



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

October 27, 2025

DIVISION MEMORANDUM

No. **576**s. 2025

PARTICIPANTS OF SDO AKLAN IN THE CAPACITY BUILDING ON HARMONIZED GENDER AND DEVELOPMENT GUIDELINES CUM GAD PLANNING AND BUDGETING

**To: OIC Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
Senior/Education Program Specialists
Heads of Public Elementary, Secondary
and Integrated Schools
All Others Concerned**

1. In line with the Regional Memorandum No. 1042 s. 2025, Capacity Building on Harmonized Gender and Development Guidelines Cum GAD Planning and Budgeting, herewith is the list of participants to attend the said activity and will serve as the Core Group for Harmonized Gender and Development Program in the Schools Division of Aklan.

No.	Name	Position	Gender	Position	Office	
1	JOHN REY G. MAAGMA	Focal Person	MALE	EPS II	DIVISION OFFICE	Eastern Side
2	ALJON I. AREVALO	Member	MALE	HT I	KISEC	
3	FEBIAN D. ZOROLLA	Member	FEMALE	SP II	BATAN ES	
4	ROSALIE T. SARATE	Member	FEMALE	SP I	MAKATO DISTRICT	Western Side
5	SAJID P. PELAYO	Member	MALE	HT III	MALAY	
6	FEB JOHN V. GERONIMO	Member	MALE	HT I	DISTRICT MAKATO	
7	NINA MAER P. QUIMPO	Member	FEMALE	HT I	DISTRICT OF BURUANGA	
8	RENNETH VILLORENTE	Member	FEMALE	HT III	DISTRICT OF NABAS	

2. The following are the objectives of the activity:



Población, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <http://www.depedaklan.org>
Email Address: aklan.1958@deped.gov.ph

- a. cultivates gender sensitivity as a fundamental quality and competency among men and women government employees;
- b. familiarizes how to accomplish the template of GAD Planning and Budgeting; and
- c. promotes participation of women and marginalized groups in the decision-making processes related to planning and budgeting.

5. Expenses to be incurred relative to the conduct of this activity are chargeable against local funds while transportation and other incidental expenses of participants shall be charged against HRD funds, subject to the existing accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum is desired.


FELICIANO C. BUENAFE, JR., CESO VI
Schools Division Superintendent 

Encl: As stated

To be indicated in the Perpetual Index under the following subjects:

TRAINING PROGRAM

LLP/jrm



Poblacion, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <http://www.depedaklan.org>
Email Address: aklan.1958@deped.gov.ph



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

REGIONAL MEMORANDUM

No. 1042 s. 2025

OCT 22 2025

**CAPACITY BUILDING ON HARMONIZED GENDER AND DEVELOPMENT
GUIDELINES CUM GAD PLANNING AND BUDGETING**

To: OIC Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Pursuant to Republic Act 9710 otherwise known as the Magna Carta of Women (MCW), this Office will conduct the **Capacity Building on Harmonized Gender and Development Guidelines Cum GAD Planning and Budgeting on October 28-31, 2024** within Region VI.
2. The following are the objectives of the activity:
 - a. cultivate gender sensitivity as a fundamental quality and competency among men and women government employees;
 - b. familiarize how to accomplish the template of GAD Planning and Budgeting; and
 - c. promote participation of women and marginalized groups in the decision-making processes related to planning and budgeting.
3. The participants in this activity are the Gender Focal Points System (GFPS) of the Regional Office VI, Schools Division Offices and Schools. The participants are advised to register through <https://forms.office.com/r/nre2d5h9v4> on or before **22 October 2025**. The travel date for the PMT is 27 October 2025 (Monday), while the participants' travel date is 28 October 2025 (Tuesday). The Allocation of Participants, PMTs/TWGs, and the Program Matrix are provided in Enclosure 1 and the Designation Form to be submitted to RO VI GAD Secretariat via email region6.hrdd@deped.gov.ph is in Enclosure 2.
4. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principles of equal opportunity.
5. Expenses incurred in the conduct of the activity shall be chargeable to local funds subject to the usual accounting rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

