



Republic of the Philippines
Department of Education
CARAGA REGION

OCT 07 2024

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REGIONAL MEMORANDUM

ESSD – 2024 - 1052

To: Schools Division Superintendent) Division of Butuan City
All Others Concerned

PARTICIPATION TO THE TRAINING-WORKSHOP FOR THE PREPARATION OF GAD PLAN AND BUDGET (GPB) AND GAD-ACCOMPLISHMENT REPORT BATCH 1

1. The Bureau of Human Resource and Organizational Development (BHROD)-Employee Welfare Division issued DM-OUHROD 2024-1720 dated September 3, 2024, urging every region to send 2 participants for the *Training Workshop for the Preparation of the GAD Plan and Budget (GPB) and GAD Accomplishment Report (GAD-AR) Batch 1* on October 21-25, 2024, at NEAP-R12, General Santos City.
2. Anent this, Ms. Fe Baring, the alternate Regional GAD Coordinator of Dr. Adrilene Mae J. Castaños, who is attending to equally important activities on similar dates together with Ms. Evangeline Razon, the Division GAD Coordinator of Butuan City are requested to participate in the training-workshop mentioned above. (Note: please clarify if only Fe Baring is requested to attend. If so, there is no need to mention the other two)
3. The identified participants' travel expenses and other incidental expenses shall be charged to the Local Funds, subject to the usual accounting and auditing rules and regulations.
4. For more details, please refer to the attached memorandum from the office of the BHROD-EWD 2024-1720 and Advisory dated September 30, 2024, herewith attached.
5. For immediate dissemination and compliance.

MARIA INES C. ASUNCION
Director III
Officer-In-Charge
Office of the Regional Director

Encl/s.: As Stated.

Reference/s: NONE

To be indicated in the Perpetual Index
under the following subjects:

GAD PLAN AND BUDGET

PARTICIPATION TRAINING-WORKSHOP

ESSD/ajc
10/7/2024



Republika ng Pilipinas

Department of Education

BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

Employee Welfare Division

ADVISORY

September 30, 2024

ADMIN NOTES FOR THE TRAINING WORKSHOP ON THE PREPARATION OF GAD PLAN AND BUDGET (GPB) AND ACCOMPLISHMENT REPORT (AR) BATCH I

This has reference to the Memorandum No. DM-OUHROD-2024-1720 dated September 3, 2024, titled "*Training Workshop on the Preparation of GAD Plan and Budget (GPB) and Accomplishment Report (AR) Batch I*," please be informed that the venue for the **activity** will be at the **NEAP Region XII-DEPED NEAP GENERAL SANTOS CITY, from October 21 - 25, 2024.**

All participants are enjoined to observe and be informed of the following:

1. Registration

Upon arrival at the venue, all participants are requested to register and sign the attendance sheet at the registration booth on Day 1, October 21, 2024 (Monday).

2. Transportation

As per the Memorandum, no vehicle transportation shall be arranged for this activity, and traveling expenses shall be charged against the local funds of the participants' respective offices.

3. Room Arrangements and Function Room

You will receive instructions regarding room assignments and function room upon registering at the front desk of **NEAP Region XII-General Santos City.**

4. Meals

Kindly refer to the table below for the details.

Day/Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner
*October 21 Day 0	X	X	✓	✓	✓
October 22 Day 1	✓	✓	✓	✓	✓
October 23 Day 2	✓	✓	✓	✓	✓
October 24 Day 3	✓	✓	✓	✓	✓
October 25 Day 4	✓	✓	✓	✓	X

*The venue for lunch will be provided upon registration.

5. Attire

Everyone is advised to wear comfortable clothing throughout the duration of the training.

6. Things to bring

We encourage everyone to bring their personal stuff and items such as medications and other health-related maintenance. Bringing of laptops and extension cords are also welcome.

7. Miscellaneous

For administrative arrangement concerns and/or emergencies, you may contact the following EWD- GAD Secretariat Staff:

A. Maher T. Usman

Contact Number: 09098370810

B. Sheila Marie Tinagan

Contact Number: 09474966365

8. For more details, concerns, and other clarifications, you may contact the Employee Welfare Division, at telephone number (02) 8633 – 7299 or email at bhrod.ewd@deped.gov.ph.

For information and guidance.


