



Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE



October 3, 2023

DIVISION MEMORANDUM

No. 59, s. 2023

**RECONSTITUTION OF THE COMPOSITION OF GENDER AND DEVELOPMENT
FOCAL POINT SYSTEM OF SDO MARINDUQUE**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary and Secondary Schools
All Others Concerned

1. In accordance with DepEd Order No. 32, s. 2017 entitled "Gender-Responsive Basic Education Policy" which mandates the institutionalization of the Gender and Development (GAD) Focal Point System in all levels of governance, the GAD Focal Point System (GFPS) in Schools Division of Marinduque is hereby reconstituted, to wit:

GFPS Chairperson : **LYNN G. MENDOZA, EdD**
Schools Division Superintendent

Technical Working Group
Head : **FELIX M. FAMARAN**
Assistant Schools Division Superintendent

Division GAD Coordinator : **MAITA M. LAZARES**
Education Program Supervisor, SGOD

Members : **MA. CECILIA S. MANAY**
Chief Education Supervisor, SGOD

JOHN M. CHAVEZ
Chief Education Supervisor, CID

ARLENE M. MARASIGAN
Administrative Officer V- Finance

JOHN DHELTER P. PASTRANA
Accountant III

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MAY BERNADETH O. DE LA ROSA
Administrative Officer V

MARISOL O. LUARCA
Planning Officer III

CRISTINA R. RAZA
Education Program Supervisor, CID

MARIDELL F. HERMOSA
Administrative Officer IV

ATTY. AYZEL LEA R. PALMERO
Attorney III

Secretariat Head : **KYLE DAVID V. ATIENZA**
Senior Education Program Specialist, HRDS

Members : **ABET R. FAUNDO**
Education Program Specialist II, HRDS

ENGR. DAVID M. ZOLETA, JR.
Information Technology Officer I

GLAIZA T. PALATINO
Project Development Officer I

JOSEFINA P. BRUAL
Project Development Officer I

MISTY L. PAGUIO
Administrative Assistant III

Monitoring and Evaluation : **FRETZIE P. ALCANTARA, EdD**
Senior Education Program Specialist, SMME

REY R. RAYMUNDO
Education Program Specialist II, SMME

BERNADITH R. LACERNA
Senior Education Program Specialist, PRS

2. The functions of the GAD Focal Point Persons are as follows:

- a. lead in the gender mainstreaming in policies, plans and programs projects and activities (PPAs) and in the assessment of the gender-responsiveness of systems, structures, policies, procedures and programs based on priority thrusts, needs, and concerns of DepEd for its stakeholders, particularly students, teachers and employees;
- b. analyze programs and projects using the Harmonized GAD Guidelines for Programs and Projects to determine their gender sensitivity;

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- c. recommend formulation/revision of policies in advancing women's status and child protection;
- d. lead in the review and updating of sex-disaggregated data for GAD database to serve as basis in the performance-based gender responsive planning;
- e. implement advocacy activities, including the development of information, education and communication materials to ensure consciousness-building and generating support for GAD;
- f. identify gender issues arising from gender analysis and audit to serve as basis for determining PPAs in the GAD Plan;
- g. prepare GAD plans and budgets and accomplishments reports and ensure their timely submission to the Central Office (CO) GAD Focal Point Person (Attention: GAD Secretariat, Staff Development Division-Human Resource Development Service (SDD-HRDS), 2F Teodora Alonzo Bldg., DepEd Central Office, DepEd Complex, Meralco Avenue, Pasig City);
- h. ensure the effective and efficient implementation of the GAD Plan and PPAs and the judicious utilization of the GAD budget;
- i. recommend awards, recognition and other incentives (including performance-based bonus (PBB) to outstanding institutional GAD programs, activities and projects for GAD Focal Point members and other personnel/teachers;
- j. build and strengthen partnership with all GAD Focal Point Persons in the Department, the Philippine Commission on Women (PCW), National Economic and Development Authority (NEDA), Department of Budget and Management (DBM), GAD-non-government organization (NGOs) and other partners; and
- k. coordinate GAD effort of all offices/units.

3. Immediate dissemination of this Memorandum is hereby directed.



LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent *N*

Encls: None

Reference: DepEd Order 32, s. 2017

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

COMMITTEES

ORGANIZATIONS

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