**Office of the Schools Division
Superintendent**

March 10, 2022

**DIVISION MEMORANDUM
No. 0 0 0 0 9 3, s. 2022**

1 DAY RE-ORIENTATION ON THE UNDERSTANDING OF HARMONIZED GENDER AND DEVELOPMENT GUIDELINES (HGDG) TOOL

To: OIC, Assistant Schools Division Superintendent
        Chief Education Supervisors, SGOD and CID
        Education Program Supervisors
        Public Schools District Supervisor
        Public Elementary School Heads
        Public Secondary School Heads
        All Others Concerned

1.   Pursuant to *Joint Circular No. 2012-01* entitled **Guidelines for the Preparation of Annual GAD Plans and Budgets and Accomplishment Reports to Implement the Magna Carta of Women**, this Office will conduct a *1-day Re-Orientation on the Understanding of Harmonized Gender and Development Guidelines Tool* on March 15-18, 2022.

2.   Participants to these activities are school GAD focal person and/or School Heads.

3.   Participants are advised to attend the activity on their respective schedule, to wit:

Date	District	Venue
March 15, 2022	Magsaysay	Sta. Teresa NHS
March 16, 2022	San Jose West	San Jose NAIHS
March 17, 2022	Rizal	TBA
March 18, 2022	Calintaan	Calintaan CS

4.   Meals and transportation expenses of the participants shall be charged to school GAD fund while expenses of SDO personnel shall be charged to SDO local funds subject to the usual budgeting, accounting and auditing rules and regulations.

SGOD/PDO-YFC

5. The team from this Office is composed of the following personnel:

No.	Name	Position
1	Aniceto N. Parojinog	CES – SGOD
2	Julienette A. Lorica	PDO - YFD

6. Widest dissemination of this Memorandum is desired.

LYNN G. MENDOZA
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

SGOD/PDO-YFC