



Republic of the Philippines  
**Department of Education**  
Region VII - CENTRAL VISAYAS  
**SCHOOLS DIVISION OF BOHOL**

Office of the Schools Division  
Superintendent  
January 8, 2024

Division Memorandum  
No. 006, Series 2024

**Attachment to Bohol Public School Teachers and Employees Multi-purpose Cooperative (BPSTEMPC) Orientation for Gender and Development (GAD) Responsive Well-being Activities and Consultations to Gather Inputs from the Public Schools District Supervisors (PSDSs)**

**TO: Assistant Schools Division Superintendents  
Chiefs- CID and SGOD Functional Divisions  
Public Schools District Supervisors**

- 1) Attached is the Approved Proposal of the Gender and Development (GAD) Committee, of the Bohol Public School Teachers and Employees Multi-Purpose Cooperative (BPSTEMPC) for the **Orientation for Gender and Development (GAD) Responsive Well-being Activities and Consultations to Gather Inputs**, to be held at BPSTEA Building, Tagbilaran City, on January 9-10, 2024.
- 2) Meals and accommodation shall be charged from the BPSTEMPC GAD Budget. First meal is breakfast on the first day and last meal is breakfast on the second day.
- 3) This BPSTEMPC GAD-related activity is to be attended by the fifty-eight (58) Public Schools District Supervisors in this division.
- 4) Travel and other incidental expenses incurred by the participants shall be charged to Division/School MOOE subject to the usual auditing of the COA rules and regulation.
- 5) This Memorandum serves as Travel Order of the participants.
- 6) Immediate and wide dissemination of this Memorandum is desired.

**EVANGEL M. LUMINARIAS PhD, CESO V**  
Schools Division Superintendent



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Behold...  
**BOHOL**



Bohol Public School Teachers and Employees Multi-Purpose Cooperative  
Tamblot Street, Tagbilaran City

**I. Program Brief Description**

Program Title	Orientation for Gender and Development (GAD) Responsive Well-being Activities and Consultations to Gather Inputs
Program Owner	Dir Lorna E. Rances PhD Ma. Maya V. Tumalon PhD, MDM Arvin Paulo Amoy
Target Learners/Participants	Public Schools District Supervisors (PSDSs) Board of Directors GAD Committee Members
Number of Batches and Proposed Implementation Date	78 pax January 9-10, 2023
Proposed Venue	BPSTEA, Tagbilaran City
Total Proposed Budget	156,000.00
Proposed Continuing Professional Education credit units(if any)	N/A
Registration Fee (if any)	None Funding Source: Bohol Public School Teachers and Employees Credit Cooperative (GAD Fund)

**II. Program Background and Rationale**

**Rationale**

Gender and Development (GaD) is one of the Sustainable Development Goals (SDGs) that needs to be addressed. Capacity development with consultation among the agency's personnel is needed to address gaps that might hinder the achievement of outputs as planned and mandated.

One of the concerns of the cooperative is to orient the public schools' district supervisors (PSDSs) on gender and development (GAD) responsive well-being activities. There is also a need for data-gathering activities to ensure needs-based, participatory in nature, and process-based provision of GAD-responsive activities.

**III. Program Description**

This Orientation for Gender and Development (GAD) Responsive Well-being Activities and Consultations to Gather Inputs shall be conducted on December 27, 2023.

#### IV. Target Participants' Description

The target participants for this undertaking are the fifty-eight Public Schools District Supervisors (PSDSs), Board of Directors, and GAD Committee Member of Bohol Public Schools Multipurpose Cooperative (BPSTEMPC).

#### V. Workplace Development Objectives (WDO)

- **Impact:** Enhanced knowledge on GAD-responsive activities
- **Organizational outcome:** Strengthen and harmonious relationship with the cooperative, BODs, officers, management and clients
- **Outputs:** Schedule visits to campaign more clients
- **Competencies:** Develop an Action Plan to fully implement GAD-responsive activities

#### VI. Program Learning Objectives

The program aims to:

- a) enhance knowledge on GAD-responsive activities,
- b) ensure harmonious relationship with the board of directors, officers, management, staff, and clients, and
- c) appreciate the value of data-driven provision of programs, projects, and activities.

