



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

**SDO PLANNING AND CONSULTATIVE MEETING FOR GENDER AND
DEVELOPMENT (GAD) PLAN AND BUDGET**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. Pursuant to DepEd Memorandum No. 32, s. 2017 titled, "Gender-Responsive Education Policy, "this Office will conduct the above-captioned activity on **November 18, 2025, 8:00 a.m. to 5:00 p.m., at the 4th Floor Activity Center, SDO Muntinlupa.**
2. The said activity aims to capacitate the participants' understanding of gender concepts, GAD principles, and relevant legal frameworks, including the Magna Carta of Women and Sustainable Development Goal.
3. Relative to this, please see the list of participants and program matrix, for reference.
4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As Stated

References: As Stated

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

POLICY PROGRAMS

CTCC/ DM/ SDO PLANNING AND CONSULTATIVE MEETING FOR GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET

451 / NOVEMBER 3, 2025

UN-2025-451



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
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un-2025-451

SDO PLANNING AND CONSULTATIVE MEETING FOR GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET

November 18, 2025

8:00 a.m. to 5:00 p.m.

SDO Activity Center, SDO Muntinlupa

Program Matrix		
Time	Activities	Person-In-Charge
8:00-9:00 AM	Registration	PMT
	Nationalistic Song Prayer Acknowledgement of Participants	PMT Ms. Cecilia Teresa C. Claudel EPS II/Division GAD Focal Person
	Welcome Message	Dr. Violeta M. Gonzales OIC-Schools Division Superintendent
9:00-11:30 AM	GAD Attribution	Ms. Leah Vivencio SEPS, HRD DepEd
11:30 AM-12:00 NN	Q and A	SDO Facilitator
12:00 nn	Lunch	

Time	Activities	Person-In-Charge
1:00-1:30 PM	Preliminaries	PMT
1:30-4:00 PM	Personnel Services in GAD Activities	Ms. Leah Vivencio
4:00-4:30 PM	Closing Program	PMT
4:30-5:00	Q&A	

Participants	Number
OIC-SDS	1
ASDS	1
CID Chief	1
OIC-SGOD Chief	1
Curriculum Implementation Division Personnel	20
School Governance and Operations Division Personnel	2
Division GFPS Members	14
Resource Speaker from DepEd NCR	1
Total	41