



Republic of the Philippines  
**Department of Education**  
Caraga Region  
**SCHOOLS DIVISION OF SURIGAO DEL SUR**

**Office of the Schools Division Superintendent**

**January 11, 2022**

Division MEMORANDUM  
No. 025, s. 2023

To : Assistant Schools Division Superintendent  
CID & SGOD Chiefs  
Gender and Development (GAD) Focal Point System (GFPS)  
Public Schools District Supervisors & District-in-Charge  
Non-teaching Personnel  
HRD Specialists  
This Division

**UTILIZATION OF HARMONIZED GENDER AND DEVELOPMENT  
GUIDELINES (HGDG) CHECKLIST IN THE PREPARATION OF  
PROGRAMS AND PROJECTS AND ACTIVITIES (PPAs)**

1. The Department of Education – Schools Division of Surigao del Sur, through the Human Resource Development and Gender and Development Focal Point System (GFPS) shall ensure the Gender and Development (GAD) Mainstreaming in the identification and design of their programs, projects, and activities (PPAs).
2. This is in reference to the DepEd's commitment to integrate the principles of gender equality, gender equity, gender sensitivity, non-discrimination, and human rights, in the provision and governance of basic education per DepEd Order No. 32, 2017 more commonly known as the Gender Responsive Basic Education Policy.
3. The accomplished checklist shall be attended in the review & approval for design proposals.
4. In view thereof, Program Owners are hereby directed to consistently use & accomplish the Harmonized Gender and Development Guidelines (HGDG) Checklist for GAD Attribution.
5. Attached herewith is the HGDG Checklist as guide in the crafting of PPA proposals and subsequent evaluation pertaining to GAD Compliance.
6. For further inquiries and clarification, you may contact Ms. Mary Luz B. Advincula-Niere – SEPS-HRD/Division GAD Focal Person and Ms. Erlyn G. Mangadlao, EPS I-HRD/GFPS Secretariat Chair, through email at [surigaodelsur.hrd@deped.gov.ph](mailto:surigaodelsur.hrd@deped.gov.ph).
7. Immediate and wide dissemination of the Memorandum is highly desired.





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**SCHOOLS DIVISION OF SURIGAO DEL SUR**

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**JOSITA B. CARMEN, CESO V**  
Schools Division Superintendent

Encl.: Enclosure 1 – HGDG Checklist

Reference: as stated

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

GENDER AND DEVELOPMENT

PERSONNEL

HGDG

HRD-EGM/DM- UTILIZATION OF HARMONIZED GENDER AND DEVELOPMENT GUIDELINES (HGDG) CHECKLIST  
IN THE PREPARATION OF PROGRAMS AND PROJECTS AND ACTIVITIES (PPAs) 025 /January 9, 2023