MARIO M. BERMUDEZ

Director III 

Officer-in-Charge, Office of the Director IV
Bureau of Human Resource and Organizational Development



Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
OM-OUHROD-2024-1741

TO : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Division Chiefs
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Regional Director
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : **TRAINING WORKSHOP ON THE PREPARATION OF GAD PLAN
AND BUDGET (GPB) AND ACCOMPLISHMENT REPORT (AR) -
BATCH II**

DATE : **03 SEPTEMBER 2024**

Section 35 of the General Provisions of the General Appropriations Act (GAA) of Fiscal Year (FY) 2024 provides that all agencies of the government shall formulate a GAD Plan designed to address gender issues within their concerned sectors or mandate and implement the applicable provisions under Republic Act No. 9710 or the *Magna Carta of Women (MCW)*, the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), the Beijing Platform for Action (BPfA), the Philippine Plan for Gender-Responsive Development (1995 - 2025), and the Philippine Development Plan (2017 - 2022). The GAD Plan shall be integrated in the regular activities of the agencies which shall be at least five percent (5%) of their budget.

Based on the latest COA Audit Observation Memorandum (AOM) No. 2024-016-OSEC (2023) titled the *Implementation of Gender and Development (GAD) Programs and Activities*, the Department of Education (DepEd) failed to comply with the mandatory requirement of allocating at least 5% of the total appropriation for GAD programs, projects and activities contrary to Section 36 (a) of the MCW, and had not submitted the Philippine Commission on Women (PCW)-endorsed GAD Plan and Budget and the corresponding Accomplishment Report during the year contrary to PCW-National Economic Development Authority (NEDA)-Department of Budget and Management (DBM) Joint Circular No. 2022-01, thus planned GAD programs and



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activities as well as the accomplishments were not evaluated within the context of the agency's mandate.

In order to address these findings, the Bureau of Human Resource and Organizational Development – Employee Welfare Division (BHROD-EWD) – GAD Secretariat, together with the PCW, will be conducting the Training and Workshop on the Preparation of GAD Plan and Budget (GPB) and Accomplishment Report (AR).

This activity aims to equip the identified program owners and implementers with the necessary skills and competencies in preparing the GPB and AR. This training is scheduled from **14 - 18 October 2024, venue to be confirmed**. Further administrative and logistical details of this training shall be issued afterwards.

Expenses to be incurred throughout the duration of the training, such as food, board and lodging, shall be charged to the BHROD-EWD fund, subject to the usual accounting and auditing rules and regulations.

Travel and other expenses of the participants shall be charged to their respective local funds, subject to the usual accounting and auditing rules and regulations.

All participants are requested to bring their laptops, extension cords, and other necessary writing and notetaking materials/devices that will aid in optimal learning experience.

In addition, all concerned participants are requested to pre-register **on or before 20 September 2024**, through this link: <https://forms.office.com/r/Buii5zHJJ9>.

Should you have immediate queries, please contact the BHROD-EWD GAD Secretariat through telephone numbers at (2) 8633-7229 / (02) 8635-3760 or email at gfps.secretariat@deped.gov.ph.

Thank you.

[BHROD-EWD/ Montecillo]



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ANNEX

**Technical Training of the GAD Plan and budget (GPB) for DepEd CO GAD
Coordinators
14 – 18 October 2024**

List of Participants

No.	Program / Bureau	Slots
1	Curriculum and Teaching	
	Bureau of Curriculum Development	2
	Bureau of Learning Resources	2
	Bureau of Learning Delivery	2
	Bureau of Education Assessment	2
	Bureau of Alternative Education	2
2	School Infrastructure and Facilities	2
3	Administration	
	Planning Service	2
	Information and Communications Technology Service	2
4	Procurement	2
5	Operations	
	Learner Rights and Protection Office	2
	Disaster Risk Reduction Management Service	2
	Bureau of Learner Support Services	2
6	Legal and Legislative Affairs	2
7	Bureau of Human Resource and Organizational Development	
	Personnel Division	2
	Organization Effectiveness Division	2
	School Effectiveness Division	2
	National Educators Academy of the Philippines	2
	Teacher Education Council Secretariat	2
8	Finance Service	
	Accounting Division	2
	Budget Division	2
	Project Management Service	2
	Government Assistance and Subsidies Office	2