



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL

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September 27, 2016


DIVISION MEMORANDUM

NO. 581, S. 2016

TO : Division Gender And Development Focal Point System
Public School District Supervisors/District In-charge
School Heads, Elementary and Secondary

SUBJECT : **2 Day Gender and Development Orientation to All Teaching and Non-Teaching Personnel in the District**

1. This is to inform the field that the **2 Day Gender and Development Orientation to All Teaching and Non-Teaching Personnel in the District/School** will be November 2016. District Supervisors and School Heads will agree on the specific dates of the orientation provided not to be conducted at the middle of the school days. For Saturday or Sunday schedule, teachers are entitled to a 1 day Leave Credits while for the Non-teaching Personnel is Compensatory Time Off (CTO).
2. The objectives of this training are;
 - a. To gain knowledge on Gender Sensitivity, Children and Women's Laws and Magna Carta of Women.
 - b. To clarify issues pertaining to gender and development.
 - c. To be gender sensitive/ gender fair in dealing children, co-workers and stakeholders in school and community.
2. Please observed the following schedules on the conduct of the GAD Orientation;
 - A. 2nd Week of November 2016: For Schools/Districts in the 3rd Congressional District.
 - B. 3rd Week of November 2016 : For Schools/Districts in the 2nd Cong. District.
 - C. 4th Week of November 2016: For Schools/Districts in the 1st Congressional District.
3. Soft Copy of the topics and template for the attendance in CD were already distributed through the Araling Panlipunan Coordinators. District Supervisors are advised to return immediately the Training Design for this is the basis in determining the number of participants for bidding. The bidding will take time and this is also the reason for moving the schedule from October to November 2016.
4. Food (2 meals and 4 snacks) for 2 days will be charged to the Division Gender and Development (GAD) funds while traveling and other incidental expenses shall be charged to school MOOE or other local funds.
5. Immediately after the training/orientation, attendance of the participants, working committees and speakers must be indorsed to the division office.
- 6.. For information and guidance.


LELANIE T. CABRERA, CESE
Schools Division Superintendent
Officer In-charge. TA
9/27/16