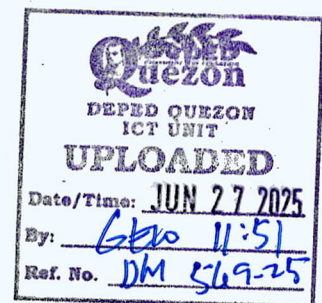




Republic of the Philippines  
**Department of Education**  
Region IV-A CALABARZON  
**SCHOOLS DIVISION OF QUEZON PROVINCE**



23 June 2025

**DIVISION MEMORANDUM**  
DM No. 569, s. 2025

**GENDER MAINSTREAMING SELF-ASSESSMENT**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Division GFPS  
District GFPS  
School GFPS  
All Concerned

1. In reference to the Philippine Commission on Women (PCW) Advisory dated May 21, 2025, re: **Submission of Gender Mainstreaming Evaluation Framework (GMEF) Self-Assessment** with means of verification (MOVs), the SDO Quezon, through the School Governance and Operations Division (SGOD), enjoined all **District GAD Focal Persons** to attend the online orientation on **June 30, 2025; 1:00PM** onwards via Zoom Teleconference with the following log-in details:

Meeting ID: 819 1965 3597  
Password: 123456

2. Immediate dissemination of this Memorandum is desired.

**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

**JOEPI F. FALQUEZA**  
Assistant Schools Division  
Superintendent

SGORRA/06/23/2025

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164,  
(042) 784-0391, (042) 784-0321

DepEdTayoQuezon [www.depedquezon.com.ph](http://www.depedquezon.com.ph) [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)



## ADVISORY

**FOR:** Executive Departments, Attached Agencies, Bureaus, Offices, Government-Owned and/or Controlled Corporations (GOCCs), Legislative and Judiciary Branches, and Constitutional Bodies

**SUBJECT:** Submission of Gender Mainstreaming Evaluation Framework (GMEF) Self-assessment with Means of Verification (MOVs)

**DATE:** May 21, 2025

- 1.0 This advisory is a supplement to the Philippine Commission on Women (PCW) Memorandum Circular (MC) No. 2016-03 dated 27 May 2016 on the Use of the Enhanced GMEF, which encourages government agencies to undergo GMEF assessment regularly. It aims to provide guidance to national government agencies on the submission of the GMEF self-assessment and validation of PCW.
- 2.0 The GMEF is a self-assessment tool that is useful for the Gender and Development Focal Point System (GFPS) members in assessing their agency's performance in gender mainstreaming (i.e., gains and successes), and pinpoint areas for improvement in the way they mainstream GAD perspective in their respective organizations.<sup>1</sup> The GMEF assessment results will be utilized by the agencies as inputs in the development and formulation of their respective GAD Agenda and in preparing for their annual GAD plans and budgets (GPBs). The results will also provide information to the PCW in identifying specific and appropriate strategic technical assistance on GAD and will support agencies to further improve their respective gender mainstreaming performance in succeeding years.
- 3.0 The results of the application of the GMEF tool shall serve as bases and as one of the requirements for selecting qualified agencies for the PCW's incentive and award system, the Gender and Development Transformation and Institutionalization through Mainstreaming of Programs, Agenda, Linkages and Advocacies (GADtimpala). The GADtimpala is PCW's mechanism to incentivize and recognize the gender mainstreaming efforts of all national government agencies. It is based on the Magna Carta of Women's (MCW) or RA 9710 Implementing Rules and Regulations Section 43, which provides for positive reinforcement to agencies in their implementation of gender mainstreaming.
- 4.0 The GFPS members shall lead the GMEF assessment, together with the representatives from relevant offices/units of the agency. They may utilize as

---

<sup>1</sup> Philippine Commission on Women, *A Handbook on the Application of the Enhanced Gender Mainstreaming Evaluation Framework* (Manila: Philippine Commission on Women, 2016), 1.

reference and guide the Gender Mainstreaming Evaluation Framework Full Video, GAD Webinar 1.12.2023: Gender Mainstreaming and Evaluation Framework (GMEF), and a copy of the GMEF tool, which can be downloaded at Linked Gender Mainstreaming Evaluation Framework Handbook Toolkit.

- 5.0 As the oversight agency in the implementation of the MCW and other GAD-related policies, the PCW annually monitors the gender mainstreaming performance of agencies, especially those with major roles in the implementation of the law. The PCW, through its Sectoral Coordination Division (SCD), annually conducts desk review and validation of the GMEF assessment ratings of agencies. As of 31 December 2024, one hundred sixteen (116) government agencies have already self-administered the GMEF, and their respective assessment ratings have been validated by PCW.
- 6.0 In this regard, all government agencies that have not yet established their GMEF baseline assessment **are enjoined to submit to PCW their respective GMEF self-assessment and rating, covering the period FY 2022 to FY 2024.** The GMEF self-assessment and rating shall include the means of verification (MOVs) and must be submitted **on or before July 31, 2025.**
- 7.0 Moreover, agencies with established GMEF baselines are reminded to update their respective gender mainstreaming performance for FY 2024. The submission shall include the MOVs for validation of ratings and must be submitted **on or before July 31, 2025.**
- 8.0 To fast-track the GMEF assessment process, agencies are encouraged to use the prescribed template and submit the documents through email at email address: scd@pcw.gov.ph. The submission shall include the agency's self-assessment rating using the GMEF Scoresheet, along with the MOVs arranged in separate folders and labeled per entry point as: Policy, People, Enabling Mechanisms, and Programs Projects and Activities (PPAs). If agencies choose to submit hard copies, kindly follow the same format.
- 9.0 An online validation with PCW officers may be conducted after the desk review of the submitted MOVs to finalize the GMEF ratings of the agency, upon request.
- 10.0 If needed, please send your queries and requests for technical assistance on the conduct of GMEF self-assessment and validation to 8735-1654 or records@pcw.gov.ph and copy the SCD at scd@pcw.gov.ph.
- 11.0 For your guidance and appropriate action please.

**ERMELITA V. VALDEAVILLA**  
Chairperson