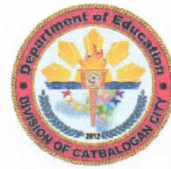




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY



November 05, 2018

DIVISION MEMORANDUM

No. 397 s. 2018

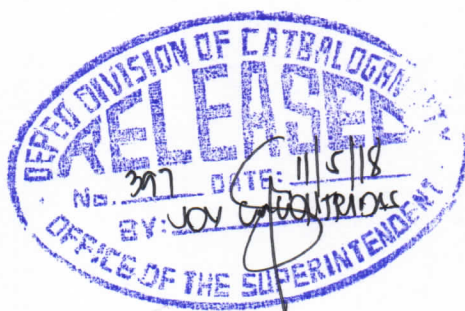
**TO: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads, Public Elementary and Secondary Schools
All others concerned**

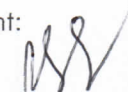
**CRAFTING OF SCHOOL GAD PLAN AND ACCOMPLISHMENT DOCUMENTATION
WRITESHOP CUM SHARING OF BEST PRACTICES**

1. To ensure that School GAD Focal Point System is functional from planning & budgeting phase to reporting phase, this Division through the Human Resource Development (HRD) Section will conduct a one-day activity on Crafting of School GAD Plan and Accomplishment Documentation on **November 8, 2018** at Tia Anitas Catbalogan City.
2. This activity is intended to provide technical assistance to School Heads in implementing the GAD program by ensuring that expenditures are aligned to its GAD Plan and its activities are compliant to DepEd mandates and statutory provisions.
3. The participants to this activity are the school heads both in Elementary and Secondary Levels and the Public School District Supervisors assigned in the field.
4. Expenses to be incurred in the conduct of this activity shall be charged against Division GAD Fund, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this memorandum is desired.

CARMELINO P. BERNADAS, Ph.D. CESOVI
OIC-Schools Division Superintendent

For the Office of the Schools Division Superintendent:




EDGAR Y. CALVADORES
EPS-I Mathematics