



Republic of the Philippines  
**Department of Education**

DepEd MEMORANDUM  
No. **134** s. 2017

09 AUG 2017

**CONDUCT OF HARMONIZED GENDER AND DEVELOPMENT GUIDELINES  
WORKSHOP FOR TRAINING PROGRAM IMPLEMENTERS  
AND ORIENTATION ON THE PREVENTION  
OF VIOLENCE AGAINST WOMEN  
AND CHILDREN**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
All Others Concerned

1. The Department of Education (DepEd), through the National Educators Academy of the Philippines (NEAP) Central Office will conduct the **Harmonized Gender and Development Guidelines Workshop for Training Program Implementers and Orientation on the Prevention of Violence Against Women and Children**. This is pursuant to Executive Order No. 273 entitled *Approving and Adopting the Philippine Plan for Gender-Responsive Development, 1995-2025* and Republic Act No. 9710 otherwise known as the *Magna Carta of Women (MCW)*.

2. The clustered activities, with corresponding dates, venues, and participating regions/office, are as follows:

Activity	Batch	Date	Venue	Involved Regions/Office
Harmonized Gender and Development Guidelines (HGDG) Orientation for Training Program Implementers	1	September 12-14, 2017	Region III	I, II, III, Cordillera Autonomous Region (CAR), National Capital Region (NCR), Central Office (CO)
	2	September 26-28, 2017	Iloilo City	IV-A, IV-B, V, VI, CO
	3	October 3-5, 2017	Tacloban City	VII, VIII, IX, X, Negros Island Region (NIR), CO
	4	October 17-19, 2017	Davao City	XI, XII, Caraga, Autonomous of Muslim Mindanao (ARMM), CO
Orientation on the Prevention of Violence Against Women and Children (VAW-C)	1	November 7-9, 2017	Davao City	IX, X, XI, XII, Caraga, ARMM
	2	November 21-23, 2017	Tacloban City	VI, VII, VIII, NIR, CO
	3	December 5-7, 2017	Puerto Princesa Palawan	IV-A, IV-B, V, NCR
	4	December 12-14, 2017	Region III	I, II, III, CAR, CO

3. The Orientation-Workshop aims to:
  - a. *Activity 1*  
explain, familiarize and capacitate participants on the use of HGDG checklist to promote gender responsive programs, projects and activities;
  - b. *Activity 2*  
discuss and promote gender awareness and VAW-C, identify the different forms of VAW-C and Sexual Harassment, and how to address gender issues.
4. The regional office (RO) will select their participants to the aforementioned activities ensuring representatives from the RO and selected schools division offices (SDOs) while the CO participants will be selected by their respective heads of offices. Breakdown of the expected number of participants per activity, per region and/or office is provided in the enclosure. *The ROs shall ensure that participants to the Orientation on the Prevention of VAW-C have not undergone similar training.*
5. Participants to the HGDG Orientation are requested to bring their 2017-2018 official projects or activities.
6. Participants are expected to be at the venue at 3:00 p.m. on Day 0 (a day before the start of the activity). First meal to be served will be p.m. snacks on the same day, and the last meal will be a.m. snacks of the day after the activity. *The activity dates are exclusive of travel time.* The names of the participants per activity shall be submitted to NEAP Office, **two weeks before the scheduled activity.**
7. Expenses relative to the aforementioned activities including board and lodging of management staff/secretariat, resource persons (RPs), facilitators, and participants, professional fees of the RPs, contingency, supplies and materials and other miscellaneous expenses, including the travel expenses of the RPs, facilitators, and management staff/secretariat shall be charged to 2017 Human Resource Training and Development (HRTD) Funds. While the traveling expenses of the participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
8. For more information, all concerned may contact either **Ms. Maria Elena B. Deacosta** or **Mr. Noel Dorado** of the National Educators Academy of the Philippines (NEAP), Department of Education (DepEd) Central Office, Room 216, 2<sup>nd</sup> Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City at telefax no. (02) 633-7207 or through email addresses: maelenadacosta@yahoo.com or wellnho06@yahoo.com.
9. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encl.:

