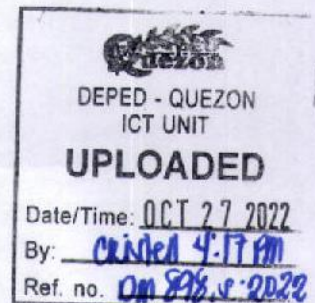




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



27 October 2022

**DIVISION MEMORANDUM**  
DM No. 898, s. 2022

**SUBMISSION OF 2023 REVISED/ADJUSTED GENDER AND DEVELOPMENT (GAD)  
PLAN AND BUDGET**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Division GAD Focal Point System  
District GAD Coordinators  
School GAD Coordinators  
All Others Concerned

1. In line with the **Memorandum Circular No. 2022-03** issued by the Philippine Commission on Women (PCW) regarding the **preparation and submission of the 2023 Gender and Development (GAD) Plan and Budget** and to align with the identified list of **priority gender issues and mandates** of the Department of Education (DepEd), this Office through the Division GAD Focal Point System (GFPS) advises all concerned regarding the **submission of the revised/adjusted 2023 GAD Plan and Budget**.
2. All school GFPSs are advised to **review, as necessary, the modality of implementing the GAD Programs, Activities and Projects (PAPs)** to adapt to the "New Normal" following the **Inter-Agency Task Force-Emerging Infectious Diseases (IATF-EID) Guidelines and Policies**.
3. Relative to this, **all District GAD Coordinators** are empowered to check whether the submitted GAD plan and budget of the schools for FY 2023 are aligned with the identified gender issues and mandates of the DepEd and are consistent with the set guidelines and policies of the IATF-EID. They may provide recommendations, if any, to help the schools improve the GAD plan and budget.

DEPEDQUEZON-TM-SDS-04-009-003



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4. To ensure the smooth and ease of submission and consolidation of the FY 2023 revised/adjusted GAD plan and budget, **all District GAD Coordinators** shall **provide necessary technical assistance** to the school GFPSs to shed light on the revision and adjustment of the GAD plan and budget for FY 2023.
5. **All District GAD Coordinators** shall submit the **consolidated FY 2023 revised/adjusted GAD plan and budget of the schools** to the Division Office through **tinyurl.com/2023DistGPB** on or before **October 30, 2022**.
6. Further, all schools are also advised to upload their **FY 2023 revised/adjusted GAD plan and budget** for reference of the Division GFPS through **tinyurl.com/2023Sc-GPB** not later than **October 28, 2022**.
7. All **shareable files** relative to the submission of the 2023 revised/adjusted GAD plan and budget can be downloaded through **tinyurl.com/GADtemplates23** for reference of the schools.
8. Please be informed that **all concerns of schools relative to the submission of the FY 2023 revised/adjusted GAD plan and budget** shall be coordinated directly and properly to the **District GAD Coordinators** for appropriate technical assistance.
9. For wide dissemination and strict compliance.

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

hrdmgd10/27/2022

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