



Division Memorandum

No. 277 s. 2018

To: Public Schools District Supervisors

From: **ATTY. DONATO D. BALDERAS, JR.**
Schools Division Superintendent


Subject: Division Monthly Planning Conference of District and School GAD Coordinators

Date: July 16, 2018

Particulars

1. Please be informed that the Division Planning Conference of District and School GAD Coordinators shall be at the CB MALL URDANETA CITY on July 20, 2018 at 8:30 AM.
2. The planning conference aims to 1) address the enduring and emerging gender and sexuality-related issues in basic education 2) promote the protection of children from all forms of gender-related violence, abuse, exploitation, discrimination, and bullying, and 3) promote gender equality and non-discrimination in the work place.
3. The participants are the following:

Division GAD Coordinator	1
Division GAD Alternate	1
Division SDD Consolidator	1
PDO	1
District Coordinators	32
District SDD Consolidators	32
Elem GAD Coordinators (3 participants/district)	96
HS GAD Coordinators	117
HS GAD SDD (for IUs only)	<u>50</u>
Total	331
4. Participants shall bring their updated district/school SDD, laptop and GAD Integration Reports for the months of June and July 2018.
5. No registration fee shall be collected. However, any incidental expenses like travel expenses and other allowable expenses incurred by the participants during the conduct of the conference shall be charged against SCHOOL MOOE (attributed to GAD Fund) subject to the usual accounting rules and regulations.
6. See attached Template for the Submission of your GAD Focal System (in short bond paper). Elementary Schools shall submit their reports per district c/o District GAD Coordinator.
7. For your guidance and information.


ATTY. DONATO D. BALDERAS, JR.
Schools Division Superintendent

APPROVED FOR TRANSMISSION



Region I
PANGASINAN DIVISION II
Canarvacanan, Binalonan, Pangasinan

For Elementary Schools District

Elementary District: _____
Municipality: _____

PSDS: _____
Contact Number: _____

	Name	Position	Contact Number
District GAD School Head In-Charge			
Alternate(SH)			
SDD District Consolidator			



Region I
PANGASINAN DIVISION II
Canarvacanan, Binalonan, Pangasinan

For Elementary Schools

School: _____
Municipality: _____

Elementary District: _____
Congressional District: _____

**School GAD Focal Point System
CY 2018**

	Name	Position	Contact Number
GAD Focal Person (School Head)			
Members:			
School Coordinator			
Master Teacher or Key Teacher			
Grade Level Coordinators (1 per Grade level (for Big Schools with at least 5 sections))			
Guidance Counselor/Teacher			
School Bookkeeper			
Administrative Asst.			
SDD Consolidator			



Region I
PANGASINAN DIVISION II
 Canarvacanan, Binalonan, Pangasinan

For Secondary

(Schools with less than 50 teaching and non-teaching personnel)

School: _____

Elementary District: _____

Municipality: _____

Congressional District: _____

GAD Focal Point System
 CY 2018

	Name	Position	Contact Number
Focal Point Person (School Head)			
Members:			
School Coordinator(1)			
Master Teacher or Key Teacher(1)			
Department Head(1)			
Guidance Counselor or Guidance Teacher(1)			
School Bookkeeper(1)			
Administrative Asst.(1)			
SDD Encoder			



Region I
PANGASINAN DIVISION II
 Canarvacanan, Binalonan, Pangasinan

For Secondary

(Schools with complete Department Head/more than 50 personnel)

School: _____

Elementary District: _____

Municipality: _____

Congressional District: _____

GAD Focal Point System
 CY 2018

	Name	Position	Contact Number
Focal Point Person (School Head)			
Members			
SHS Principal/OIC(1)			
Department Head In-Charge of GAD (1)			
School GAD Coordinator(1)			
GAD Co-Coordinator per learning area			
Guidance Counselor or Guidance Teacher(1)			
Accountant (1)			
Cashier(1)			
Bookkeeper(1)			
SDD Encoder/Consolidator(1)			