



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023-409

To: Assistant Schools Division Superintendent
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Instruction Division
Public Schools District Supervisors
School Heads, Elementary, Integrated and Secondary Schools

Subject: **PARTICIPANTS IN THE CAPACITY BUILDING AND WORKSHOPS
FOCUSING ON GENDER AND DEVELOPMENT (GAD), CONTINGENCY
PLANNING AND PSYCHOLOGICAL FIRST AID (PFA)**

Date: November 21, 2023

1. Herewith is the letter from the Kaabnib Foundation in partnership with the ChildFund Philippines, this Office will conduct the abovementioned activity on **November 25 and December 2, 2023**, for the **Virtual Sessions** and **December 8-10, 2023**, for the in-house training in Malabalay City, Bukidnon venue to be identified later.
2. Anent to this, participants be given Service Credit/COC for the services rendered during the activity. Please see **Annex A** for the list of participants.
3. Travelling, Meals, Lodging and other incidental expenses of the participants shall be charged against the Division, School MOOE funds, PTA Funds, Canteen Funds, Local School Board (LSB- SEF) and other existing funds and subject to the usual accounting and auditing rules and regulations.
4. In accordance with Division Memo. No. 818, s. 2021. Everyone is encouraged to continuously support and value Equal Opportunities Principle (EOP) within the Department.
5. For information, immediate dissemination, and compliance.



REYNALDO B. MELLORIDA, CESO V
School Division Superintendent

Enclosed: As stated
SGOD/EAA





Republic of the Philippines
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Annex A

List of Participants

Project SPEAK (Sustainable Programs for Education, Advocacy, and Knowledge)

November 25 and December 2, 2023 – Virtual Sessions

December 8-10, 2023 – In-house Training

Name	Position	Office
Norhan Jalmaani	ESP II	SGOD
April Julie Mae Gonzaga	AO II	OSDS
Jan Gabero	ADAS II	SGOD
Nestor H. Ranera	Principal III	Tubod National High School
Ervin Rey D. Abao	Master Teacher I	Tubod National High School
Elda R. Dela Cruz	Teacher III	Tubod National High School
Lalaine C. Dumana	Teacher III	Alia National High School
May Sheen Z. Balayo	Teacher I	Alia National High School
Janice L. Gomez	Teacher I	Alia National High School
Rey Vladimir A. Ehera	Teacher I	San Isidro Elementary School
Fe Joann C. Grancho	Master Teacher I	San Isidro Elementary School
Melodina R. Catoc	Teacher I	Anibongan National High School
Maria Rosario T. Garcia	Teacher I	Anibongan National High School
Rowell D. Bain	Teacher I	Anibongan National High School





13 November 2023

Reynaldo B. Mellorida, CESO V
Schools Division Superintendent
Department of Education
Province of Davao Del Norte

Dear Sir Mellorida:

Greetings!

Kaanib Foundation, in partnership with ChildFund Philippines, has been implementing a project named **“Project SPEAK (Sustainable Programs for Education, Advocacy, and Knowledge)”** since February 2023, in the Municipality of Malaybalay in Bukidnon and Municipality of Carmen in Davao Del Norte. The project is funded by the European Union.

The project will be conducting series of capacity building and workshops focusing on Gender and Development (GAD), contingency planning, and Psychological First Aid (PFA). The project will invite **3** participants from each of our partner schools in our covered barangay in the Municipality of Carmen namely **Alia National High School, Tubod National High School, Anibongan National High School** and **San Isidro Elementary School** and **2** participants from the **Division office of DepEd Davao Del Norte**.

Dates of activities are the following:

1. **November 25, 2023** and **December 2, 2023** -Virtual Session from **9:00am- 12:00nn**.
2. **December 8-11, 2023** – in house training at Malaybalay City, Bukidnon.

The training and workshop aim to have the following:

1. Empower participants in advancing gender equality, and gender-based disparities, and promoting social development towards a more inclusive, equitable, and just society.
2. Understand the importance of having a contingency plan as a strategic approach in dealing with uncertainty and mitigating risks.
3. Equip participants with the knowledge and skills to provide immediate psychological support to those affected by traumatic events, promote resilience, and prevent the development of psychological disorders in the wake of crises and disasters.

With this, we would like to invite the following:

Name	Position	Office
1.		
2.		

It would be a great honor to have them in the said activity.

Should you need additional information, please contact Cityvim F. Villanueva Jr., Community Mobilizer of Kaanib Foundation Inc. through his email address kaanibfoundation.projectspeak@gmail.com or cellphone number 09772192208.

Thank you so much!

Sincerely,

ERLINDA SAYAGO
Area Coordinator
Kaanib Foundation

