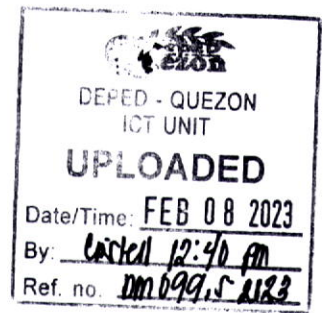




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



06 February 2023

**DIVISION MEMORANDUM**

**DM No. 099, s. 2023**

**DIVISION CONFERENCE OF DISTRICT MACHETE/MOVE PRESIDENTS ON GENDER AND DEVELOPMENT (GAD) PROGRAM MANAGEMENT**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Division GAD Focal Point System  
District GAD Focal Persons  
School GAD Focal Point System  
School Heads In-Charge of Governance and Operations  
All Others Concerned

1. As an entry point to gender mainstreaming, the presence of Gender and Development (GAD) advocates lays a solid foundation in determining the success rate of sustaining GAD mainstreaming activities.
2. Relative to this, the Division institutionalizes the establishment of MACHETE/MOVE in the district and school level as an enabling mechanism to raise people's awareness and generate support for gender mainstreaming.
3. With the organization of MACHETE/MOVE as an empowering effort to understand, appreciate and imbibe the need to pursue gender equality, this Office through the Division GAD Focal Point System, in collaboration with the Division MACHETE/MOVE, will conduct a **live-in conference on GAD program management** on **March 6 – 8, 2023, 8:00 a.m – 5:00 p.m.** Venue of the said activity will be announced through a separate Memorandum.
4. Participants to the said activity are **all District MACHETE/MOVE Presidents [School Heads]**. They are requested to register online to confirm their attendance to the activity through **[tinyurl.com/DistMACHETECon](https://tinyurl.com/DistMACHETECon)** not later than **February 24, 2023**.

DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
Email Address: [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)  
Website: [www.depedquezon.com.ph](http://www.depedquezon.com.ph)



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

---

5. Meal and accommodation expenses of the participants relative to the conduct of the said activity shall be charged against the Division MOOE/GAD budget while the travel expenses of the field participants shall be charged to school MOOE/GAD budget and/or local fund, subject to usual accounting rules and regulations.
  
6. Immediate dissemination of this Memorandum is highly desired.

FOR:

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

BY:   
**ELIZABETH M. DE VILLA**  
Chief Education Supervisor

hrdmgd02/06/2023

DEPEDQUEZON-TM-SDS-04-009-003

---



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
Email Address: quezon@deped.gov.ph  
Website: [www.depedquezon.com.ph](http://www.depedquezon.com.ph)