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	DIVISION MEMORANDUM		Name of Office: CID


DepED DIVISION OFFICE
 BAGUIO CITY
DEC 27 2019
RELEASED

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
 Division Memorandum No. 673, s. 2019

**SUBMISSION OF GENDER AND DEVELOPMENT (GAD) ACCOMPLISHMENT REPORTS
 FOR CALENDAR YEAR 2019**

To: Chiefs
Education Program Supervisors
Public Schools District Supervisors
School heads: Secondary and Elementary
Unit Heads, Division Office
All Program Owners, DepEd and SEF Funded

1. In compliance with the provisions of DepEd Order No. 32, s. 2017, re: “*Gender Responsive Basic Education Policy*,” and DepEd Order No. 63, s. 2012 re: “*Guidelines on the Preparation of GAD Budgets and Submission of Accomplishment Reports*,” all Projects, Activities, and Programs (PAPs) owners/implementers who conducted their approved proposals for calendar year 2019, whether DepEd-Funded or Special Education Funded (SEF), shall submit their accomplishment reports using the attached format in Enclosure 1, *on or before January 6, 2020*.
2. In our course of improving our reporting system regarding the 5 % gendered programs and projects, all program/project owners in the Division Office, as well as school heads with allotted MOOE’s are advised to review their lists of participants on trainings/orientations/workshops and account for male and female participations to be considered in the GAD Accomplishment Reports (AR).
3. Data on the number of males and females who benefited from the said projects shall be indicated under the actual result (outputs/outcomes) in column 7. Column 10 shall indicate any deviation as well as factors that have facilitated or hindered the implementation of the PAP’s.
4. Accomplishment Reports from the Division and Schools shall be submitted to *Ms. Djuizelle P. Dacay*, CID secretary.
5. Immediate dissemination of this memorandum is desired.


MARIE CAROLYN B. VERANO, CESO V
 Schools Division Superintendent
 Schools Division of Baguio City

Enclosure 1

**ANNUAL GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET
FY 2019**

NAME OF SCHOOL: _____

District: _____

TOTAL AMOUNT OF MOOE: _____

GAD Mandate/ Gender Issue	Cause of Gender Issue	GAD Objectives	Relevant Agency/MFO/ PAP	GAD Activities (Interventions or activities in response to gender issues, concerns, GAD Mandates)	Performance Indicator's Targets Participants: M= F= Total=	Actual Results (Outputs/ Outcomes) Participants: M= F= Total=	Approved Budget MOOE= PS=	Actual Cost/ Expenditure MOOE= PS=	Variance/ Remark *Any deviation from the target participants vs. actual attendees; approved budget vs. actual cost * Include reasons for the deviation
A. CLIENT- FOCUSED									
1.									
2.									
B. ORGANIZATION FOCUSED									
1.									
2.									

Prepared by :

School Head