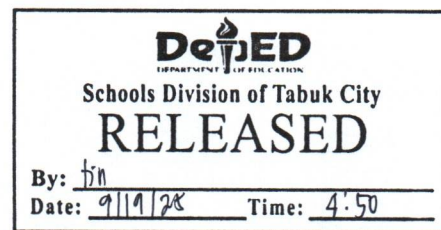




Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF TABUK CITY**  
BCS Compound, Purok 02, Bulanao Norte, Tabuk City



Office of the Schools Division Superintendent

September 19, 2025

**DIVISION MEMORANDUM**

No. 404, s.2025

**INTERFACE OF PROGRAM HOLDERS OF THE SDO  
FUNCTIONAL DIVISION RE: GAD ATTRIBUTION**

To : Chiefs and Unit Heads of CID, SGOD and OSDS  
All Program Holders  
All other concerned

1. In line with the Department of Education's commitment to advance Gender and Development (GAD) mainstreaming across all programs, projects, and activities (PPAs), the Schools Division of Tabuk City shall conduct an Interface of Program Holders of the SDO Functional Divisions on GAD Attribution consistent with the DepEd's Gender-Responsive Education Framework on September 23, 2025 at M-Hotel and Restaurant, Appas, Tabuk City, Kalinga.

2. This activity aims to:

- a. ensure that PPAs implemented at the Division level are systematically reviewed and attributed for GAD compliance;
- b. Reorient program holders of the functional divisions on the principles and processes of GAD attribution;
- c. Harmonize the implementation of CID, SGOD, and OSDS PPAs towards proper attributions to SDO GAD Funds; and



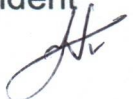
**Address:** BCS Compd., Bulanao Norte, Tabuk City, Kalinga  
**Email:** [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
**Website:** <https://www.depedtabukcity.com>

- d. Generate functional division proposals submission to the Regional Office and PCW in compliance with GAD planning and budgeting requirements.
3. Participants are listed below. Chiefs and unit heads in the three functional divisions are accountable of their compliance to the expected outputs of the activity.

SDS and ASDS	2	Top management
CID	12	All Program Holders
SGOD	10	All Program Holders
OSDS	(6) AO V, Accountant, AO IV (3), Budget and ITO	Unit Heads
<b>Total</b>	<b>30</b>	

4. Immediate dissemination of and strict compliance with this Memorandum is highly enjoined.

**BENEDICTA B. GAMATERO PhD CESO V**  
Schools Division Superintendent



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