



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

**Office of the Schools Division  
Superintendent**

August 9, 2022

**DIVISION MEMORANDUM**

No. **451** s. 2022

**DIVISION GENDER AND DEVELOPMENT CONFERENCE  
( PLANNING, BUDGETING AND SUBMISSION OF  
ACCOMPLISHMENT REPORTS)**

To: Public Schools District Supervisors  
Districts In-charge  
District GAD- Focal Person  
This Division

1. Please be informed that the Division Gender and Development Conference ( Planning, Budgeting and Submission of Accomplishment Reports) for all the District Supervisors, Districts In-charge, and District GAD-Focal Person will be this coming August 23, 2022 at Grand Caprice, Limketkai Drive, Lapasan, Cagayan de Oro City.
2. Participants shall bring their laptops, internet device and extension wires for the workshop.
3. Travelling and other incidental expenses of the participants shall be charged against Division Gender and Development Funds Local Funds subject to the usual accounting and auditing rules and procedures.
4. Wide dissemination with this Memorandum is directed.

  
**JONATHAN S. DELA PEÑA, PhD, CESO V**  
Schools Division Superintendent

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

COMMUNICATIONS	PROGRAMS
POLICY	PROJECTS
SCHOOLS	

SGOD, SMN- CATHY



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000  
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**DIVISION GENDER AND DEVELOPMENT CONFERENCE**  
**(Planning, Budgeting and Submission of Accomplishment Reports)**  
**Grand Caprice, Limketkai Drive, Lapanan, Cagayan de Oro**

**Training Matrix**  
August 23, 2022

<b>TIME</b>	<b>ACTIVITY</b>	<b>PERSON IN-CHARGE</b>
7:30am - 8:00am	Registration / Breakfast	<b>Ms. Eva Dela Peña</b> <b>Ms. Cindy Karl Dela Peña</b>
8:00am - 9:00am	Preliminaries: <ul style="list-style-type: none"><li>- Invocation</li><li>- National Anthem</li><li>- Presentation of Participants</li> <li>- Welcome Remarks</li> <li>- Statement of Purpose</li> <li>- Message</li></ul>	<b>Cydel P. Valmores, PhD.</b> Chief, CID  <b>Dr. Erlinda G. Dael, PhD., CESE</b> OIC Asst. Schools Div. Superintendent  <b>Dr. Maria Teresa M. Absin, PhD.</b> Chief, SGOD  <b>Jonathan S. Dela Peña, PhD., CESO V</b> Schools Division Superintendent
9:00am – 10:00am	( Topic 1 )  Utilization of Gender and Development Budget for CY 2022 and CY 2023	<b>Mark Lorren T. Tejano</b> Budget Officer
10:00am - 11:00am	(Topic 2 )  Guidelines on the Preparation of Gender and Development ( GAD) Plans.	<b>Elmar C. Anoc, CPA</b> Division Accountant
11:00am - 12:00nn	School's Key Performance Indicators in reference to Gender and Development	<b>Danny A. Asio</b> OIC Senior Education Program Specialist Monitoring and Evaluation
12:00NN – 1:00PM	LUNCH BREAK	



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1:00PM – 3:00pm	Run through of the Annual Gender and Development Plans and Budget ( FY 2022 )	<b>Ma. Asuncion Rafols, PhD</b> Education Program Supervisor
	Workshop on the Preparation of the GAD Activities	<b>Vevian T. Tuason, PhD</b> Public Schools District Supervisor
3:00pm – 4:00pm	Open Forum	<b>Catherine Anne S. Balanay, PhD</b> OIC- Senior Education Prog.Specialist Division GAD Focal Person
4:00pm	Closing Remarks	<b>Rhodora L. Gallares, PhD</b> Education Program Supervisor

**Mary Bernadeth Romea**  
Host



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