As stated

Reference:

N o n e

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

BUREAUS AND OFFICES  
CAMPAIGN  
EMPLOYEES  
HUMAN RIGHTS EDUCATION  
OFFICIALS  
PROGRAMS

*mvec /SMMA/CAR DM – Conduct of HGDG Workshop----(VAW-C)*  
0544 – June 19/28/July 7, 2017/8-14

(Enclosure to DepEd Memorandum No. 134, s. 2017)

**HARMONIZED GENDER AND DEVELOPMENT GUIDELINES (HGDG)**  
**WORKSHOP FOR TRAINING PROGRAM IMPLEMENTERS**

Batch 1 (Region III – August 29-31, 2017)

<b>Region Involved</b>	<b>No. of Participants</b>
Reg. I, II, III, CAR, NCR	10 pax/reg.

<b>Central Office Participants</b>	<b>No. of Pax</b>
<b>Representative from the Office of the Secretary</b>	<b>2</b>
<b>Representative from the Office of the Undersecretary for Legal and Legislative Affairs</b>	<b>1</b>
Bureau of Curriculum Development (BCD) ➤ Curriculum Standards Development Division	<b>3</b>
Bureau of Education Assessment (BEA) ➤ Education Assessment Division	<b>2</b>
Bureau of Learning Delivery (BLD) ➤ Teaching and Learning Division	<b>3</b>
BHROD ➤ Human Resource Development Division	<b>2</b>
BLSS ➤ Schools Sports Division	<b>1</b>
Teacher Education Council Secretariat	<b>1</b>
NEAP ➤ Professional Development Div. ➤ Quality Assurance Div.	<b>2</b> <b>1</b>
Administrative Service ➤ General Services Division ➤ Records Division	<b>1</b> <b>1</b>
Public Affairs Service ➤ Communication Division ➤ Publications Division	<b>1</b> <b>1</b>
<b>TOTAL</b>	<b>22</b>

Batch 2 (Iloilo City- September 12-14, 2017)

<b>Region Involved</b>	<b>No. of Participants</b>
Reg. CALABARZON, MIMAROPA, V, VI	10 pax/reg.

<b>CO PARTICIPANTS</b>	<b>TOTAL PAX</b>
<b>Representative from the Office of the Undersecretary for Governance and Operations</b>	<b>1</b>
<b>Representative from the Office of the Curriculum and Instruction</b>	<b>1</b>
Bureau of Curriculum Development (BCD) ➤ Special Curricular Programs Division	<b>3</b>
Bureau of Learning Delivery (BLD) ➤ Student Inclusion Program	<b>2</b>
Bureau of Learning Resources (BLR) ➤ Learning Resources Production Division	<b>2</b>
NEAP ➤ Office of the Director	<b>1</b>
➤ Quality Assurance Division	<b>1</b>
➤ Professional Development Division	<b>1</b>
Bureau of Education Assessment (BEA) ➤ Education Research Division	<b>1</b>
BHROD ➤ Employee Welfare Division	<b>1</b>
Disaster Risk Education and Management Service	<b>1</b>
Project Management Service ➤ Project Development Division	<b>2</b>
Planning Service ➤ Planning and Programming Division	<b>2</b>
Finance and Administration ➤ Cash Division	<b>1</b>
➤ Accounting Division	<b>1</b>
Procurement Service ➤ Procurement Planning and Management Div.	<b>1</b>
Legal Service ➤ Legal Division	<b>1</b>
<b>TOTAL</b>	<b>22</b>

Batch 3 ( Tacloban City – September 26-28, 2017)

<b>Region Involved</b>	<b>No. of Participants</b>
Reg. VII, VIII, IX, X, NIR	10 pax/reg.

