandum Circular No. 11, Series of 2021**, which provides revised administrative disciplinary rules on sexual harassment cases. The issuance reinforces the responsibility of the CODI to protect complainants from retaliation, guarantee confidentiality to the greatest extent possible, observe due process, and ensure that individuals reporting sexual harassment are not subjected to disadvantage in terms of benefits or security of tenure. It also recognizes the importance of

providing appropriate assistance to alleged victims, including counseling and referrals for professional support, when necessary.

In accordance with these national laws and issuances, DOrSU recognizes the importance of maintaining appropriate institutional reporting and complaint-handling mechanisms through which individuals may raise concerns and seek assistance regarding incidents of gender-based harassment and discrimination. The University's Committee on Decorum and Investigation (CODI) serves as an institutional mechanism for receiving, evaluating, and addressing complaints involving sexual harassment and other related forms of misconduct within its jurisdiction, in accordance with applicable laws, policies, and institutional procedures. The University upholds the principles of confidentiality, impartiality, fairness, due process, and protection against retaliation in handling complaints. These safeguards are intended to encourage members of the academic community to report incidents without fear that doing so will result in intimidation, unfair treatment, or adverse consequences.

DOrSU recognizes that an inclusive and gender-responsive environment must not only prevent discrimination and harassment but must also ensure that individuals who report such incidents are heard, respected, and protected. Through its adherence to national legal frameworks and the strengthening of institutional mechanisms for receiving and addressing complaints, the University affirms its commitment to promoting accountability, protecting individual dignity, and fostering a safe and respectful environment for all members of the university community.

References:

1. COMMITTEE ON DECORUM AND INVESTIGATION (CODI) OF SEXUAL HARASSMENT CASES IN DORSU

https://drive.google.com/drive/folders/1RR745Iy-4O4GZJLsc2ww3G2ZXXKb6mVX?fbclid=IwY2xjawUpNf1leHRuA2FlbQIxMABwZG9mBWJyaWQRMW1pRENMN0t1ZkRsT0x4SXpzcnRjBmFwcF9pZBAyMjIwMzkxNzg4MjAwODkyAAEeQjlvBwf6VwWAGIL8Xv3zLTZ5LYOEBy2vXjx5BUGAGKMxKO5mLaQQZvqZc4o_aem_KFF6_V2LQ9PxZrfWOoK-TA

2. Republic Act No. 11313 also known as Safe Spaces Act

https://lawphil.net/statutes/repacts/ra2019/ra_11313_2019.html

3. GUIDELINES ON GENDER-BASED SEXUAL HARASSMENT IN HIGHER EDUCATION INSTITUTIONS

https://unifast.gov.ph/assets/pdf/gad/CMO-No.-3-Series-of-2022.pdf

4. Revised Administrative Disciplinary Rules on Sexual Harassment Cases (Amendment to the Sexual Harassment Provisions in the 2017 Revised Rules on Administrative Cases in the Civil Service)

https://www.csc.gov.ph/phocadownload/userupload/irmo/mc/2021/MC11/MC%20No.%2011,%20s.%202021.pdf

DAVAO ORIENTAL STATE UNIVERSITY
OFFICE OF THE PRESIDENT

DAVAO ORIENTAL STATE UNIVERSITY
OP RELEASED
Date: 8-5-24
By: EVANGELINE P. VILLA
9:30 AM
CITY OF MATI

Special Order No. 30.2-F, s. 2024

To: **ALL CONCERNED**
This State University

Subject: **CONSTITUTION OF THE COMMITTEE ON DECORUM AND INVESTIGATION (CODI) OF SEXUAL HARASSMENT CASES IN THIS UNIVERSITY**

Date: **AUGUST 1, 2024**

Section 4(b) of Republic Act No. 7877, otherwise known as the Anti-Sexual Harassment Act of 1995, mandates the creation of Committee on Decorum and Investigation (CODI) of Sexual Harassment Cases in educational institutions. Pursuant thereto, you are hereby appointed to constitute the CODI of Sexual Harassment Cases of this University, *viz.*:

	Regular Member	**Permanent Alternate**	**Stakeholder Group**
Chairperson:	Dr. Ma. Cecilia L. Catubig	Ms. Maria Michele O. Chatto	Management/Administration
Vice Chairperson:	Dr. Janeth C. Tayone	Dr. Mary Fil M. Bauyot	Management
Secretariat:	Mr. John Ryan C. Bongo	Mr. Kevin E. Lorono	Rank-and-File Employees
Members:	Dr. Jeralyn N. Hemillan	Dr. Helina Jean P. Dupa	Gender and Development (GAD) Focal Point System
	Dr. Rodrigo Jr. A. Salimaco	Prof. Roland A. Dalagan	Faculty
	Ms. Marideth S. Gallardo	Ms. Maria Luisa S. Talaboc	Employees from the Supervisory Rank
	Mr. John Jefferson Mondia	Mr. Rey Loremia	Student Body

You are expected to perform the functions of a CODI as outlined in the following:

(a) Republic Act No. 7877;
(b) Republic Act No. 11313, otherwise known as the Safe Spaces Act;
(c) Commission on Higher Education (CHED) Memorandum Order No. 3, Series of 2022, or the Guidelines on Gender-Based Sexual Harassment in Higher Education Institutions; and
(d) 2025 Rules on Administrative Cases in the Civil Service.

Among others, you shall investigate cases of sexual harassment in this University.

You shall serve a term of two (2) years, unless replaced earlier.

This Special Order shall take effect immediately and shall remain effective, unless revoked in writing by the undersigned or higher authorities.

ROY G. PONCE, Ed.D.
SUC President III

Copy furnished:
All Concerned

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