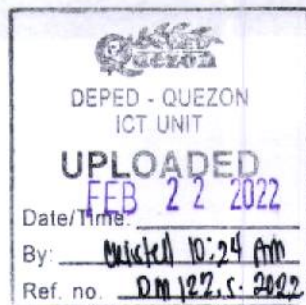




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



16 February 2022

DIVISION MEMORANDUM

DM No. 122, s. 2022

WRITESHOP ON THE DEVELOPMENT OF INFORMATION, EDUCATION AND COMMUNICATION (IEC) MATERIAL ON GENDER AND DEVELOPMENT (GAD): PHASE 1

To: OIC-Assistant Schools Division Superintendents
Division Chiefs
Education Program Specialists
Division GAD Focal Point System Members
Division GAD IEC Writer-Editors/Layout Artists
All Others Concerned

1. Remaining steadfast to promote gender-responsive basic education in the Schools Division of Quezon Province, this Office through the Division Gender and Development (GAD) Focal Point System (GFPS) announces the conduct of **Writershop on the Development of Information, Education and Communication (IEC) Material on GAD: Phase 1** on **February 23 – 24, 2022** at M.I. Sevilla's Farm and Resort, Lucena City.
2. The IEC material will serve as the Division's campaign instrument to increase the knowledge and appreciation of the employees on GAD program. Its development further serves as enabling mechanism to support the conduct of gender-responsive activities in the Division.
3. In connection, the said two-day activity shall be participated by selected members of the Division GFPS and GAD IEC writers and layout artists. Please see Enclosure for the list of participants.
4. To ensure the safety of everyone, **strict health protocols in accordance with the IATF guidelines will be enforced** during the conduct of the program.
5. Food and accommodation expenses of the participants and the travel expenses of the Division GFPS members shall be charged against the Division GAD budget. Travel expenses of the

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school-based participants shall be charged against the school GAD budget, subject to usual accounting rules and regulations.

6. Immediate dissemination of this Memorandum is highly desired.

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

hrdmgd/02/16/2022

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Enclosure to DM No. 121, s. 2022

LIST OF PARTICIPANTS

**WRITESHOP ON THE DEVELOPMENT OF INFORMATION, EDUCATION AND COMMUNICATION
(IEC) MATERIAL ON GENDER AND DEVELOPMENT (GAD): PHASE 1**

M.I. Sevilla's Farm & Resort, Lucena City

February 23 – 24, 2022

CN	NAME	POSITION
1	REGINA V. MARINO	SEPS/Secretariat Head GFPS
2	MICHELLE G. DUMA	EPS-II/GAD Focal Person
3	OSCAR R. DUMA JR.	SEPS/M&E Head,
4	MARIA BERNADIT M. TUPAS	EPS II/M&E GFPS
5	JEROME M. RODIL	Writer/Teacher II
6	MICHAEL A. ROYO	Writer/Teacher I
7	MILDRED O. ACUÑA	Writer/Teacher II
8	DOLORES M. PANCHO	Writer/Teacher II
9	MELANIE P. HERNANDEZ	Writer/MT-II
10	JETH YSRAEL R. MANALO	Writer/Teacher I
11	LEAH M. BERMUDEZ	Writer/Teacher I
12	RAENEL P. RODIL	Writer/Teacher I
13	JOHN EMERSON D. DATOR	Layout Master/Teacher II
14	AIVIE A. RABE	Layout Master/Teacher III
15	BRAULIO B. RUELO, JR.	Video Editor/Teacher I

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