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Republic of the Philippines  
Department of Education  
Region V  
**SCHOOLS DIVISION OF SORSOGON**


October 28, 2020

Division Memorandum  
No. 170 s. 2020

**Division Orientation-Workshop for Schools and District GAD  
Coordinators on Gender Mainstreaming and Harmonization of the  
GAD Plan for 2021**

**To:** Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Schools District Supervisors/ OIC-Office of the PSDSs  
Elementary and Secondary School Heads  
Secondary Schools and District GAD Coordinators

1. To fully understand the adjustments, processes, and mechanics of implementing GAD activities and mainstreaming during the pandemic, a two-day orientation-workshop shall be conducted to all the 81 secondary school GAD Coordinators and 20 district GAD Coordinators on November 6-7, 2020 at Casiguran Central School.
2. The Division GAD Plan and Budget for 2021 shall be presented to harmonize the school/district plans with the division plan.
3. Participants are advised to bring laptop, extension cord and a copy of their school GAD Plan for 2020/2021.
4. Participants are likewise reminded to strictly observe the required health protocols such as wearing of mask and face shields, social distancing, hand sanitation and other precautionary measures.
5. Training materials and meals of participants shall be charged to the Division GAD Fund. Travel and other incidental expenses of participants shall be charged to their respective school MOOE subject to the usual accounting and auditing rules and regulations.
6. For information, guidance, and compliance.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent



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**TRAINING MATRIX**

Time	Day 1	Day 2
8:00 – 8:30	Registration	Registration/ Attendance
8:30 – 9:00	<b>Opening Program/ Orientation</b>	MOL
9:00 – 9:30	Health Break	Health Break
9:30 – 12:00	<b>Division GAD Plan 2020 PPAs, and Accomplishment</b>  ( Nenneth E. Alama)	<b>Gender Mainstreaming</b>  (Nenneth E. Alama)
12:00- 1:00	Lunch Break	Lunch Break
1:00 - 4:30	<b>Harmonizing Division GAD Plan 2021 with Schools Plans</b>  <b>Workshop</b>  (Nenneth E. Alama)	<b>Workshop/Presentation</b>  (Nenneth E. Alama)
4:30 – 5:00	<b>Debriefing</b>	<b>Closing Program</b>



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