




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division Office- Ifugao
LAGAWE



Division Memorandum
No. 228, s. 2017

TO : Public Elementary and Secondary School Heads
School GAD Focal Point Persons

FROM :  **FELIPE L. BALLITOC**
Officer In- Charge
Office of the Schools Division Superintendent

DATE : August 15, 2017

SUBJECT : **CLUSTER ORIENTATION ON GAD MATTERS (GAD PLAN AND BUDGET, GAD ACTION PLAN, GAD ACCOMPLISHMENT REPORT AND GAD PPAs)**

1. The Cluster Orientation on GAD Matters is scheduled on August 23- 25, 2017 at the SDO, Ammungan Hall at 8:00 am.

2. Participants to this orientation are School Heads and School GAD Focal Point Persons. Should the School Head could not come because of a conflicting schedule, she/ he shall send the Grade Level Coordinator. The participants are clustered into the following;

CLUSTER	DATE	PARTICIPANTS
1	August 23	Alfonso Lista, Aguinaldo, Mayoyao and Banaue Districts
2	August 24	Tinoc, Asipulo, Lamut, Kiangan Districts
3	August 25	Lagaue, Hungduan, Hingyon Districts and Public Secondary Schools

3. Each school shall bring a fully charged laptop for the workshop and flash drive to save necessary templates.

4. Snacks and lunch are charged through SDO GAD fund.

5. Transportation expenses shall be charged through local funds subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum is desired.