

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



HRDD-RM-2024-116

20 February 2024

Regional Memorandum

No. 116 s. 2024

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

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

1. In compliance with the Philippine Commission on Women (PCW) Memorandum Circular No. 2011-01 titled, Guidelines for the Creation, Strengthening, and Institutionalization of the Gender and Development (GAD) Focal Point System and ensuring compliance with DepEd Order No. 32, s. 2017 titled Gender Responsive Basic Education Policy Guidelines, this Office announces the reconstituted composition of the GAD Focal Point System at the regional level. Please refer to 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 their 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 through their SDO GAD coordinator to submit the following information on or before **March 4, 2024, at 5:00 p.m.**, for regional consolidation and submission to the DepEd CO GFPS for a comprehensive GFPS database across all regional offices:
 - Division Office GFPS Composition
 - Policy Issuances relative to the GFPS from FY 2020-2023
 - GFPS GAD-Related Capacity Development attended

06/ROH3-H2




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Certificate No. PHP QMS
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5. The DepEd FY 2023 GFPS Datasheet is accessible through this link:
<http://tinyurl.com/eykjezvf>
6. Immediate dissemination of and compliance with this Memorandum are highly expected.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

06/ROH3-H2

Enclosure 1

RECONSTITUTED COMPOSITION OF THE REGIONAL GAD FOCAL POINT SYSTEM

Designation	Name	Sex	Office	Alternate	Sex
GFPS Head or Chairperson	Atty, Alberto T. Escobarte, CESO II <i>Regional Director</i>	M	Office of the Regional Director		
Technical Working Group Head	Loida N. Nidea <i>Assistant Regional Director</i>	F	Office of the Regional Director		
GFPS Members	Atty. Jocelyn Buclig <i>Attorney IV</i>	F	Legal Unit	Atty. Marianne A. Dilag <i>Attorney III</i>	F
	Rey M. Valenzuela <i>ITO</i>	M	ICT Unit	Melvin DR Punzalan <i>Computer Programmer</i>	M
	Ariel M. Azuelo <i>AO V</i>	M	PAU	Blessie Angelaine T. Sotomayor <i>ADAS I</i>	F
	Viernalyn M. Nama <i>Chief Education Supervisor</i>	F	CLMD	Margaret P. Musa <i>Education Program Supervisor</i>	F
	Eduarda M. Zapanta <i>Chief Education Supervisor</i>	F	ESSD	Jonalyn Aira Soberano <i>Nutritionist Dietician</i>	F
	Michael Girard R. Alba <i>Chief Education Supervisor</i>	M	FTAD	Andrea Mabel E. Abrencillo <i>Education Program Supervisor</i>	F
	Eliano S. Garcia <i>Chief Education Supervisor</i>	M	PPRD	Liezel M. Selda <i>Statistician I</i>	F
	Anne Geralyn T. Pelias <i>Chief Administrative Officer</i>	F	Administrative Services Division	Genevieve R. Pajares <i>ADA VI</i>	F
	Marites L. Gloria <i>Chief Administrative Officer</i>	F	Finance Division	Anselmo E. Lajeras, Jr. <i>Administrative Officer II</i>	M
Member and Regional GAD Coordinator	Nadina G. Gatton <i>Education Program Supervisor</i>	F	HRDD	Jonalyn B. Pattalitan <i>Education Program Specialist</i>	F
Head of Secretariat	Jisela N. Ulpina <i>HRDD OIC Chief</i>	F	HRDD		
Monitoring and Evaluation	Luz E. Osmena <i>Chief Education Supervisor</i>	F	QAD	Loida Tomelden <i>Education Program Supervisor</i>	F

Secretariat

No	Name	Sex	Office/FD/Section/Unit
1	Meliza G. Liporada	F	Office of the Regional Director
2	Donna L. Lago	F	Human Resource Development Division
3	Mark Anthony R. Malonzo	M	Human Resource Development Division
4	Maricris R. Tadioan	F	Human Resource Development Division
5	Glenda Dela E. Torre	F	Human Resource Development Division

Enclosure No. 2

Terms of Reference

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.

The GFPS Secretariat shall:

- a. provide administrative support to the GFPS;
- b. document GAD activities and minutes of meeting; and
- 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.