



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



20 January 2023

**OFFICE MEMORANDUM**  
**OM No. 017, s. 2023**

**GENDER AND DEVELOPMENT (GAD) TRAINING NEEDS ASSESSMENT (TNA) SURVEY  
FOR SCHOOLS DIVISION OFFICE AND ITS SUB-OFFICES PERSONNEL**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Division Section/Unit Heads  
Division GAD Focal Point System  
All Others Concerned

In line with the **PCW-NEDA-DBM JC No. 2012-01** [Guidelines for the Preparation of Annual Gender and Development (GAD) Plans and Budgets and Accomplishment Reports to Implement the Magna Carta of Women], and the **DepEd Order No. 32, s. 2017** [Gender-Responsive Basic Education Policy], employees are required to regularly undertake orientations and capacity development on GAD which are relevant and needs-based to ensure clear understanding and appreciation on the said program.

Relative to the aforesaid mandates, all employees of the Division Office and its sub-offices are requested to accomplish the online survey on the training needs on GAD through **tinyurl.com/GAD-TNA23**.

The training needs information will be used in developing relevant learning activities for Fiscal Year (FY) 2024, and for informed decisions in GAD programs.

Please be advised that deadline of accomplishing the online survey form is on **February 10, 2023**. For reference on the content of the survey form, please see Enclosure.

For wide dissemination and strict compliance.

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

hrdmgd01/20/2023

DEPEDQUEZON-TM-SDS-04-010-003



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Enclosure to OM No. 017, s. 2023

**Screenshots of the TNA Survey Form**



## TRAINING NEEDS ASSESSMENT ON GENDER AND DEVELOPMENT

This form shall be used to collect information regarding the training needs of all the Division Office personnel regarding the implementation of gender and development (GAD). The information which will be gathered through this form will serve as reference in the preparation and development of GAD Plan and Budget for FY 2024, containing all relevant learning activities in the Division.

[sdo.quezon.gad@deped.gov.ph](mailto:sdo.quezon.gad@deped.gov.ph) [Switch account](#)



\* Required

Email \*

Your email

### DATA PRIVACY NOTICE

Pursuant to Data Privacy Act of 2012, the Department of Education – Division of Quezon recognizes \* the privacy and the security of your personal information. Please be informed, therefore, that by using this survey instrument, we may collect and store personal information about you. Rest assured that any information collected will be protected and will only be used for the said purpose of this survey. Should you have further questions, the Division GFPS members are ready to assist you. You may channel your concerns through [sdo.quezon.gad@deped.gov.ph](mailto:sdo.quezon.gad@deped.gov.ph)

I Agree

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DATA CONSENT FORM

I confirm that I have read and understood the purpose of this survey instrument. I also recognize that my participation in this survey is entirely voluntary and that I am free to withdraw at any time during the course of the survey without consequence. Further, I understand that any information resulting from this survey will strictly be treated confidential and solely be used for the stated purpose and that I may have opportunity to ask questions anytime. Hence, I agree to take part in this survey.

I Agree

INTELLECTUAL PROPERTY NOTE

This survey instrument is a property of the DepEd-Division of Quezon which is lifted on various relevant sources on gender and development. Hence, no part of this instrument may be reproduced in whatever forms without prior written permission from the Division.

Next

Clear form

**SURVEY INSTRUMENT**

General Guidelines:

This survey instrument aims to collect information regarding the training needs of Division Office employees in the implementation of gender and development program which will serve as reference in developing relevant GAD activities for Fiscal Year 2024, and for informed decisions in gender and development programs.

Please accomplish this tool with utmost honesty.

NAME (FIRST NAME, MI, SURNAME) \*

Your answer

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SEX ASSIGNMENT AT BIRTH \*

Choose

PART I. PERSONAL INFORMATION

1. Functional Division \*

Choose

2. Age \*

Choose

3. Years in Service (DepEd) \*

Choose

4. Highest Educational Attainment \*

Choose

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PART II. TRAINING NEEDS

Please assess your training needs by leveling your knowledge on the following given GAD topics. Consider the given continuum scale below as your reference in assessing your knowledge.

- 4 - Highly Knowledgeable (Has 76% - 100% knowledge on the given GAD topics)
- 3 - Moderately Knowledgeable (Has 51% - 75% knowledge on the given topics)
- 2 - Less Knowledgeable (Has 26% - 50% knowledge on the given GAD topics)
- 1 - Not Knowledgeable (Has 0% - 25% knowledge on the given GAD topics)

1. GAD Concepts \*

	4 - Highly Knowledgeable	3. Moderately Knowledgeable	2 - Less Knowledgeable	1 - Not Knowledgeable
1.1. Differences between Sex and Gender	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.2. Gender and Development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3. Gender Discrimination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.4. Gender Analysis	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.5. Gender Mainstreaming	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.6. GAD Planning and Budgeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.7. SOGIE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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2. GAD Policies and Mandates \*

	4 - Highly Knowledgeable	3. Moderately Knowledgeable	2 - Less Knowledgeable	1 - Not Knowledgeable
1.1. Convention on the Elimination of All Forms of Discrimination Against Women (UN CEDAW)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.2. Beijing Platform for Action (BPFA)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3. Sustainable Development Goals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.4. Republic Act 9710 (Magna Carta of Women)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.5. Women's				
1.8. DepEd Order No. 32, s. 2017: Gender-Responsive Basic Education Policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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3. GAD Tools \*

4 - Highly Knowledgeable    3. Moderately Knowledgeable    2 - Less Knowledgeable    1 - Not Knowledgeable

3.1. Harmonized Gender and Development (GAD) Guidelines

                                                                

3.2. Enhanced Gender Mainstreaming Evaluation Framework (GMEF)

                                                                

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**Submit**

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