



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

September 29, 2025

REGIONAL MEMORANDUM

No. **1224** s. 2025

**UPDATES ON THE CONDUCT OF THE CAPACITY BUILDING ON GENDER AND
DEVELOPMENT (GAD) PROGRAMS FOR RO VIII AND SDO
GAD FOCAL PERSONS IN TWO BATCHES**

To: Schools Division Superintendents
Regional Office Functional Division Chiefs
All Others Concerned

1. In relation to Regional Memorandum No. 231, s. 2025 and due to conflict of schedule, this Office, through the Human Resource Development Division (HRDD), informs all concerned of the resetting of the Capacity Building on Gender and Development (GAD) Programs for RO VIII and SDO GAD Focal Persons.

Batch Number	Previous Schedule		Updated Schedule		
1	October 7-10, 2025		November 4-7, 2025 (Day 0 is Nov. 4)		
2	October 14-17, 2025		November 10-13, 2025 (Day 0 is Nov. 10)		
Meals to be served					
Date	Breakfast	AM Snacks	Lunch	PM Snacks	Dinner
November 4 & 10, 2025 (Day 0)					✓
November 5 &11, 2025 (Day 1)	✓	✓	✓	✓	✓
November 6 &12, 2025 (Day 2)	✓	✓	✓	✓	✓
November 7 &13, 2025 (Day 3)	✓	✓	✓	✓	

2. Participants to this activity are as follows:

RO/SDO	No. of Participants Batch 1 (November 4-6, 2025)	No. of Participants Batch 2 (November 10-13, 2025)
ORD/OARD	1 (Chief/GAD Alternate)	1 (EPS/Unit Head)
Admin Division	1	1
CLMD	1	1
ESSD	1	1
Finance Division	1	1
FTAD	1	1
HRDD	1	1
QAD	1	1
PPRD	1	1

Baybay City	4 (1 GAD Focal, 1 CID Chief/EPS, 1 Planning & Research, 1 PSDS)	4 (1 GAD Alternate, 1 Elem School Head, 1 Sec. SH, 1 SHS SH)
Biliran	4	4
Borongan City	4	4
Calbayog City	4	4
Catbalogan City	4	4
Eastern Samar	4	4
Leyte	4	4
Maasin City	4	4
Northern Samar	4	4
Ormoc City	4	4
Samar	4	4
Southern Leyte	4	4
Tacloban City	4	4
Learning Facilitators/ Program Management Team	4	4
Total	65	65

3. Attached is the activity matrix for reference.

4. Expenses for the board and lodging of the participants, learning facilitators, program management team and training materials shall be charged against RO GAD Funds, while traveling expenses of SDO participants shall be charged against SDO GAD/Local Funds/School MOOE, subject to the usual accounting and auditing rules and regulations.

5. All other provisions of the Regional Memorandum No. 231, s. 2025 which is consistent with this issuance shall remain in force and in effect.

6. Immediate dissemination of and compliance with this Memorandum are desired.



RONEL K. FIRMO CESO IV
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

Enclosures: Activity Matrix

References: 2025 GAD Plan and Budget

To be indicated in the Perpetual Index under the following subjects:

ACTIVITY

CAPACITY BUILDING

GAD

HRDD-RTV



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Enclosure to Regional Memorandum No. _____, s. 2025

**CAPACITY BUILDING ON GENDER AND DEVELOPMENT (GAD) PROGRAMS FOR RO VIII AND SDO GAD FOCAL PERSONS
(TWO BATCHES)**

Venue: RELC-NEAP-R, DEPED RO VIII COMPOUND

Date: Batch 1: November 4-7, 2025; Batch 2: November 10-13, 2025

Activity Matrix

Day/Time	Session Title	Learning Objectives	Key Topics	Methodology	Required Materials	Resource Person
Day 0: November 4, 2025; November 10, 2025: ARRIVAL AND REGISTRATION (Travel time, check-in time 2:00 pm)						
DAY 1: November 5, 2025; November 11, 2025: FOUNDATIONS OF GENDER-RESPONSIVE EDUCATION						
8:30-9:30 AM	Session 1: Opening Program & Levelling of Expectations	- Understand the training objectives and scope. - Articulate personal and professional goals for the training.	- Welcome Remarks - Rationale and Objectives - Rationale (The Philippine GAD Mandate: RA 9710 & DO 32, s. 2017) - Introduction of Participants	Plenary Discussion, Interactive Icebreaker	Program, Presentation Slides, Meta Cards, Markers	PMT Jayson Closa, P-III, Raph Albert Gudes, P-II; Haydee C. Cayaco, HT III; Edelyn Depalco HT-III

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9:30-9:45 AM	Health Break					
9:45-11:45 AM	Session 2: What is Gender? Core Concepts for DepEd Leaders and Advocates	- Differentiate between sex and gender. - Define gender equality, gender equity, and women's empowerment. - Explain the shift from Women in Development (WID) to Gender and Development (GAD).	- Sex vs. Gender - Gender Socialization - Gender Stereotypes - Equality vs. Equity - WID vs. GAD Approach	Interactive Lecture, Group Activity	Presentation Slides, Handout on Key GAD Terms	Rowena T. Vacal Regional GAD Focal Person
12:00 -1:00 PM	Lunch Break					
1:00-3:00 PM	Session 3: Identifying Gender Issues in Education (With Workshop)	- Identify gender issues prevalent in the Philippine education context. - Analyze the underlying values, attitudes, and institutions that	- Roots: Values & Attitudes - Trunk: Institutions (Family, School, Media, Church) - Leaves: Practices/Issues (e.g., bullying, dropout rates, curriculum bias)	Small Group Workshop, Plenary Presentation	Manila Paper, Markers, Prepared "Issue Statement s"	Peter R. Bobiles SDO Northern Samar GAD Focal Person



