



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City
Telefax No.: 082553896 / 0825538376



August 1, 2018

DIVISION MEMORANDUM

No. 655 s. 2018

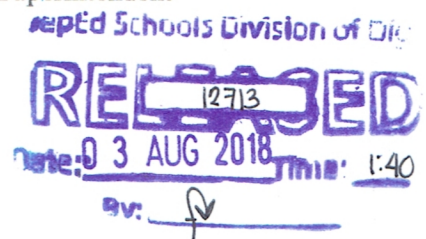
Attendance to Harmonized Gender and Development Guidelines Workshop for Training Program Developers/Implementers

To: **BEVERLY S. DAUGDAUG, EdD.**
CID Chief

Attention: **TITO M. ENDRINA, PhD.**
EPS-English

1. Pursuant to the Regional Memorandum dated July 19, 2018, re: Harmonized Gender and Development Guidelines Workshop for Training Programs/Implementers, Mr. Tito Endrina is hereby directed to attend the said training on August 21-23, 2018 for Regions III, IV-A, IV-B and XI at Grand Regal Hotel, J.P. Laurel Ave., Lanang, Davao City.
2. As participant to the above-mentioned training, he is requested to send his program/activity documents two weeks before the scheduled date of the workshop in order for the resource person to have time to review the documents to be used during the workshop. Queries may be referred to the contact persons stated in the attached Memorandum.
3. Other important details of this Memorandum are contained in the enclosures.
4. Travel and other incidental expenses relative to the activity is chargeable against local funds subject to the usual accounting and auditing rules and regulations.
5. For information and compliance.


WINNIE E. BATON, EdD.
Officer-in-Charge
Office of the Schools Division Superintendent



Encls: as stated

References: Unnumbered Regional Memorandum dated July 19, 2018

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

Curriculum Gender and Development Training

rpn: Harmonized Gender and Development Guidelines Workshop for Training Program Developers/Implementers
August 1, 2018

Receives



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw
Tanggapang Panrehiyon



Address: F. Torres Street, Davao City
Telefax Nos. (082) 221-6147; 291-1665; 225-8495; 224-0468; 225-0816; 224-0750; 224-0751; 224-0752; 291-1738; 222-2653
Internet Address:

MEMORANDUM

TO: Schools Division Superintendents
Asst. Schools Division Superintendents
Division of Davao Occidental
Division of Davao del Sur
Division of Digos City
Division of Island Garden City of Samal
Division of Panabo City
Division of Tagum City
Division of Davao del Norte
Division of Compostela Valley
Division of Mati City
Division of Davao Oriental
Chief of Quality Assurance Division
Chief of Human Resource Development Division

FROM: ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

SUBJECT: Harmonized Gender and Development Guidelines Workshop for Training Program Developers/Implementers

DATE: July 19, 2018

The attached Memorandum No. 104 s. 2018 dated June 11, 2018, informs the conduct of the above-mentioned activity on August 21-23, 2018 for Regions III, IV-A, IV-B and XI at Grand Regal Hotel, J.P. Laurel Ave., Lanang, Davao City.

There are 16 expected participants per region and the priority is given to those who have not undergone the said training; for Region XI the participants would be the following:

Regional Office	Isidra B. Despi, EPS - GFPS Jeoffrey L. Bernabe - Planning Officer III PPRD Joy L. Sibonga - GFPS Secretariat Dr. Marra B. Medrano - Program Implementer - ESSD Reynato N. Pakpakin, Ed.D - Program Implementer - CLMD Nila G. Quiroy - Budget Officer	6 Pax
Division Office	1 Program Implementer/per division	10 Pax

On the other hand, a separate schedule of the same activity will be conducted on October 16-18, 2018 for the **Chiefs of the Human Resource Development Division (HRDD) and Quality Assurance Division (QAD)** in Bacolod City.

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REGION XI
EDUCATION ROXI

Participants are requested to send their program/activity documents two weeks before the scheduled date of workshop in order for the resource person to have time to review the documents to be used during the workshop, queries may be referred to the contact persons stated in the Memorandum.

Furthermore, in the event the scheduled workshop will fall on holiday/s the participants from Davao City are entitled to local and national holidays with Compensatory Overtime Credit (COC) likewise, with the participants from other division offices but limited to national holiday/s only.

