



Republic of the Philippines  
Department of Education  
Region X  
DIVISION OF EL SALVADOR CITY



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**DIVISION MEMORANDUM**

No. 083, s. 2019

To: **PUBLIC ELEMENTARY SCHOOL HEADS  
PUBLIC SECONDARY SCHOOL HEADS**

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**  
OIC-Schools Division Superintendent

Subject: Implementation of FY 2019 Gender and Development Plan and Budget (GPB)

Date: April 15, 2019

1. All schools are hereby reminded on the following points relative to the implementation of its Gender and Development Plan and Budget (GPB) for Fiscal Year 2019:
  - a. Any activity to be conducted outside the Division of El Salvador City and Region 10 shall be subject to the approval of the Schools Division Superintendent and Regional Director, respectively;
  - b. Approval of GAD-related projects/activities, shall be subject for the following review:
    - i. Activity/project is included in the School's FY 2019 GPB, as reflected in the Google Form for this purpose (requested by this Office for compliance last February 28, 2019). In case the school failed to include the activity proposed in the submitted FY 2019 GPB, the School must attach its revised GPB;
    - ii. Proposed Budget for the GAD Activity is within the approved budget for GAD as per School's FY 2019 Annual Procurement Plan (APP)
  - c. Accomplishment Report on the GAD-related activity (following the prescribed template), must be submitted to the Division Office c/o Anna Mae M. Atillo, GAD Focal Person, within five (5) working days from the end date of the activity conducted.
2. For information, guidance and strict compliance.

Copies Furnished:  
Person Concerned  
Records Section- Memo

OSDS/ADMIN/ama