



December 12, 2014

**DIVISION MEMORANDUM**

No. 270, s. 2014

TO : Assistant Schools Division Superintendent  
Education Program Supervisors  
District Supervisor/Districts-in-Charge  
Elementary and Secondary School Administrators  
Administrative Officer V

FROM : Dr. Eduardo A. Ompad  
Officer-in-Charge  
Office of the Schools Division Superintendent

SUBJECT : **GENDER AND DEVELOPMENT (GAD) TRAINING OF TRAINERS FOR DEPED OFFICIALS AND NON-TEACHING PERSONNEL**

1. Peace, tranquility and harmony can only be achieved if there is understanding in the family, community and in the work place.
2. In this connection, in order to promote and enhance the Male and Female relationship and to avoid gender bias culture, the DepEd, Lapu-Lapu City will conduct a one (1) day Training of Trainers to all our School Administrators both Elementary and Secondary levels so that in turn they will conduct echo-training seminar to their teachers.
3. Participants to this training are the Asst. Schools Division Superintendent, Education Program Supervisors, Public Schools District Supervisors, School Administrators of both the Elementary and Secondary levels and Division Office Section Heads.
4. This will be held on December 29, 2014, Monday from 8:00 AM to 5:00 PM at the 5<sup>th</sup> floor, DepEd Lapu-Lapu City.
5. One lunch and 2 snacks shall be served to the participants subject to the usual accounting rules and regulations.
6. Registration in-charge is Mrs. Rebecca Toring and Food in-charge is Mrs. Cirila Degollacion.
7. Attendance is compulsory.
8. For immediate dissemination.

  
**EDUARDO A. OMPAD, Ph.D.**  
Officer-in-Charge

Office of the Schools Division Superintendent