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		perpetuate these issues.				
3:00-3:15 PM	<i>Health Break</i>					
3:15-5:00 PM	Session 4: Introduction to Gender Analysis Frameworks (with Workshop)	-Explain the core elements of the Empowerment and the Access & Control frameworks. -Differentiate between practical needs and strategic interests. -Apply a gender analysis framework to a school-based case study to identify gender gaps and power imbalances.	- A concise lecture on what Gender Analysis is and its purpose in GAD planning. -The Empowerment Framework -The Access & Control Framework - Case Study Workshop	Interactive Lecture, Q&A, Group Discussion	- Presentation on Slides - Handout: Case Study ("The Case of the Underperforming Boys") -Handout: Simplified Framework Matrices for the Workshop	Peter R. Bobiles SDO Northern Samar GAD Focal Person
DAY 2: November 6, 2025; November 12, 2025 DATA & DISCOVERY: GATHERING EVIDENCE FOR GENDER ANALYSIS						



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8:30-9:00 AM	Day 2 MOL and Energizer	- Recall key concepts from Day 1.	- Review of Day 1 Learnings - Clarification of "Muddy Points"	Interactive Game/Review	Presentations on Slides	PMT Jayson Closa, P-III, Raph Albert Gudes, P-II; Haydee C. Cayaco, HT III; Edelyn Depalco HT-III
9:00-12:00 NN	Session 6: Data Lab 1 - Finding Gender Gaps in Numbers: Using Existing Organizational data/e-BEIS	-Navigate the basic interface of the Jamovi statistical tool. -Generate descriptive statistics and simple charts for sex-disaggregated data (SDD). -Compute and visualize the Gender Parity Index (GPI) for key education indicators using Jamovi. -Interpret the generated data to	-Part A: Conceptual Refresher & Data Prep -Part B: Jamovi Guided Tour -Part C: Hands-on GPI Computation & Visualization -Part D: Interpretation & Synthesis	-Hands-on Computer Laboratory - Guided Demonstration & Interactive Lecture • Paired/Group Data Analysis Workshop	• Laptops with Jamovi software pre-installed -Projector and screen for live demonstration -Sample e-BEIS dataset (cleaned and saved in .csv format)	Dr. Michael Froilan <i>Principal I</i> <i>Catigbian NHS</i> <i>SDO Northern Samar</i>



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		identify significant gender gaps.				-Handout: "Jamovi Cheat Sheet for GPI Calculation" (with step-by-step screenshots) - Handout: GPI Interpretation Guide	
12:00 - 1:00 PM	Lunch Break						
1:00-5:00 PM	Session 7: The 'Why' Behind the Numbers: From Stories to Strategy: A Deep Dive into Qualitative	-Explain the value of qualitative data in uncovering the root causes of gender issues. -Differentiate between the appropriate uses of Key Informant	- Foundations of Qualitative Inquiry -Choosing Your Method: A comparative analysis of when to use Key Informant Interviews (KIs) versus Focus	-Interactive Lecturette - Small Group Workshop - Role-Playing / Simulation - Plenary Discussion and Debrief	- Presentation on Slides - Handout: "Qualitative Methods Quick Guide" - Sample Gender	Louie Castin <i>SDO Biliran GAD Focal Person</i>	



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	Gender Analysis	Interviews (KIIs) and Focus Group Discussions (FGDs). -Develop effective, open-ended questions for KII and FGD guides based on a specific gender issue. -Conduct a brief, simulated interview or FGD to practice facilitation and questioning techniques.	Group Discussions (FGDs). -Tool Crafting: Groups work on a template to design a draft KII or FGD guide. Key focus areas include: - Identifying key informants or FGD participants. - Formulating open-ended, non-leading questions. - Structuring the guide (Opening, Key Questions, Probes, Closing). -The 'Practice' - Simulation Lab	Issue Scenarios -Template for KII/FGD Guide - Role-playing instruction cards	
DAY 3: November 7, 2025; November 13, 2025: APPLICATION & ACTION: FROM ANALYSIS TO PLANNING					



8:30-9:00 AM	Day 3 MOL and Integration	- Synthesize the entire gender analysis process from issue identification to data collection.	- The Gender Analysis Cycle - Connecting Data to Issues	Interactive Review	Presentations on Slides	PMT Jayson Closa, P-III, Ralph Albert Gudes, P-II; Haydee C. Cayaco, HT III; Edelyn Depalco HT-III
10:45 AM-12:00 NN (health break in between)	Session 10: The GAD Plan and Budget (GPB): Translating Analysis into Action	- Explain the components of the official DepEd GPB template. - Connect the results of a gender analysis to the formulation of GAD objectives and activities.	- PCW-DBM-NEDA JMC on GPB - DepEd GPB Template - Client-Focused vs. Org-Focused Activities - Attributing Programs to the GAD Budget	Guided Walkthrough, Plenary Discussion	Presentations on Slides, Blank and Sample GPB Templates	Louie Castin <i>SDO Biliran GAD Focal Person</i>
12:00-1:00 PM	<i>Lunch Break</i>					
1:00 PM onwards	<i>Closing Program</i> <i>Ways Forward</i> <i>Homebound</i>					



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