



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

April 3, 2023

**REGIONAL MEMORANDUM**

No. **298**, s. 2023

**WORKSHOP ON THE CRAFTING OF 2023 GENDER AND DEVELOPMENT  
ACCOMPLISHMENT REPORT (GAD-AR)**

To: Schools Division Superintendents  
All Others Concerned

1. This office, through the Human Resource Development Division (HRDD), shall conduct a 2-day activity entitled **Workshop on the Crafting of 2023 GAD Accomplishment Report (GAD-AR)** on November 8-9, 2023 at Training Hall 1 RELC-NEAP, DepEd RO VIII Compound, Government Center, Candahug, Palo, Leyte. The check-in time is 2:00 pm of November 7, 2023 with dinner as the first meal and check-out time is 1:00 pm of November 9, 2023 with last meal to be served is afternoon snack.
2. The activity aims to craft the 2023 GAD Accomplishment Report using the template and tools prescribed by the Philippine Commission on Women (PCW); and share the good practices on GAD implementation by the SDOs.
3. Participants to this activity are the Regional Office HRDD Personnel, and Schools Division Offices (SDO) GAD Focal Persons and their alternates.
4. Expenses for the board and lodging of the participants shall be charged to HRDD-MOOE Fund (GAD Fund), while travel expenses of the SDO participants shall be charged to SDO GAD Funds, subject to usual accounting and auditing rules and regulations.
5. For further inquiries, contact Dr. Alejandra B. Lagumbay, HRDD Chief through [hrdd.region8@deped.gov.ph](mailto:hrdd.region8@deped.gov.ph).
6. Immediate dissemination of and compliance with this memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosure: None  
Reference: 2023 WFP, and 2023 PPMP  
To be indicated in the Perpetual Index under the following subjects:  
GAD PLAN & BUDGET WORKSHOP

HRDD-RTV