Other important details of this Memorandum are contained in the enclosures.

Travel and other incidental expenses related to the conduct of this activity is chargeable against local funds.

Immediate dissemination of this Memorandum is desired.

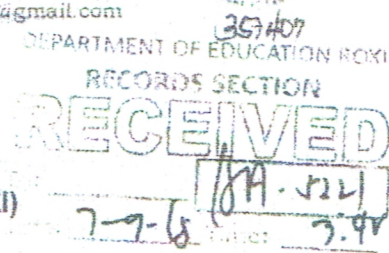
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Department of Education
CURRICULUM AND INSTRUCTION
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
Rm. 217 Mabini Building, DepEd Complex
Meralco Ave, Pasig City
Tel. Numbers: 638-8638, 6337202 Email: deped.neap@gmail.com



MEMORANDUM
DM-CI-2018-00213



TO : Regional Directors (Regions III, IV-A, IV-B, XI)

FROM : *Lorna Dig Dino*
LORNA DIG DINO, Ph.D.
Undersecretary for Curriculum and Instruction

SUBJECT: Harmonized Gender and Development Workshop for Training
Program Developers/Implementers for Batch 1

DATE : July 3, 2018

In reference to Memorandum No. 104 s. 2018 on the conduct of the Harmonized Gender and Development Guidelines (HGDG) Workshop for Training Program Developers/Implementers for Batch 1, will be on August 21-23, 2018 at Grand Regal Hotel, J.P. Laurel St., Lanang, Buhangin, Davao City. Attached are the list of Regional/SDO participants expected to attend the said program and the administrative concerns for your guidance.

The Regional Office will select their participants to the program ensuring representatives from the *Regional Office* and *selected School Division Offices*, as stated in the attachment.

Furthermore, participants are requested to send their office/division level program/activity documents at least two weeks before the scheduled date, in order for the resource person to have time to review the documents to be used during the workshop. You can send your list of participants as well as the program documents to telefax number (02) 633-7207 or at email address *maelenadeacosta@yahoo.com*.

All the other items stated in the memorandum remain.

Thank you very much.



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ADMINISTRATIVE GUIDELINES FOR PARTICIPANTS

PRE-TRAINING

Pre-Training Requirement

To ensure your participation, please send/or fax in your list of participants at telefax # (02) 633-72-07 or thru email address: maureenadecosta@yahoo.com at least two weeks before the scheduled date.

The activity dates (August 21-23, 2018) indicated in the memorandum are **exclusive of travel time. Thus, participants can depart on the following day, that is, August 24, 2018. Check-out time is before 12:00 noon.**

Travelling Expenses of the participants shall be charged against **Local Funds.**

Participants are on official business time.

Billeting and Accommodation

Upon arrival, please proceed to the information/front desk of the venue for your billeting/rooming assignment. **Charges for advance and extended accommodation shall be charged against personal funds.** For the participants: accommodation, meals and function room will be at **Grand Regal Hotel, Davao City.**

TRAINING PROPER

Arrival of Participants/Registration

Participants are expected to be at the venue in the afternoon of Day 0 or in the early morning of Day 1. Registration will be at the designated function hall of Day 1. Program proper starts at 8:30 am of Day 1, but the succeeding days will be 8:00 am

Attendance

All participants are expected to finish the 3-day activity. In case, the participant is not able to finish the activity for whatever reason, only **Certificate of Appearance** will be given to him/her. If the participant will be going out, whether personal or emergency, please inform the management team and a letter must be submitted to the program management indicating the necessity for leaving the venue. The letter should also indicate that the management is not responsible for any untoward incident that might happen to the participant. However, the management reserves the right to approve or decline the request. **Participants who commit to finish the 3-day activity will be given priority for future programs.**



Republic of the Philippines
Department of Education

11 JUN 2018

DepEd MEMORANDUM
No. **104** s. 2018

**HARMONIZED GENDER AND DEVELOPMENT GUIDELINES WORKSHOP
FOR TRAINING PROGRAM DEVELOPERS/IMPLEMENTERS**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the National Educators Academy of the Philippines (NEAP), will conduct a 3-day **Harmonized Gender and Development Guidelines (HGDG) Workshop for Training Program Developers/Implementers** by batch on the following dates and venues:

