SGOD - 3580

Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

October 15, 2024

OCT 18 2024

DIVISION MEMORANDUM
No. 665, s. 2024

SUBMISSION OF GAD PLAN AND BUDGET FY. 2025

To: Assistant Schools Division Superintendent
Chief Education Supervisors – CID & SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with national policies and commitments to gender equality, the Schools Division of Sagay City, is required to integrate gender perspectives into our planning and budgeting processes. The GAD Plan and Budget will support the implementation of activities aimed at addressing gender disparities and promoting women's empowerment across all sectors.

2. Hence, **all school heads** are required to **submit the School GAD PLAN and BUDGET for Fiscal Year 2025** through the division records office **on or before October 25, 2024.**

3. The printed **GAD Plan and Budget FY 2025 should be submitted using the designated format** (see attached template). Further, ensure clarity, conciseness, and comprehensiveness in detailing activities, timelines, responsible parties, and performance indicators. The digital template can be accessed through the designated GAD drive mentioned below.

4. The submission of the GAD Plan and Budget for FY 2025 is essential for our commitment to gender equality and social justice. **Your cooperation and timely submission** will contribute significantly to our efforts in fostering an inclusive and equitable environment.

5. On the other hand, the **submission of the approved Gender and Development (GAD) Plan and Budget for Fiscal Year 2024** is required on or before October 25, 2024. Kindly upload a scanned copy to the designated GAD drive (https://tinyurl.com/ApprovedGPBFY2024). The file should be named as follows: **'Name of School_GPBFY2024.'**

6. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of such partnership on account of age, school, gender, civil status, disability, religion, or other similar factors, personal circumstances that run counter to the principles of equal opportunity.

7. Immediate compliance with this Memorandum is desired.

MARK ANTHONY J. TAN, PhD
Chief Education Supervisor
OIC - Assistant Schools Division Superintendent
In-charge of the Division

MARSETTE D. SABBALUCA, CESO VI
Schools Division Superintendent

Enclosure : As stated
Reference : D.O.007 s. 2024
Allotment : N/A
No. of Pages :_____
To be indicate in the **Perpetual Index** under the following subjects:
SGOD **GAD School**

FN: JPB/GSP

(Enclosure No. 1 to Division Memorandum No. 665, s. 2024)

Republic of the Philippines
Department of Education
REGION VI- WESTERN VISAYAS
DIVISION SAGAY CITY

GENDER AND DEVELOPMENT(GAD) ANNUAL PLAN AND BUDGET
FY 2025

SCHOOL:
ANNUAL MOOE BUDGET ALLOCATION:
ANNUAL MOOE GAD ALLOCATION:

GAD Mandate/ Gender Issue	Cause of Gender Issue	GAD Result Statement/ objective	Relevant Agency MFO/PAP	GAD Activity	Performance Indicator and Target	GAD Budget	Source of Budget	Responsible Unit/ Office
A. Client-Focused Activities								
					Sub-Total			
B. Organization-Focused Activities								
					Sub-total			
C. Attributed Programs								
[redacted]								
					Sub-total GAD MOOE			
					Sub-total Capital Outlay			
					Sub-total Personnel Services			
					Total GAD Budget (A+B)			
					Total Attributed Programs (C)			
					Grand TOTAL			

Prepared by:	Noted:	Reviewed by:	Recommending Approval:	Approved:
School Head	**PSDS**	**JOSETTE P. BALANDRA, PhD** Division GAD Focal Person	**MARK ANTHONY J. TAN, PhD** OIC, ASDS	**MARSETTE D. SABBALUCA, CESO VI** Schools Division Superintendent