CRISTITO A. ECO, CESO III
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

Encl.: As stated

Reference: None

To be indicated in the Perpetual Index under the following subject:

WORKSHOP

JMM/HRDD/RM-Capacity Building on Harmonized Gender and Development Guidelines Cum Goal Planning and Budgeting
213/October 17, 2025

PROGRAM MATRIX



Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033)337-0149
Email Address: region6@deped.gov.ph
Website: region6.deped.gov.ph





Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

PROGRAM MATRIX

Day/Time	Activities	Responsible Person
Day 1 (October 28, 2025)		
7:30 - 12:00 AM	Travel Time	
12:00 - 1:15 PM	Lunch Break	
1:15- 3:30 PM	Arrival/Registration	
3:00- 3:15 PM	Health Break	
3:15- 5:00 PM	Opening Program/Levelling of Expectations	Raymund Porras
Day 2 (Oct. 29, 2025)		
8:00- 8:30 AM	Morning Preliminaries	
8:30- 10:00 AM	Gender and Development & SOGIE	Joel Pachejo
10:10-10:15 AM	Health Break.	
10:15- 12:00 AM	Gender and Power	Dhalia Tamayo
12:00- 1:30 PM	Lunch Break	
1:30- 3:00 PM	Gender and Relationship	Arlyn Aducal
3:00- 3:15 PM	Health Break	
3:15-5:00 PM	Pointers in Accomplishing the GAD Plan & Budget	Rosemay Bello
Day 3 (Oct. 30, 2025)		
8:00- 8:30 AM	Morning Preliminaries	
9:00-10:00 AM	Personnel Services(PS) Charged to the GAD Budget	Dhalia Tamayo
10:00-12:00 AM	Workshop	
12:00- 1:00 PM	Lunch Break1	
1:00- 3:00 PM	Pointers to Accomplishing the HGDG PIMME Checklist	Arlyn Aducal
3:00-3:15 PM	Health Break	
3:15- 5:00 PM	Harmonized Gender and Development Guidelines Design (HGDG) Checklist	Jay Blancaflor
Day 4 (Oct. 31, 2025)		
8:00- 8:30 AM	Morning Preliminaries	
8:30- 10:00 AM	Integration of HGDG (Design Checklist) to the 2026 GPB	Armen Tanaleon
10:00-10:15 AM	Health Break	
10:15- 12:00 NN	Application of HGDG to GAD Plan and Budget	Jover Madera
12:00- 1:30 PM	Lunch Break	
1:30-3:00 PM	Assessing Programs and Projects through PIMME Checklist and its application to GAD Reporting	Jover Madera
3:00-3:15 PM	Health Break	
3:15- 4:00 PM	Open Forum	
4:00-5:00 PM	Closing Program	



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Department of Education
REGION VI – WESTERN VISAYAS

ALLOCATION OF PARTICIPANTS AND PMTs/TWG

HRDD	5	FTAD	1
PPRD	1	ESSD	1
QAD	1	CLMD	1
ICTU	1	FINANCE	1
ADMIN	1	ORD	1
LEGAL	1	PAU	1

SDO	No. of Pax	SDO	No. of Pax
Aklan	7	Iloilo	8
Antique	7	Iloilo City	7
Capiz	7	Passi City	7
Guimaras	7	Roxas City	7

Enclosure 2: Designation Form (Deadline for Submission: **October 22, 2025**, via email to RO GAD Secretariat through region6.hrdd@deped.gov.ph)

The **SDO** _____ hereby designates the following to participate in the conduct of the activities related to the **Capacity Building on Harmonized Gender and Development Guidelines Cum Gad Planning and Budgeting**:

No.	Name	Gender	Position	Office	Shirt Size
1					
2					
3					
4					
5					
6					
7					
8					

Prepared by:

GAD Coordinator

Approved by:

Schools Division Superintendent