

Republic of the Philippines

Devartment of Education

REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM s, 2025

0 9 SEP 2025

No.

DIVISION ORIENTATION ON EMPOWERING EDUCATION GOVERNANCE THROUGH GENDER SENSITIVITY AND INCLUSION

Assistant Schools Division Superintendent To: Chief Education Supervisors Unit and Section Heads Public Elementary and Secondary School Heads All Others Concerned

- Pursuant to DepEd Order No. 32, s. 2017 titled Gender-Responsive Basic Education Policy, all DepEd offices, schools, and personnel are mandated to uphold gender sensitivity, fairness, equity, and inclusiveness in all facets of governance, planning, and service delivery.
- In line with this, the Schools Division of the City of Batac will conduct the Division Orientation on Empowering Education Governance Through Gender Sensitivity and Inclusion on September 11-12, 2025 at the Sweet Caroline Resort, Badoc, Ilocos Norte.
- The activity aims to demonstrate an understanding and application of genderresponsive principles in alignment with DepEd Order No. 32, s. 2017 by identifying existing gender issues in the work environment, proposing appropriate GAD-responsive solutions, and committing to implement at least one gender-fair initiative or practice within the respective functional areas.

Specifically, at the activity aims to:

a. identify key provisions of DepEd Order No. 32, s. 2017 and explain how these apply to the individual roles and responsibilities within the Division

b. assess gender-related issues or practices in the workplace using gender analysis tools introduced during the activity; and

- c. demonstrate increased awareness of gender-fair language and inclusive communication by correctly revising at least three sample office documents or scripts during workshop exercises.
- Participants to the activity are the Schools Division Office employees. It is advised that all participants will assemble at SDO office not later than 8:00 in the morning on September 11, 2025.
- Administrative Officers from schools shall serve as skeletal force on September 12, 2025.
- Teaching and non-teaching personnel shall be entitled to service credit/compensatory time off on applicable days, subject to DepEd Order No. 13, s. 2024 and CSC-DBM Joint Circular No. 02, s. 2004 on Non-Monetary Renumeration for Overtime Services Rendered.
- Expenses relative to the conduct of this activity shall be charged against the MOOE of the Schools Division Office subject to the usual accounting and auditing rules and regulations. SDCB RECORDS UNIT









Asuncion Street, 16-S Quiling Sur, City of Batac, Ilocos Norte Telephone No.: (077) 677-1993







8. Attached are the following for reference:

Enclosure 1: List of Participants Enclosure 2: Activity Matrix

Enclosure 3: Program Management Team

For immediate dissemination and guidance of all concerned. 9.

> ANSELMO R. ALUDINO Schools Division Superintendent

Encl.: As stated

Reference: DepEd Order No. 32, s. 2017
To be included in the Perpetual Index
Under the following subject:

Inclusive Education

Rules and Regulations

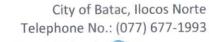
SGOD/jla/GAD 25024/September 8, 2025











Asuncion Street, 16-S Quiling Sur,

List of Participants

No.	Name of Employee	Position	
1	Aludino, Anselmo R	Schools Division Superintendent	
2	Bandiola, Arnel S	Assistant Schools Division	
3 Abiño, Jacqueline G		Technical Assistant III/Engineer II	
4 Ancheta, Madeleine G		Administrative Aide VI	
5	Aniñon, Andrew Joel C	Administrative Assistant III	
6	Antiporda, Blesilda B	Librarian II	
7	Aribuabo, Fernald B	Administrative Aide	
8	Bagaoisan, Florante Jr. Z	Administrative Aide IV	
9	Bangcud, Angelo M	Project Development Officer I	
10	Bensan, Mark Anthony R	Information Technology Officer I	
11	Bonifacio, Gideon B	Administrative Assistant III	
12	Bungubung, Jennifer C	Accountant III	
13	Cabangisan, Ma Veronica A	Administrative Officer IV	
14	Calautit, Lorlyn R	Administrative Support II	
15	Bautista, Mikko A	Administrative Assistant III	
16	Dela Rosa, Gerwin V	Teacher III	
17	Diego, Maritess D	Medical Officer III	
18	Domingo, Mark Lester	Administrative Aide VI	
19	Gabur, Tirzha Antoinette C	Technical Assistant I (SBFP)	
20	Galasinao, Kristine Joy B	Administrative Assistant III	
21	Gamet, Rhaian A	Project Development Officer II	
22	Garcia, Allan B	Education Program Supervisor	
23	Gonzales, Elsie A	Nurse II	
24	Isla, Gilbert P	Education Program Specialist II	
25	Jagto, Jedidiah B	Nurse II	
26	Joaquin, Aileen V	Education Program Supervisor	
27	Lao-at, Geraldine O L	Public Schools District Supervisor	
28	Lanuza, Reyna Monique L	Administrative Officer IV	
29	Agcaoili, Flordeliza D	Administrative Assistant III	
30	Lopez, Pauline Joyce F	Administrative Assistant I	
31	Maddela, Divelyn P	Education Program Specialist II	
32	Malunao, Joel P	Administrative Officer V	
33	Manglal-lan, Adelaida P	Guidance Counselor II	
34	Mangoba, Judith Ivy R	Nurse II	
35	Manuel, Alwin C	Administrative Aide III	
36	Mendoza, Jaquelyn P	Administrative Officer V	
37	Natividad, Eldefonso Jr. B	Education Program Supervisor	
38	Oasay, Aubrhey Marie R	Education Program Supervisor	
39	Obiano, Angelica D	Administrative Officer Iv	
40	Omotoy, Marilou P	Education Program Supervisor	
41	Opelac, Deejay R	Planning Officer III	
42	Paguyo, Zorayda S	Education Program Supervisor	
43	Perdido, Joycelyn P	Education Program Supervisor	
44	Penera, Jodhel L	Administrative Assistant III	
45	Pijera, Kristel Faye B	Administrative Assistant III Administrative Aide VI	
		Administrative Adde VI Administrative Officer IV	
46	Piso, Jadley Mel P	Administrative Unicer IV	