<b>CO PARTICIPANTS</b>	<b>TOTAL PAX</b>
<b>Representative from the Office of the Undersecretary for Finance</b>	<b>1</b>
<b>Representative from the Office of the Undersecretary for Administration</b>	<b>1</b>
Internal Audit Service ➤ Operations Audit Division	<b>1</b>
Bureau of Learning Resources (BLR) ➤ Learning Resources Quality Assurance Div.	<b>2</b>
BHROD ➤ Organization Effectiveness Division ➤ Personnel Division	<b>2</b> <b>1</b>
NEAP ➤ Quality Assurance Division ➤ Professional Development Division	<b>1</b> <b>2</b>
Finance and Administration ➤ Budget Division ➤ Employee Account Management Division	<b>1</b> <b>1</b>
PMS ➤ Project Management Division	<b>2</b>
Procurement Service ➤ Contract Management Division	<b>1</b>
National Children's Council for Television (attached Agency)	<b>1</b>
Sites Titling Office	<b>1</b>
ICTS ➤ Technology Infrastructure Division	<b>1</b>
<b>TOTAL</b>	<b>19</b>

Batch 4 (Davao City – October 17-19, 2017)

<b>Region Involved</b>	<b>No. of Participants</b>
Reg. XI, XII, CARAGA, ARMM	10 pax/reg.

<b>CO PARTICIPANTS</b>	<b>TOTAL PAX</b>
Planning Service ➤ EMISD	<b>2</b>
Procurement Service ➤ BAC Secretariat Division	<b>1</b>
NEAP ➤ Quality Assurance Division ➤ Professional Development Division	<b>1</b> <b>2</b>
BHROD ➤ School Effectiveness Division	<b>2</b>
Planning Service ➤ Policy Research and Development Division	<b>2</b>
ICTS ➤ Solutions Development Division ➤ User Support Division	<b>1</b> <b>1</b>
Bureau of Learner Support Services ➤ Youth Formation Division	<b>1</b>
Legislative Liaison Office	<b>1</b>
Legal Service ➤ Investigation Division	<b>1</b>
External Partnerships Service (EPS)	<b>1</b>
Administrative Service Education Facilities Division	<b>1</b>
Bureau of Learner Support Services (BLSS) ➤ School Health Division	<b>1</b>
<b>TOTAL</b>	<b>18</b>

**ORIENTATION ON THE PREVENTION OF VIOLENCE AGAINST WOMEN AND CHILDREN (VAW-C)**

Batch	Region Involved	Date/Venue	No. of Participants
1	IX, X, XI, XII, CARAGA, ARMM	Nov. 7-9, 2017 (Davao City)	12 pax/reg.
2	VI, VII, VIII, NIR	Nov. 21-23, 2017 (Tacloban City)	
3	CALABARZON, MIMROPA, V, CAR	Dec. 5-7, 2017 (Puerto Princesa)	
4	I, II, III, CAR	Dec. 12-14, 2017 (Region III)	

**Batch 2 (Tacloban City – November 21-23, 2017)**

CO PARTICIPANTS	TOTAL NO. OF PAX
Bureau of Curriculum Development (BCD)	2
Bureau of Learning Delivery (BLD)	2
Bureau of Learning Resources (BLR)	1
Bureau of Education Assessment (BEA)	1
Bureau of Human Resource and Organizational Development (BHROD)	1
National Educators Academy of the Philippines (NEAP)	2
School Health Division, Bureau of Learner Support System (BLSS)	1
TOTAL	10

**Batch 4 (Region III – December 12-14, 2017)**

CO PARTICIPANTS	TOTAL NO. OF PAX
Representative from the Office of the Secretary	1
Representative from the Office of Undersecretary for Curriculum and Instruction or from the offices under this strand	1
Representative from the Office of Undersecretary for Legal and Legislative Affairs or from the offices under this strand	1
Representative from the Office of Undersecretary for Finance	2
Representative from the Office of Undersecretary for Administration	2
Representative from the Office of the Director for Finance (or from the offices under these strands)	1
Representative from the Office of Undersecretary for Governance and Operations or from the offices under this strand	2
TOTAL	10