



Republic of the Philippines
Department of Education
CARAGA REGION



October 5, 2020

REGIONAL MEMORANDUM
No. 422, s. 2020

To: ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL RO-FUNCTIONAL DIVISION CHIEFS
This Region

**PREPARATION AND SUBMISSION OF GENDER AND DEVELOPMENT (GAD) PLAN
AND BUDGET 2021 AND GAD ACCOMPLISHMENT REPORT 2020 FOR
CONSOLIDATION IN THE REGIONAL OFFICE**

1. Pursuant to Memorandum DM-PHROD- 2020-00335, all Schools Division Offices and RO-Functional Divisions are requested to submit their Gender and Development (GAD) Plan and Budget 2021 to the Regional GAD coordinator not later than October 9, 2020 for consolidation.
2. For easy consolidation of the GPBs of all SDOs and ROs, we are advised to observe the GPB Guide for DepEd offices enumerated in the attached document.
3. Furthermore, the SDOs are also requested to submit their GAD Accomplishment report 2020 to the Regional GAD Coordinator's email ad: adrilenemae.castanos@deped.gov.ph not later than October 30, 2020 for consolidation and submission to CO.
4. For immediate compliance.


FRANCIS CESAR B. BRINGAS, CESO V
Regional Director

Encls.: Memorandum DM-PHROD- 2020-00335
Reference: PCW Memorandum Circular No. 2020-05
To be indicated in the Perpetual Index
under the following subjects:

GAD ACCOMPLISHMENT REPORT
GAD-AR SUBMISSION

GAD PLAN AND BUDGET 2021
GPB PREPARATION

ESS/ajc
10/5/2020



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020



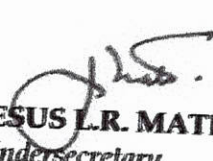
Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

MEMORANDUM

DM-PHROD-2020-00335

TO: Regional Directors
Regional Gender and Development (GAD) Focal Point Systems
School Division Gender and Development (GAD) Focal Point Systems
All others concerned

FROM: 
JESUS L.R. MATEO
Undersecretary
Planning and Human Resource and Organizational Development

SUBJECT: Preparation and Submission of Gender and Development (GAD) Plans and Budgets for fiscal year 2021 of Field Offices

DATE: 21 September 2020

In reference to Memorandum Circular No. 2020-05 of the Philippine Commission on Women (PCW) on the Preparation and Online Submission of Fiscal Year (FY) 2021 Gender and Development (GAD) Plans and Budgets, and in accordance with Section 36 of the Magna Carta of Women (MCW), we call on our DepEd Central and Field Offices to prepare and submit their GAD Plans and Budgets (GPBs) for FY 2021.

- A. The following shall be observed in the crafting of GPBs to serve as a guide:
1. The gender issues/GAD mandates and corresponding GAD programs, activities, and projects (PAPs) to be included in the GPB should be within the context of the agency's mandates. In identifying gender issues and corresponding GAD PAPs, agencies shall include those that directly respond to mandates provided in international and national laws, commitments and plans on women and gender equality.
 2. The identification of gender issues and GAD PAPs shall also be informed by results of genders analysis and gender audit, particularly the application of the Gender Mainstreaming Evaluation Framework (GMEF).
 3. The agency shall prioritize addressing gender issues brought about by the COVID-19 pandemic. The Department of Budget and Management (DBM) has provided instructions under National Budget Memorandum No. 136, dated 21 May 2020 for the review and reprioritization PAPs toward containing the spread and mitigating the effects of COVID-19 pandemic. In addition, the agency is encouraged to use the Harmonized Gender and Development Guidelines (HGDG) tool to ensure the gender-responsiveness of PAPs to be implemented.
 4. The GAD PAPs should contribute to the DepEd GAD goal which aims to ultimately reduce disparities in enrollment, completion, participation, cohort survival, and learning achievement between boys and girls.

[PHROD-EWD/Valdaz]
DM-PHROD-2020-00335



Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

5. GAD Plans and Budget template should include the following information. Kindly follow the entry format given below especially in providing your region, the school division office, and the specific responsible unit or office.

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/ GAD Objective	Relevant Agency MFO/PAP	GAD Activity	Output Performance and Target	GAD Budget	Source of Budget	Responsible Unit/Office
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<i>Example</i>								
No proper facilities to address reproductive needs of women and men employees and clients of DepEd such as lactation rooms/child minding centers, etc.	Women employees are not aware of proper lactation practices and importance of breastfeeding	To spread awareness on proper lactation practices and importance of breastfeeding	MFO 2: Basic Education Services	Region X/SDO X Orientation thru webinars on RA 10028 - to increase awareness and promotion of breastfeeding	Two (2) GAD awareness orientation for DepEd CO employees; 100 number of participants	2 half-day *300*100 pax = 30,000 Honorarium = 10,000 Php 40,000	General Fund/ 2021 GAA	Region X/SDO X_Office