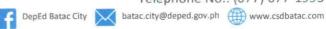
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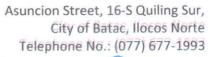
49	Quisquis, Vanessa Rose C	Administrative Aide VI
50	Rabena, Dale Justine S	Project Development Officer II
51	Rodrigo, Renalyn A	Administrative Assistant III
52	Ruadap, Jhen Abigail O	Administrative Assistant III
53	Sonico, Maricel N	Administrative Assistant III
54	Tangonan, Edwin V	Senior Education Program Specialist
55	Tolentino, Aileen T	Administrative Assistant II
56	Tutaan, Maribel A	Administrative Assistant III
57	Yasay, Maylene D	Administrative Officer II
58	Garvida, Alfredo	TA Sports
59	Claro, Joy B	Utility
60	Torres, Luisito Maria P	Utility
61	Espiritu, Delia L	Utility (Administrative Aide I)
62	Quimoyog, Dante G	Security
63	Matutino, Elves B	Security (Administrative Aide II)
64	Fabre, Jareason	Resource Speaker
65	Agrupis, Cheska Arla	Resource Speaker









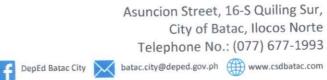


Activity Matrix

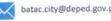
Time	Activity	WALLIA
September 11		
8:00-8:30	Registration	We stop on the Charge and the Armed and Charge and Char
8:30-9:00	Opening Program National Anthem Prayer	AVP Presentation AVP Presentation
	Welcome Remarks:	ARNEL S. BANDIOLA Assistant Schools Division Superintendent
	Statement of Purpose:	NEMALYN M. ULEP Chief Education Supervisor, SGOD
н	Message:	ANSELMO R. ALUDINO Schools Division Superintendent
9:00- 9:45	Session 1: Understanding Sexual Orientation, Gender Identity and Expression and Sex Characteristics (SOGIESC) Concepts, Issues, and Concerns	DR. JAREASON FABRE Professor, MMSU
9:45 - 10:00	HEALTH BREAK	
10:00 - 12:00	Continuation of Session 1	
12:00 - 1:00	LUNCH BREAK	
1:00 - 1:30	Management of Learning	
1:15 - 3:00	Session 2: Gender-Fair Language and Workplace Inclusivity	DR. JAREASON FABRE Professor, MMSU
3:00 - 3:15	HEALTH BREAK	
3:15 - 6:00	Continuation of Session 2:	
6:00-6:30	Open Forum and Group Reflection	
September 1	2, 2025	A CONTROL A DI A A CONTROL
8:00- 10:00	Session 2: Understanding DepEd Order No. 32, s. 2017, Gender Responsive Education HEALTH BREAK	ATTY. CHESKA ARLA AGRUPIS Professor, MMSU
10:30 -12:00	Closing Program Impressions: Awarding of Certificates Ways Forward:	ARNEL S. BANDIOLA Assistant Schools Division Superintendent
	Closing Remarks:	MARILOU B. SALES Chief Education Supervisor, CID











PROGRAM MANAGEMENT TEAM

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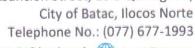
Program Manager	Nemalyn M. Ulep	
Learning Manager	Jocelyn L. Aribuabo Gilbert P. Isla	
Resource Speakers	Dr. Jareason Fabre	
M&E Coordinator	Atty. Cheska Arla Agrupis Dolores A. Ubiña	
Documentation	Rhaian A. Gamet	
Secretariat	Chrisse Julianne R. Pugat Gilbert P. Isla	
Welfare Officer	Judith Ivy R. Mangoba Lorlyn R. Calautit	
Logistics Officer	Mark Louie P. Duldulao	
Finance Officer	Jennifer C. Bungubung Jaquelyn P. Mendoza	











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