#### VII. Workplace Application Project or Job-Embedded Learning

Learning Goals	Current Status	Learning Strategies	Required Resources	Key Performance Indicator
To be enhance enhance knowledge on GAD-responsive activities	Basic Level of proficiency	Lecture Sharing of experiences	Power point presentation	Enhanced knowledge on GAD-responsive activities
To ensure harmonious relationship with the board of directors, officers, management, staff, and clients.	Some issues were provided	Lecture Sharing of experiences	Power point presentation	Increase number of satisfied members

#### TRAINING MATRIX

<b>Time</b>	<b>Activity</b>	<b>Person In-Charge</b>
<b>Day 1</b>		
8:00-10:00 am	Arrival/Registration	BPSTEMPC Staff
10:00-12:00 am	Preliminary Activities	Ma. Maya V. Tumalon PhD, MDM
12:00-1:00 nn	Lunch Time	Julie T. Maestrado EdD, RGC
1:00-3:00 pm	Session: Gender and Development (GaD) Concepts and Responsive Activities in Relation to Membership in a Cooperative	Dir Loma E. Rances PhD
3:00 – 5:00 PM	Session 2: Organizational Goals of Bohol Public Schools Teachers and Employees Multipurpose Cooperative (BPSTEMPC)	Manager Ma Petra B. Ocio
6:00-7:00 PM	Session 3. Preparation of Action Plan	GaD Committee Members
7:00 pm	Dinner	
<b>Day 2</b>		
8:00-9:00 AM	Preliminary Activities	Arvin Paulo Amoy
9:00-10:00	Next Steps	
10:00 am	Closing Activity	

#### IX. Financial Requirements

<b>ITEM OF EXPENDITURE</b>	<b>#REQUIRE D (e.g.# of pax/units/s ets/hr)</b>	<b>Cost per Unit/Hour</b>	<b>Total No. of days</b>	<b>Amount</b>
Lunch /Snacks/ Accommodations	78 pax	2,000.00	2	156,000.00
			<b>Total</b>	<b>156,000.00</b>

#### X. Learning Resources Needed

Power Point Presentations  
Laptop  
Projector

### XI. Monitoring and Evaluation Plan

Levels of M & E	Indicators	Methods and Tools	Data Sources	Schedule of M&E	Person/s Responsible	Resources	User of M&E Data
Level 4. Results	District visits of the coop staff, BOD, and management	Program Completion Report	M&E Tools	1 month after	Process owner	Reports	BOD for policy development
Level 3. Behavior	Improved performance and productivity of coop staff	Performance Assessment	Survey results	1 month after	Process owner	Plan	BOD for policy development
Level 2. Learning	Members will become aware on the coop's services	List of new members/ clients	List	Reporting Period	Coop Staff in-charge	Reports	BOD for policy development
Level 1. Reaction	Achievement of session objectives, Favorable feedback	Post Evaluation and interventions	Learners/ Participants	End of the CB activity	Program Management Team	M&E Post Evaluation tool	BOD for policy development

### **XIII. APPROVAL SHEET**

This Orientation for Gender and Development (GaD) Responsive Well-being Activities and Consultations to Gather Inputs, has been prepared by:



**ARVIN PAULO AMOY**  
GAD Committee Member



**MA. MAYA V. TUMALON PhD, MDM**  
GAD Committee Member



**DIR. LORNA E. RANCES PhD**  
GAD Committee Chair

Fund Source: **Bohol Public School Teachers and Employees Multipurpose Cooperative (BPSTEMPC)**

Approved:



**WILFREDA D. BONGALOS PhD, CESO V**  
Chair, Board of Director