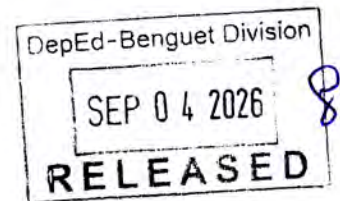




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet



4 September 2026

DIVISION MEMORANDUM

No. 350, s.2026

TO: School Heads)
School GAD Focal Point System (GFPS) Committee
Bookkeepers/Finance Personnel
All Others Concerned

Ampusongan NHS, Alejo M.
Pacalso NHS, Atok NHS, Benguet
NHS, Bokod NHS, Buguias NHS,
GBDAIS, Kamora NHS, Kibungan
NHS, La Trinidad NHS, Lepanto
NHS, Loo NHS, Mankayan NHS,
Tuba NHS, TSHI

**BUILDING A GENDER-RESPONSIVE, SAFE, AND INCLUSIVE SCHOOL
COMMUNITY SEMINAR**

1. The Implementing Units (IUs) from this Division, in coordination with Philippine Commission on Women-National GAD Resource Pool (PCW-NGRP) will conduct a **“Building a Gender-Responsive, Safe, and Inclusive School Community”** seminar-workshop for selected school personnel at Rebeka’s Resto, Buyagan Road, La Trinidad, Benguet on **September 28-29, 2026**, exclusive of travel time.
2. The following participating schools are:
 - Ampusongan NHS
 - Alejo M. Pacalso NHS
 - Atok NHS
 - Benguet NHS
 - Bokod NHS
 - Buguias NHS
 - GBDAIS
 - Kamora NHS
 - Kibungan NHS
 - La Trinidad NHS
 - Lepanto NHS
 - Loo NHS
 - Mankayan NHS
 - Tuba NHS
 - TSHI
3. This two-day activity aims to equip IUs’ school personnel on Gender and Development Projects, Programs and Activities applicable to the school; Prepare GAD Plan, Budget and Proposal; and strengthen awareness and understanding of gender equality, inclusivity, respect for diversity, child protection, and the

prevention of discrimination, harassment, bullying and other forms of violence within the school community.

4. The list of participants is found through this link:

<https://tinyurl.com/4bh3ehmb>

5. Arrival of participants at the venue shall be before 8 o'clock in the morning of September 28, 2026, for the activity to start on time.

6. Travel Expenses, training fees/honorarium of speakers, lunch and snacks as well as other incidental expenses incurred by the participants shall be charged against school MOOE, local funds or other sources subject to usual accounting and auditing rules and regulations.

7. Lunch, snacks and registration fee amounting to One Thousand Nine Hundred Pesos (P1,900.00) per participant for two days will be directly paid to ALS' ENTERPRISES INC. on a per school payment scheme.

8. Immediate and wide dissemination of this Memorandum is desired.

sgd

CARMEL R. MERIS

OIC - Schools Division Superintendent

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