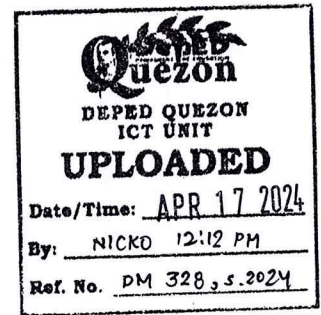




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



15 April 2024

DIVISION MEMORANDUM
 DM No. 328, s. 2024

RECONSTITUTION OF THE DIVISION GAD FOCAL POINT SYSTEM (GFPS)

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. With reference to **DepEd Order No. 32, s. 2017 (Gender-Responsive Basic Education Policy)** which aims to strengthen gender and development institutional mechanisms, this Office informs all concerned regarding the reconstitution of the Division GAD Focal Point System (GFPS).

Designation	Name	Sex	Alternate	Sex
Chairperson	ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent	M		
Technical Working Group Head	VENUS T. BALMEDINA, EdD OIC-Assistant Schools Division Superintendent	F		
GFPS Members	ELIZABETH M. DE VILLA SGOD Chief Education Supervisor	F	RAUL R. AGARAN Education Program Supervisor	
	LORENA S. WALANGSUMBAT, EdD CID Chief Education Supervisor	F	WALTER F. GALAROSA Education Program Supervisor	

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	LEAH A. PEREZ Education Program Specialist II Division GAD Focal Person	F	MARK ANGELO M. TIUSAN Project Development Officer I Division GAD Alternate Focal Person	
	CATHERINE A. PUREZA Budget Officer III	F	RONNJEMMEL A. RIVERA Librarian II	
	EDMUNDO R. MARIN JR. Accountant III	M	CAMILLE N. VILLAMATER Administrative Assistant III	
	MARIA DOLORES D. ATIENZA Administrative Officer V	F	CHRISTINE A. ALVISO Administrative Assistant III	
	MARBIN JERAMIL D. FRAGATA Planning Officer III	M	RODELIO M. ESMERNA JR. Administrative Officer II	
Secretariat Head	REGINA V. MARINO, PhD Senior Education Program Specialist	F	MARIA BERNADIT TUPAS Education Program Specialist II	
Secretariat Members	SHERELYN O. PARDILLA Records Officer II	F		
	MICHELLE P. DE MESA Administrative Assistant III	F		
Monitoring and Evaluation (M&E) Head	MICHELLE G. DUMA, EdD Senior Education Program Specialist	F	MARY JOYCE P. SALAMAT Education Program Specialist II	
M&E Members	OSCAR R. DUMA JR. Senior Education Program Specialist	M		

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	MARY JOYCE P. VIVAR Administrative Aide VI	F		
	Public Schools District Supervisors			

2. In line with **DO 27, s. 2013 (Guidelines and Procedure on the Establishment of DepEd GFPS at the Regional, Division and School Level)**, the Division GAD Focal Point System shall adhere to the following duties and functions:

- a. lead in the gender mainstreaming of policies, plans, programs, projects and activities and in the assessment of gender-responsiveness of systems, structures, policies, procedures and programs based on priority thrusts, needs and concerns of the DepEd for its stakeholders, particularly students, teachers and employees;
- b. analyze programs and projects using the Harmonized GAD Guidelines for programs and projects to determine their gender sensitivity;
- c. recommend formulation/revision of policies in advancing women's status and child protection;
- d. lead in the review and updating of sex-disaggregated data for GAD database to serve as basis in performance-based gender responsive planning;
- e. implement advocacy activities, including the development of information, education and communication materials to ensure consciousness-building and generating support for GAD;
- f. identify gender issues arising from gender analysis and audit to serve as basis for determining PPAs in the GAD Plan;
- g. prepare GAD plans and budgets and accomplishment reports and ensure their timely submission to the Central Office (CO) GAD Focal Point Person;
- h. ensure the effective and efficient implementation of the GAD Plan and PPAs and the judicious utilization of the GAD budget;
- i. recommend awards, recognition and other incentives to outstanding institutional GAD programs, activities and projects for GAD Focal Point members and other personnel;

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- j. build and strengthen partnership with all GAD Focal Point Persons in the Department, the Philippine Commission on Women (PCW), National Economic and Development Authority (NEDA), Department of Budget and Management (DBM), GAD non-government organizations (NGOs) and other partners; and
 - k. coordinate GAD efforts of all offices/units.
3. For the information and guidance of all concerned.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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