A. List of Common Gender Issues & GAD Mandates

Number	Gender Issues COVID-19-Related
1	Lack of sex-disaggregated data to be used in planning, implementation, and monitoring of DepEd PPAs in view of the COVID-19 situation <i>Example of Activity/ies:</i> - Preparation of survey/questionnaire pertaining to sex-disaggregated data related to COVID-19 situation - Administration of survey/questionnaire - Listing of COVID-19-related data
2	Limited capacities of GFPS Members & Coordinators to execute GAD PPAs in different communication platforms (i.e. online, face to face, etc.) <i>Example of Activity/ies:</i> Conduct of webinars, seminars, training, etc. to improve the mental and psychosocial wellness of employees
3	Lack of gender health advocacies, protective equipment and measures in DepEd Offices & Schools for COVID-19 prevention and mitigation <i>Example of Activity/ies:</i> Provision of personal protective equipment (PPE) that are appropriate to the size of women and men
4	Higher risk of sexual and gender-based violence during COVID-19 pandemic <i>Example of Activity/ies:</i> - Creation of reporting mechanism of learners on online exploitation - Creation of a referral system in reporting cases related to women and vulnerable children abuse during community quarantine



Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

Gender Issues Non-COVID-19-Related	
5	Low level of appreciation of DepEd on Gender and Development (GAD)
6	Lack of awareness and appreciation on gender equality and gender issues within DepEd
7	Limited capabilities of DepEd GFPS on gender analysis, application of gender analysis tools, GAD Planning and Budgeting, and monitoring of GAD accomplishments
8	Lack of recognition of GAD efforts of DepEd implementing units and schools
9	No proper facilities to address the reproductive needs of women and men employees and clients of DepEd such as lactation rooms/childminding centers, etc.
10	Pervasive use of sexist language in the workplace
11	Lack of sex-disaggregated data for use in planning, implementation, and monitoring of DepEd PPAs
GAD Mandates	
1	DepEd Order No. 32, s. 2017: DepEd Gender-Responsive Basic Education Policy
2	DepEd Order No. 40, s. 2012: DepEd Child Protection Policy
3	RA 9710: The Magna Carta of Women & Public School Teacher
4	RA 9262: Anti-Violence Against Women and their Children Act of 2004

B. What can be charged to GAD Budget?

1. PAPs included in the PCW/ endorsed GAD plan, including relevant expenses such as supplies, travel, food, board and lodging, professional fees among others;
2. Capacity development on GAD;
3. Activities related to the establishment and strengthening of enabling mechanisms that support the GAD efforts of agencies (e.g. GAD Focal Point System, VAW desks, among others);
4. Salaries of agency personnel assigned to plan, implement and monitor GAD PAPs on a full-time basis, following government rules in hiring and creating positions;
5. Salaries of agency personnel assigned to plan, implement and monitor GAD PAPs on a full-time basis, following government rules in hiring and creating positions;
6. Salaries of policewomen and men assigned to women's desks;
7. Agency programs to address women's practical and strategic needs (e.g. daycare center, breastfeeding rooms, crisis or counseling rooms for abused women);
8. Consultations conducted by agencies to gather inputs for and/or to disseminate the GAD plan and budget;
9. Payment of professional fees, honoraria and other services for gender experts or gender specialists engaged by agencies for GAD-related training and activities; and
10. IEC activities (development, printing, and dissemination) that support the GAD PAPs and objectives of the agency.

C. What cannot be charged to GAD Budget?

1. PAPs that are not in the agency's PCW endorsed GAD plan;
2. Personal services of women employees UNLESS they are working full time or part-time on GAD PAPs;
3. Honoraria for agency GAD Focal Point System members or other employees working on their agency GAD-programs;
4. Salaries of casual or emergency employees UNLESS they are hired to assist in GAD related PAPs;



Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

5. Expenses that CANNOT be charged to the GAD budget Provision for contingency funds or "other services" of PAPs;
6. Car-pooling, gas masks for traffic/ environment enforcers, among others; Purchase of supplies, materials, equipment, and vehicles for the general use of the agency.

D. Process of Submission of GPBs for FY 2021

1. The DepEd Central Office and Regional Offices, thru its Regional GAD Focal Point System (GFPS), shall prepare its GAD Plans and Budgets.
2. The DepEd Regional Offices, thru its Regional GFPS, shall also collect, review and consolidate the GPBs of its respective Schools Division Offices and Schools, and shall integrate it with its regional GPB.
3. A copy of the approved consolidated regional GPB in excel format shall be emailed to the DepEd CO-GFPS together with a scanned copy of the approved document and email it to depedco.gfps@gmail.com with email subject "GAD Plans and Budget for FY 2021_[Name of Region]". Deadline is by **16 October 2020**.
4. The DepEd CO GFPS shall consolidate, review and encode the complete DepEd GPB in the GMMS.
5. Upon securing PCW's endorsement, the DepEd CO-GFPS Secretariat shall release a copy of the PCW endorsement to all Regional GFPS.
6. All DepEd Offices shall conduct only the PCW-endorsed PPAs.

All Regional GFPS shall provide an updated directory containing its members, their email addresses, mobile number and other contact information by filling up and submitting the accomplished template accessible in bit.ly/ROGFPSDirectory.

Furthermore, all DepEd Regional Office are also hereby requested to submit electronic copy of their DepEd Regional GAD Accomplishment Report for FY 2020 and 2021 with email subject "GAD Accomplishment Report for FY 2020_[Name of Region]" or "GAD Accomplishment Report for FY 2021_[Name of Region]" accordingly to the DepEd CO GFPS at depedco.gfps@gmail.com by **December 4, 2020**. For templates, you may refer to the attached excel file.

For your guidance and strict compliance.

Thank you.