



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY

DEPED DIVISION OFFICE  
BAGUIO CITY

**RELEASED**  
DATE: MAR 10 2023  
TIME: \_\_\_\_\_  
BY: \_\_\_\_\_

March 9, 2023

DIVISION MEMORANDUM  
No. 100 s. 2023

**PROMOTING GENDER EQUALITY, DISABILITY AND SOCIAL INCLUSION  
(GEDSI) THROUGH GAD RESPONSIVE PPAs**

1. Relative to the agency's mandate of implementing Gender and Development (GAD) across all governance levels, this Office reiterates the key points to be remembered in developing GAD responsive proposals. One of the most important aspects of successful concept notes and proposals is the effective incorporation of gender equality, disability, and social inclusion (GEDSI) considerations. This aims to guide the proponent through the process of effectively incorporating GEDSI considerations into the project.
2. Pursuant to this mandate, all offices and schools involved in the preparation of project proposals are required to comply with the following and attach the required documents:
  1. Duly accomplished HGDG Tool with the signature of the rater.
  2. Data with Gender analysis
  3. WFP indicating the budget aligned with GAD Plan and Budget
  4. Other MOVs such as minutes of meeting/FGD during the planning of the activity, attendance, memoranda, terms of reference and related documents.
4. All program owners are directed to ensure that proposals are aligned with GAD Plan and Budget and shall comply with all the attachments. Please refer to the attached HGDG format.
5. For information, guidance and compliance.

  
**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
Schools Division Superintendent