

Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES

06 March 2025

DIVISION MEMORANDUM

No. 066, s. 2025

**RECONSTITUTION OF THE DIVISION GENDER AND DEVELOPMENT (GAD)
FOCAL POINT SYSTEM (GFPS)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
SDO Section/Unit Heads
Elementary and Secondary School Heads
This Schools Division

1. Pursuant to DepEd Order No. 32, s. 2017 titled **Gender-Responsive Basic Education Policy**, this office through the School Governance & Operations Division (SGOD) – Human Resource Development (HRD) unit hereby establishes the Division GAD Focal Point System (GFPS) to wit;

GFPS Head or Chairperson: Alfredo B. Gumaru Jr. EdD, CESO V

Technical Working Group

Head	:	Dante J. Marcelo, PhD, CESO VI
Members	:	Marcial Y. Noguera, CES-SGOD
	:	Violeta B. Gasilao, CES-CID
	:	Virginia A. Vinalay, AO-V (Admin)
	:	Shirley V. Escalona, AO-V (Budget)
	:	Janna Jesusa S. Lim, Accountant I
	:	Oliver R. Cariaso, PO-III
Secretariat Head	:	Kym Clyde H. Moro, SEPS-HRD / GAD Focal
Monitoring & Evaluation	:	Miah Daphnie B. Buenafe, SEPS-SMME
	:	Dencio G. Eriful, EPSp-II SMME

2. The GFPS shall ensure the gender mainstreaming, as well as gender responsiveness of systems, structures, policies, procedures, programs, and activities of the Division.

3. Further, the GFPS shall abide by the functions and other guidelines issued by the Department and the Philippine Commission on Women.

4. Below are the duties and functions of the Division GAD Focal Point System (GFPS):

Head	- Issues policies and directives that support GAD mainstreaming in the PPAs of SDO Batanes - Approves the GAD Plan and Budget and facilitates its implementation.
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	• Approves the GAD Accomplishment report and ensures its submission to the Regional Office and COA.
TWG Head	• Spearheads the conduct of meetings of the GFPS. • Ensures timely submission of GAD Plan and Budget and Accomplishment Report to the Regional Office and COA. • Ensures the implementation of the planned GAD-related activities both in the SDO and schools
Division GAD Focal	• Coordinates with the Agency Head, TWG Head, and Members, Secretariat and M&E on all matters related to GAD. • Coordinates with the Regional Office, Central Office, or other agency on GAD matters. • Represents the SDO in meetings outside the agency, seminars, conferences on GAD. • Provides technical assistance to the Division and schools on the preparation of GAD Plan and Budget and GAD accomplishment report as well as the eligible expenses for such. • Provides technical assistance to the Division and Schools in accomplishing the Harmonized Gender and Development Guidelines as basis for attribution of the Division's GAD budget. • Provides technical assistance to the Division and Schools on DepEd GAD mandates. • Spearheads the implementation of GAD PPAs in the Division. • Coordinates with the agency's ICT Unit for the posting of GAD activities on the agency's website.
TWG Members	• Provides direction and give policy advice to the Schools Division Superintendent on GAD mainstreaming. • Identifies PPAs based on gender analysis and identified gender issues and mandates of the agency. • Maintains and updates the Division sex-disaggregated data as basis for planning. • Prepares the GAD Plan and Budget of the Division (SDO and schools) for approval of the SDS. • Ensures the implementation of the planned activities both in the SDO and schools. • Prepares the consolidated GAD Accomplishment Report (SDO and schools) for submission to the OSDS, Regional Office and COA. • Builds/strengthens partnership with other agencies that advocate and offer expertise on GAD.
Secretariat	• Disseminates information on GAD activities in the Division as directed by the Head or the TWG. • Prepares minutes of meetings of the Division GFPS.

	• Prepares activity requests and completion reports and its attachments on GAD activities as directed by the TWG.
Monitoring and Evaluation	• Monitors implementation of identified GAD activities per approved GAD Plan and Budget. • Monitors submission of school GAD Plan and Budget and Accomplishment Report. • Monitors the gender responsiveness of the agency's PPAs using the Project Implementation and Management, and Monitoring and Evaluation (PIMME). • Crafts a monitoring tool for GAD activities as needed.

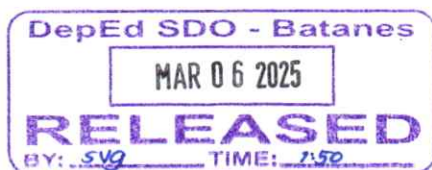
5. For immediate dissemination and appropriate action.


ALFREDO B. GUMARU JR. EdD, CESO V
 Schools Division Superintendent

Encl: As Stated
 Reference: DepEd Order No. 32, s. 2017

To be indicated in the Perpetual Index
 Under the following subjects:
ASSIGNMENT

SGOD/myn/kchm/Gender&Development
 March 06, 2025



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As of:	Jul 2, 2018	Page:	3