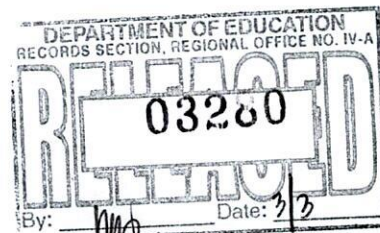




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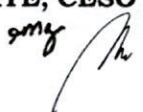
02 March 2023

**Regional Memorandum**  
No. 118 s. 2023

**RECONSTITUTION OF THE COMPOSITION OF THE  
REGIONAL GENDER AND DEVELOPMENT FOCAL  
POINT SYSTEM (GFPS) AND SUBMISSION  
OF THE SDO GFPS**

To **Assistant Regional Director**  
**Functional Division Chiefs**  
**Schools Division Superintendents**  
**All Others Concerned**

1. With reference to DepEd Order N. 27, s. 2013 titled Guidelines and Procedure on the Establishment of DepEd Gender and Development (GAD) Focal Point System (GFPS) at the Regional, Division and School Levels and DepEd Order No. 32, s. 2017 titled Gender-Responsive Basic Education Policy, this Office hereby presents the attached Reconstituted Regional GFPS. (Enclosure No.1)
2. The tasks and functions of the members of the GFPS shall be part of their regular key result areas (KRAs), work plans and performance assessment indicators, and shall be given due consideration in the entire performance management system.
3. Capacity development programs shall be provided to the GFPS members to enhance skills on gender sensitivity training, gender analysis, gender-responsive planning and budgeting, gender audit and other updates on GAD related laws, policies, and instruments. Please refer to Enclosure No. 2 for the functions of the GFPS.
4. Likewise, this Office requests each schools division office to submit their GAD FPS via email at [region4a@deped.gov.ph](mailto:region4a@deped.gov.ph) attention: Nadina Gatton on or before March 10, 2023.
5. Immediate dissemination of and compliance with this Memorandum are highly expected.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director 

06/ROH3/ROH1



**Address:** Gate 2, Karangalan Village, Cainta, Rizal  
**Telephone Nos.:** 02-8682-5773/8684-4914/8647-7487  
**Email Address:** [region4a@deped.gov.ph](mailto:region4a@deped.gov.ph)  
**Website:** [depedcalabarzon.ph](http://depedcalabarzon.ph)



HRDD-RM-2023-118



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 REGION IV-A CALABARZON

Enclosure No. 1

**RECONSTITUTED COMPOSITION OF THE REGIONAL GAD FOCAL POINT SYSTEM (GFPS)**

<b>Designation</b>	<b>Name</b>	<b>Sex</b>	<b>Office</b>	<b>Alternate</b>	<b>Sex</b>
GFPS Head or Chairperson	<b>Atty. Alberto T. Escobarte, CESO II</b> Regional Director	M	Office of the Regional Director		
Head, Technical Working Group (TWG)	<b>Cherrylou D. Repia</b> Assistant Regional Director	F	Office of the Regional Director		
Member	<b>Rey S. Valenzuela</b> Information Technology Officer	M	ICT Unit	<b>Melvin DL. Punzalan</b> Computer Programmer	M
Member	<b>Atty. Jocelyn Buclog</b> Attorney IV	F	Legal Unit	<b>Atty. Marianne A. Dilag</b> Attorney III	F
Member	<b>Ariel M. Azuelo</b> Administrative Officer V	M	PAU	<b>Blessie Sotomayor</b> Administrative Assistant I	M
Member	<b>Viernalyn M. Nama</b> Chief Education Supervisor	F	CLMD	<b>Lhovie C. Damian</b> Teaching Aid Specialist	F
Member	<b>Michael Girard R. Alba</b> Chief Education Supervisor	M	ESSD	Wilbert Ulpindo	M
Member	<b>Job S. Zape, Jr.</b> Chief Education Supervisor	M	FTAD	<b>Andrea Mabel E. Abrencillo</b> Education Program Supervisor	F
Member	<b>Elino S. Garcia</b> Chief Education Supervisor	M	PPRD	<b>Liezel M. Selda</b> Statistician I	F



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Member	<b>Anne Geralyn T. Pelias</b> Chief Administrative Officer	F	Administrative Services Division	<b>Angelina R. Mendiola</b> Supervising Administrative Officer	F
Member	<b>Marites L. Gloria</b> Chief Administrative Officer	F	Finance Division	<b>Anselmo Lajeras, Jr.</b> Administrative Officer II	M
Member and Regional GAD Coordinator	<b>Nadina G. Gatton</b> Education Program Supervisor	F	Human Resource Development Division	<b>Jonalyn B. Pattalitan</b> Education Program Specialist	F
Head of Secretariat	<b>Eduarda M. Zapanta</b> Chief Education Supervisor	F	Human Resource Development Division	<b>Jisela N. Ulpina</b> Education Program Supervisor	F
Secretariat	<b>Meliza G. Liporada</b>	F	ORD		
	<b>Mark Anthony R. Malonzo</b>	M	HRDD		
	<b>Glenda E. Dela Torre</b>	F	HRDD		
	<b>Joseph C. Damian</b>	M	HRDD		
Monitoring and Evaluation	<b>Luz E. Osmena</b> Chief Education Supervisor	F	Quality Assurance Division	<b>Lito A. Palomar</b> Education Program Supervisor	M



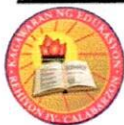
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Enclosure No. 2

**The GAD Focal/Point Persons are expected to:**

1. lead in the gender mainstreaming in policies, plans and programs projects and activities (PPAs) and in the assessment of 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;
2. analyze programs and projects using the Harmonized GAD Guidelines for Programs and Projects to determine their gender sensitivity;
3. recommend formulation/revision of policies in advancing women's status and child protection;
4. lead in the review and updating of sex-disaggregated data for GAD database to serve as basis in performance-based gender responsive planning;
5. implement advocacy activities, including the development of information, education and communication materials to ensure consciousness-building and generating support for GAD;
6. identify gender issues arising from gender analysis and audit to serve as basis for determining PPAs in the GAD Plan;
7. prepare GAD plans and budgets and accomplishment reports and ensure their timely submission to the Central Office (CO) GAD Focal Point Persons;
8. ensure the effective and efficient implementation of the GAD Plan and PPAs and the judicious utilization of the GAD budget;
9. 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;
10. 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 organizations (NGOs) and other partners; and
11. coordinate GAD efforts of all offices/units/functional divisions.



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**The GFPS Secretariat shall:**

- a. provide administrative support to the GFPS
- b. document GAD activities and minutes of meeting
- c. assist in the preparation of GAD plan and accomplishment reports and in the conduct of GAD activities, programs and projects.

**The M&E Team** shall lead the gender audit and evaluation of all GAD PPAs.