



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

**DIVISIONAL MEMORANDUM**

No. 074 s. 2023

March 3, 2023

**ONLINE SUBMISSION OF LIST OF THE RECONSTITUTED SCHOOL  
GENDER AND DEVELOPMENT (GAD) FOCAL POINT SYSTEM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (SGOD and CID)  
Public Elementary and Secondary School Heads/Department Heads  
Concerned Personnel  
This Division

1. With reference to DepEd Order No. 27, s. 2013, re: Guidelines and Procedure on the Establishment of DepEd Gender and Development (GAD) Focal Point System (GFPS) at the Regional, Division and School Levels, and DepEd Order No. 32, s. 2017, re: Gender Responsive Basic Education Policy this Office requests school heads to send us the list of reconstituted School Gender and Development (GAD) Focal Point System, through this link <https://tinyurl.com/GAD-FPSys-Oz> on or before March 15, 2023.

2. The composition of GAD Focal Point System in the school level is as follows:

<b>GAD Focal Point System Head</b>	<b>Principal</b>
Members	<ul style="list-style-type: none"><li>• Department Head/Learning Area Coordinator or any teacher preferably Teacher III</li><li>• Two Designated Master Teachers (MTS) or any teacher preferably Teacher III for schools with no master teachers</li><li>• Guidance Counselor or Guidance Counselor Designate or any teacher preferably Teacher III</li><li>• Designated Finance Personnel (disbursing officer or its equivalent)</li></ul>



Address: IBJT Compound, Carangan, Ozamiz City  
Telephone No.: (088) 545-09-88  
Telefax: (088) 545-09-90  
Email Address: [deped1miz@gmail.com](mailto:deped1miz@gmail.com)

Our **LEARNERS: The Diamonds of the Fortress.**  
**ASENSO OZAMIZI**





Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

School GAD Coordinator	To be designated by the GAD Focal Point System Head
Secretariat and M&E Committee	To be designated by the GAD Focal Point System Head

3. The functions of the GAD Focal/Point Persons are as follows:
- a. lead in the gender mainstreaming in policies, plans and programs, projects and activities (PPAs) and in 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;
  - b. analyze programs and projects using Harmonized GAD guidelines for Programs and Projects to determine their gender sensitivity;
  - c. recommend formulation/revision of policies in advancing women's status and child protection;
  - d. lead in the review and updating of sex-disaggregated data for GAD Database to serve as basis in performance-based gender responsive planning;
  - e. implement advocacy activities, including the development of information, education and communication materials to ensure consciousness-building and generating for GAD;
  - f. identify gender issues arising from gender analysis and audit to serve as basis for determining PPAs in the GAD Plan;
  - g. prepare GAD plans and budgets and accomplishment reports and ensure their timely submission to the Central Office (CO) GAD Focal Point Person;
  - h. ensure the effective and efficient implementation of the GAD Plan and PPAs and the judicious utilization of the budget;
  - i. 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;

Address: IBJT Compound, Carangan, Ozamiz City

Telephone No: (088) 545-09-88

Telefax: (088) 545-09-90

Email Address: deped1miz@gmail.com



**Our LEARNERS: The Diamonds of the Fortress.**

**ASENSO OZAMIZI**





Republic of the Philippines

**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

- j. 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
  - k. coordinate GAD efforts of all offices/units.
4. The assignment of teaching and non-teaching personnel to the GAD Focal Point System is in adherence to this Office's Implementation of Equal Opportunity Policy (EOP) as stipulated in Divisional Memorandum No. 111-B, s. 2018, that there is no discrimination on account of age, gender, sexual orientation, civil status, disability, religion, political affiliation, among others.
  5. Queries regarding this matter may be channeled to Mary Joy G. Doromal, SEPS-HRD and Jeannelei L. Carolino, EPS-II (HRD).
  6. This Office directs the immediate and wide dissemination of this Memorandum.

**JEAN G. VELOSO**

Schools Division Superintendent

Reference: DepEd Order No. 32, s. 2017 and DepEd Order No. 27, s. 2017  
To be indicated in the Perpetual Index  
under the following subjects:

**GENDER AND DEVELOPMENT  
NON-TEACHING PERSONNEL**

**FOCAL POINT SYSTEM**

**TEACHING PERSONNEL**

SBC/DM Online Submission of List of the Reconstituted School Gender and Development (GAD)  
Focal Point System  
\_\_\_\_\_/March 3, 2023



Address: IBJT Compound, Carangan, Ozamiz City  
Telephone No: (088) 545-09-88  
Telefax: (088) 545-09-90  
Email Address: deped1miz@gmail.com

Our LEARNERS: *The Diamonds* of  
ASE

