



Republic of the Philippines
Department of Education
Region V- Bicol



SCHOOLS DIVISION OFFICE OF LIGAO CITY

Office of the Schools Division Superintendent

August 24, 2026

DIVISION MEMORANDUM

82426456

No. **0418** s. 2026

ADDENDUM TO DIVISION MEMORANDUM NO. 415, S. 2026

(School-Based Monitoring and Evaluation on the Implementation of the Gender Responsive Basic Education Policy (DO 32, s. 2017))

To: Asst. Schools Division Superintendent
CID and SGOD, Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This is to inform the field of the change in the schedule of the School-Based Monitoring and Evaluation on the Implementation of the Gender Responsive Basic Education Policy (DO 32, s. 2017) from **August 25, 2026** to **September 1, 2026** at St. Elmo's Event Hall, Batang, Ligao City due to pre-work activities to be needed during the workshop.

2. Below is list of the additional participants to this activity.

Personnel	Office
Chief Education Supervisors	SGOD and CID
Public Schools District Supervisors	CID

3. For reference, enclosed are the following:
a. Program Management Team
b. Activity Matrix
4. For information and guidance of all concerned.

NYMPHA D. GUENO
Schools Division Superintendent



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SCHOOLS DIVISION OFFICE OF LIGAO CITY

Enclosure No. 1 to DM 0418, s. 2026

EXECUTIVE COMMITTEE

NYMPHA D. GUEMO Schools Division Superintendent MELCHIZEDEK C. TONGCO Assistant Schools Division Superintendent	
ERNIE M. BARANQUEL Chief Education Supervisor, SGOD	TITA V. AGIR Chief Education Supervisor, CID

PROGRAM MANAGEMENT TEAM

Name	Position	Designation
EMALYN G. REMPIS	SEPS- HRD	Resource Person/ Program Manager
RUTH GLAIZA H. SABATE	EPS II- HRD	Resource Person/ Logistics Officer/ Documenter
ANGELO C. QUINTAN	SEPS- SMME	M&E Personnel
ANA LIZA E. STA. ANA	Nurse II	Welfare Officer



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SCHOOLS DIVISION OFFICE OF LIGAO CITY

Enclosure No. 2 to DM No. 4, s. 2026

School-Based Monitoring and Evaluation (SBM&E) on the Implementation of the Gender Responsive Basic Education Policy (DO 32, s. 2017)

St. Elmo's Event Hall, Batang, Ligao City
September 1, 2026

ACTIVITY MATRIX

Date/Time	Activity	Person Responsible
7:30 a.m.-8:00 a.m.	Registration	PMT
8:00 a.m.-8:30 a.m.	Opening Program	
8:30 a.m.-8:35 a.m.	Acknowledgment of Participants	
8:35 a.m.-9:00 a.m.	Message	Nympha D. Guemo Schools Division Superintendent
9:00 a.m.-9:30a.m.	Session 1: Overview of the Gender Responsive Basic Education Policy (DO 32, s. 2017)	Ruth Glaiza H. Sabate EPS II, HRD
9:30 a.m.-10:00 a.m.	Session 2: Rationale, Objectives and Process of the SBM&E	
10:00 a.m.-10:15a.m	Health Break	
10:15 a.m.-12:00nn	Session 3: SBM&E Tools, Indicators, and required Means of Verification Workshop 1: Review of School GAD documents, plans, and accomplishment reports	Emalyn G. Rempis SEPS, HRD
12:00 nn-1:00 p.m.	Lunch Break	
1:00 p.m.-2:00 p.m.	Workshop 2: Assessment of Gender-Responsive School Practices, Facilities, and Learning Environment	Emalyn G. Rempis SEPS, HRD
2:00p.m.-3:00 p.m.	Workshop 3: Identification of Gaps, Issues, and Technical Assistance Needs	
3:00 p.m.-3:15 p.m	Health Break	
3:15 p.m.-4:00 p.m.	Presentation of Outputs and Sharing of School-Level Insights	Selected school heads
4:00 p.m.-4:30 p.m.	Consolidation of Monitoring Results and Agreements	M&E Team
4:30 p.m.-5:00 p.m.	Closing Program	SDS/PMT