



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

Department of Education
Division of Marinduque

**RECORDS SECTION
RELEASED**

Name: 004207

Signature: [Signature]

Date: OCT 30 2024

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads, Units/Sections
Heads, Public Elementary and Secondary Schools
All Others Concerned

FROM:  LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

SUBJECT: **ONLINE FINAL REVIEW AND REFINEMENT OF GPB FY 2025**

DATE: October 28, 2024

1. The Schools Division Office of Marinduque through the School Governance and Operations Division-Special Programs and Projects shall conduct an Online Final Review and Refinement of the Gender and Development Plans and Budgets (GPB) for FY 2025 on October 31, 2024 via MS Teams (<https://tinyurl.com/GPB2025REVIEW>.) This review is designed to evaluate the alignment of each school's GPB with identified gender issues and ensure that the plans adhere to GAD mandates.

2. The objectives of this activity include reviewing the consistency of the submitted GPBs with the Harmonized Gender and Development Guidelines (HGDG) tools, determining the effectiveness of the proposed programs and activities, and identifying areas for improvement. Constructive feedback will be provided to enhance the quality and impact of GAD initiatives across the division.

3. All School Heads or School GAD Coordinators are required to participate in this activity. They should prepare the following documents for the activity: their accomplished GPB FY 2025, the HGDG Design Checklist, and the Activity Proposal. Their involvement is crucial in ensuring the successful implementation of GAD programs and promoting gender-responsive initiatives in their respective schools.

4. For teacher-participants, please ensure that arrangements are made for their classes, either by designating a substitute teacher or assigning classwork while they attend the online activity.

5. Wide dissemination of the contents of this Memorandum is desired.

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Lead to Excel. Excel to Lead."*

SGOD-SPP-MML



Malusak, Boac, Marinduque
Email: marinduque@deped.gov.ph
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
Facebook Page: DepEd Tayo Marinduque