



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

January 18, 2024

OFFICE MEMORANDUM

HRDD – 2024 - **38**

**PREPARATION AND SUBMISSION OF THE FY 2024 PROGRAMS, PROJECTS,
AND ACTIVITIES (PPAs) SUBJECT TO THE HARMONIZED GENDER
AND DEVELOPMENT GUIDELINES (HGDG) TOOL**

To: Regional Functional Division Chiefs
Unit and Section Heads
All Others Concerned

1. In reference to the Memorandum Circular (MC) No. 2023 – 02 dated 11 September 2023, issued by the Philippine Commission on Women (PCW), which pertains to the Preparation and Submission of the Fiscal Year (FY) 2024 Gender and Development Plans and Budgets (GPB), this Office, through the Human Resource Development Division (HRDD), shall spearhead the submission to the Bureau of Human Resource and Organizational Development – Employee Welfare Division (BHROD-EWD) through the GAD Focal Point System Secretariat (GFPS).

2. All submissions, which are due not later than January 20, 2024, from the Regional Functional Divisions must be channeled through HRDD - GFPS Secretariat for consolidation.

3. This Office is committed to achieving effective gender mainstreaming in the Department in compliance with Section 36 (a) of Republic Act No. 9710 or the *Magna Carta of Women*, particularly on allocating at least five percent (5%) of the agency's total budget appropriations. The same shall also help address COA findings and/ or Audit Observation Memorandum (AOM) on GAD which are annually received by the CO and field offices.

4. On the attribution of DepEd programs, kindly refer to the guidelines set by PCW:

“1.6 To attribute the expenditure of a major agency program/project to GAD in the FY 2023 GAD AR, agencies shall accomplish the harmonized Gender and Development Guidelines (HGDG) Project Implementation and management, and Monitoring and Evaluation (PIMME) checklist (HGDG Boxes 16 & 17) or the Facility Implementation, Management, and Monitoring and Evaluation (FIMME) checklist (HGDG Box F2), whichever is applicable, to assess the gender-responsiveness of the implementation of the program/project.

1.6.1. In accomplishing the HGDG FIMME or checklist, agencies shall fill out the Remarks column of the HGDG checklist for items in which the agency answered



“yes” or “partly yes,” and indicate the relevant means of verification (MOV) to facilitate the validation of the HGDG score.

1.6.2. The score in the HGDG assessment shall be the basis for determining the actual cost/ expenditure that can be attributed to GAD and reflected in the GAD AR. The percentage score of the program/project in the HGDG PIMME/FIMME assessment shall correspond to the percentage of the expenditure (not the budget) of the agency’s major programs/projects with HGDG PIMME/FIMME scores below 4.0 shall not be eligible for attribution.” The formula for computation shall be as follows:

$$\frac{\text{HGDG PIMME/FIMME Score}}{\text{Total HGDG Points}} \times 100\% = \% \text{ of annual program expenditure attributable to GAD}$$

(% of annual program expenditure attributable to GAD x (annual program expenditure)) = amount attributable to GAD in the Accomplishment report

$$\text{e.g. } \frac{16.5}{20} \times 100\% = 82.5\%$$

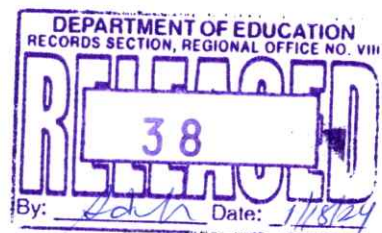
$$82.5\% \times \text{P50 million} = \text{P41,250,000.00}$$

5. For further inquiries, contact Dr. Harvie D. Villamor, HRDD Chief through hrdd.region8@deped.gov.ph.

6. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

Enclosure: None
Reference: DM-OUHROD-2024-005 & 2023-1517
MC No. 2023-02 & 2023-05



To be indicated in the Perpetual Index under the following subjects:
HGDG PAPs SUBMISSION

HRDD-RTV

