



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JAN 26 2026

MEMORANDUM

DIVISION CONSULTATIVE ASSEMBLY AND FINALIZATION OF SCHOOL GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET

To: 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 Order No. 63, s. 2012 titled, "Guidelines on the Preparation of Gender and Development (GAD) Plans, Utilization of Budgets and Submission of Accomplishment Reports", the indicated guidelines shall serve as reference to all School Gender and Development (GAD) implementers of this Division.
2. Relative to this, this Division will conduct the above-captioned activity on **January 29, 2026, 8:00 a.m. to 5:00 p.m., at SDO Activity Center**. The said activity aims to capacitate and assist the participants in enhancing the activities in their School GAD Plan and Budget.
3. All School GAD Focal Persons are the attendees of this activity. Likewise, please bring laptops for the finalization of School GAD reports.
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:

PROGRAMS POLICY SCHOOLS

CTCC/ DM/ DIVISION CONSULTATIVE ASSEMBLY AND FINALIZATION OF SCHOOL GENDER AND DEVELOPMENT (GAD) PLAN AND BUDGET

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