

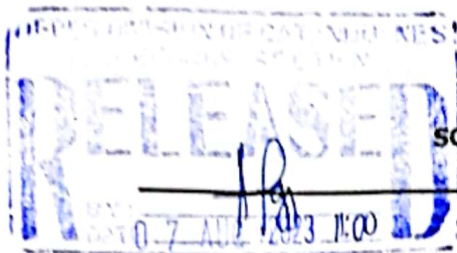


Republic of the Philippines

Department of Education

REGION V - BICOL

SCHOOLS DIVISION OFFICE OF CATANDUANES



7 August, 2023

DIVISION MEMORANDUM

No. 304 s. 2023

RECONSTITUTION OF THE DIVISION AND SCHOOL LEVELS GENDER AND DEVELOPMENT FOCAL POINT SYSTEM (GFPS)

To : Asst. Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Elementary & Secondary School Heads
Teaching & Non-Teaching Personnel
All Other Concerned

1. Pursuant to DepEd Order No. 27, s. 2013 entitled Guidelines and Procedures on the Establishment of DepEd Gender and Development Focal Point System of the Regional, Division and School Levels and Education Policy which mandates the institutionalization of Gender and Development (GAD) in the governance of basic education, and with the changes of assignment of the members in the Division and School Levels, the GAD Focal Point System in the Division Office is hereby reconstituted as follows:

| | |
|---|---|
| GAD Focal Point System Head/Chairperson | SOCORRO V. DELA ROSA Schools Division Superintendent |
| GAD Technical Working Group Head | MA. LUISA T. DELA ROSA Assistant Schools Division Superintendent |
| GAD Technical Working Group Members | MARK LESTER V. URBANO Administrative Officer II Division GAD Focal Person |
| | MARICHELE B. LLAVE Administrative Officer IV (Personnel) Division GAD Focal Person – Alternate |
| | MARY JEAN S. ROMERO Chief, SGOD |
| | MARIVIC T. CAMACHO EPS, CID |
| | ANGELO JAMES O. AGUINALDE Accountant III |
| | EVA S. TOLENTINO Administrative Officer V (Admin) |





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Secretariat Head

REY C. BONAYON
Planning Officer III (PRS)

M&E Head

ELIZABETH S. URBANO
Education Program Specialist II (HRD)

ACHILLES V. ALBERTO I
Education Program Specialist II (SMME)

2. In adherence to DepEd Order No.27 s. 2013 and in connection with the Regional Memorandum No. 337 s. 2023, all schools are hereby instructed to reconstitute their Gender and Development Focal Point System (GFPS). The GFPS shall ensure gender mainstreaming, gender equality and responsiveness that are integrated and aligned into the policies, programs, and activities of the Division.
3. The GFPS shall be governed by the guidelines and provisions issued by the Department and the Philippine Commission on Women.
4. The tasks and functions of the members of the Division and School Levels GFPS shall be part of their regular Key Result Areas (KRAs), work plans and performance assessment indicators.
5. Designated members of GFPS of the Division and School levels shall serve their respective Offices for three (3) consecutive calendar years or school years until their designation order is revoked.
6. The deadline for the submission of the Schools GFPS (hard and soft copy) is **on or before August 11, 2023, 5:00 in the afternoon** at the Human Resource Management Office. The soft copy must be through Google Form with this link: <https://tinyurl.com/UpdatedGFPS>. **The system will close on August 11, 2023, 5:00 in the afternoon.**
7. Attached to this Memorandum is the School GFPS Profiling Form to be accomplished by the School GAD Focal Person and endorsed by the GFPS Chairperson.
8. Widest dissemination of this Memorandum is desired.


SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

Encls: As stated
To be indicated in the Perpetual Index
under the following subjects:
HUMAN RESOURCE MANAGMENT
GENDER AND DEVELOPMENT
EMPLOYEE WELFARE

HRMO/mlvu
08/07/2023





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Enclosure No. 1

SCHOOL GAD FOCAL POINT SYSTEM PROFILING FORM

| Designation | Name of Individual | DepEd Email | Contact Number |
|--|---------------------------|--------------------|-----------------------|
| GFPS Head <i>(School Principal)</i> | | | |
| Department Head/ Learning Area Coordinator <i>(Member)</i> | | | |
| Two designated Master Teachers <i>(Members)</i> | | | |
| Guidance Counselors <i>(Member)</i> | | | |
| Designated Financial Personnel (Accountant, Disbursing Officer or equivalent) <i>(Member)</i> | | | |
| Secretariat and M&E Committee <i>(To be designated by GAD Focal Point Person)</i> | | | |

Prepared by:

School GAD FOCAL Person

Endorsed by

School Head