Batch	Date	Venue
1	August 21-23, 2018	Davao City
2	September 18-20, 2018	Legazpi City
3	September 25-27, 2018	Tacloban City
4	October 9-11, 2018	Zamboanga City
5	October 16-18, 2018	Bacolod City
6	October 23-25, 2018	Camiguin City

2. The workshop is designed to:
- develop a better understanding of the HGDG as an analysis tool in integrating gender equality and addressing gender issues in training programs; and
 - capacitate the program developers/implementers in the use of HGDG in assessing gender-responsiveness in training programs, projects, and activities (PPAs).
3. The participants are specified in Enclosure No. 1 for the regional and schools division, and in Enclosure No. 2 for the central office.
4. **Program Developers** refer to those who handle PPAs and are involved from conceptualization to the end stage of the program. **Program Implementers** refer to those who coordinate and implement/manage programs and are not necessarily involved in conceptualizing and designing PPAs.
5. All concerned are requested to send participants to the workshop. Deadline of submission of name of participant/s is at least two weeks before the scheduled date of the workshop, through the NEAP telefax number or email addresses. Offices that will not be able to send participants are requested to notify the NEAP immediately through a letter addressed to the Secretary.

(Enclosure No. 1 to DepEd Memorandum No. 104, s. 2018)

**HGDG Workshop for Training Program Developers/Implementers
(Regional/Division Participants)**

REGIONS	NO. and LEVEL OF PARTICIPANTS
<u>Batch 1 – Davao City</u> <u>(August 21-23, 2018)</u> III, IV-A, IV-B, XI	16 pax/region one (1) GAD Coordinator/reg. one (1) GAD Coordinator/div. * (II) – (I) one (1) GFPS member (Regional Level) one (1) Planning Officer/reg. one (1) Accounting Officers/reg. ✓ one (1) Budget Officer/reg. ✓ ten (10) Program Developers/Implementers, Program Managers and/or Program Coordinators on the Region and SDO level. <u>Priority is given to those who have not undergone the same training.</u>
<u>Batch 2 – Legaspi City</u> <u>(September 18-20, 2018)</u> I, II, V, CAR	
<u>Batch 3 – Tacloban City</u> <u>(September 25-27, 2018)</u> VI, VII, VIII	
<u>Batch 4 – Zamboanga City</u> <u>(October 9-11, 2018)</u> IX, XII, ARMM	
<u>Batch 5 – Bacolod City</u> <u>(October 16-18, 2018)</u> Regional HRDD and QAD Chiefs NEAP CO (PDD, QAD, OD)	- Regional HRDD Chief/reg. - Regional QAD Chief/reg. - QAD-NEAP (5 pax) - PDD-NEAP (10 pax) - OD-NEAP (5 pax) - NEAP-Baguio-Based (1 pax)
<u>BATCH 6 – Camiguin</u> <u>(October 23-25, 2018)</u> X, NCR, CARAGA	Same as above uppermost participant complements

BATCH 4 – Zamboanga City (October 9-11, 2018)

CENTRAL OFFICE PARTICIPANTS	TOTAL PAX
Representative from the Office of the Undersecretary for Governance and Operations	1
Representative from the Office of the Undersecretary for Legal and Legislative Affairs	1
Bureau of Curriculum Development (BCD) ➤ Special Curricular Programs Division	1
Bureau of Learning Delivery (BLD) ➤ Student Inclusion Program	1
Bureau of Learning Resources (BLR) ➤ Learning Resources Production Division	1
Bureau of Education Assessment (BEA) ➤ Education Research Division	1
BHROD ➤ Employee Welfare Division	1
➤ Personnel Division	1
Public Affairs Service ➤ Publications Division	1
Legislative Liaison Office	1
Disaster Risk Education and Management Service	1
Planning Service ➤ EMISD	1
➤ Policy Research and Development Division	1
Procurement Service ➤ BAC Secretariat Division	1
Finance Division ➤ Budget Division	1
➤ Employee Account Management Division	1
Administrative Service ➤ Education Facilities Division	1
Bureau of Learner Support Services (BLSS) ➤ Youth Formation Division	1
ICTS ➤ Technology Infrastructure Division	1
Internal Audit Service ➤ Management Audit System	1
TOTAL	20