UNNUMBERED MEMORANDUM

TO	:	All Principals
		Public Elementary and Secondary Schools
		All Concerned
FROM	:	**DR. MERTHEL M. EVARDOME**
		Acting Assistant Schools Division Superintendent
		OIC – Office of the SDS
SUBJECT	:	**Survey on GAD Status in All Schools**
DATE	:	February 20, 2015

May I seek your cooperation in the Conduct Survey on Gender and Development Program in Division of Antipolo using the attached GAD Questionnaire. The study is to find out the extent of GAD implementation in terms of planning, policies, programs/trainings, human resources and support system. The result will help the Department enhance our GAD Plan and compliance to guidelines on GAD implementation of the Philippine Commission on Women (PCW).

This is the first GAD evaluation to be conducted in our Division. The questionnaire should be submitted on or before March 6, 2015.

Attention: **LOURDES A. TABUENA**
Division GAD Coordinator

Your usual support is highly appreciated.

UM-93, s. 2015

@LAT. 2015

Batang Antipulenyo, Dangal ng Bayan Ko

Gender and Development (GAD) Questionnaire

Part I: Profile of Respondents

Please supply the needed information on the spaces provided for.

Name (optional):_____Age _____ Sex _____ Civil Status _____

Present Position:_____ Office _____

Region _____

Division _____

School _____

Year the School was established _____

Highest Educational Attainment : _____, please specify course _____

Years in Service: _____

Performance Ratings for the last 3 years (Descriptive)

2007-2008: _____

2008-2009: _____

2009 – 2010 _____

GAD Trainings/Workshops Attended   _____

_____

_____

GAD Involvement in projects, planning activities, policy formulation and implementation, writing-workshops, management of VAWC/sexual harassment cases, etc

_____

_____

_____

Implementation Areas	Yes	No	If yes, provide evidence
4.3 implement specific policies/mechanisms for women protection (e.g. anti-sexual harassment units or day care centers for nursing mothers)			
4.4 made women empowerment evident in offices by giving women strategic roles and letting them participate in planning and program implementation			
4.5 capacitated staff/personnel with GAD competencies and tools such as gender responsive planning, gender analysis, audit and evaluation.			
5. Support Systems			e.g. Budget, Network of Agency Partners and GAD Resource Persons, GAD Database System, Library, Materials, Website and Resource Links, Evaluation Tools
5.1 allocated funds for GAD			
5. 2 instituted evaluation mechanisms for impact/effects of GAD programs			
5.3 established a network of GAD resource persons and partners			
5.4 established a sex disaggregated database system in the Basic Education Information System (BEIS) in offices			
5.5. other mechanisms for information dissemination and communication for GAD messages (e.g. website, on-line)			

Part II. The following items pertain to the entry points in GAD implementation. Please check the corresponding column indicating the presence or absence of the following indicators in each implementation area. The third column is for supporting evidence for 'yes' responses. Use extra sheets for column 3 when needed.

Implementation Areas	Yes	No	If yes, provide evidence
As a GAD implementing agency, DepED/ Our Office has .... **1. Planning** 1.1 regularly submitted GAD Plan to the Philippine Commission on Women (PCW), formerly National Commission on the Role of Filipino Women (NCRFW) 1.2 evolved a list of GAD concerns and objectives derived from gender policy analysis/studies to be integrated in plans at all levels 1.3 used sex-disaggregated data as basis for GAD plans 1.4 conducted gender responsive planning at the regional/division/school level 1.5 school, regional, division plans for integration in the national GAD plans			e.g. GAD Plan, Annual GAD Activities, GAD Issues, Research/Studies on GAD, Sex-Disaggregated Database, Planning Workshops, etc.
2. . Policies 2.1 written policies/ guidelines to support GAD 2.2 integrated GAD in its policies, guidelines, regulations 2.3 disseminated regular issuances to sustain GAD efforts 2.4 fielded issuances on anti-sexual harassment and promotion of women concerns and programs			e.g. Memo/Orders/Issuances on GAD, regulations on anti-sexual harassment and Violence Against Women

Part III : Categorize the following factors into Facilitating or hindering factors by putting a check on the appropriate column. Column 3 is for the problems encountered in GAD implementation relating to the hindering factors. Use extra sheets for column 3 when needed.

Factors	Facilitating Factor	Hindering Factor	Problems Encountered in GAD Implementation
Executive Sponsorship			
National and related Policies on GAD			
Funding/Budget			
Focal Point or technical working group (TWG)			
Materials, Library and other Related Resources			
GAD Sensitivity and other related Trainings			
Conscious effort for GAD Advocacy/Campaign/Information Dissemination			
GAD Planning Skills resulting to GAD Plan			
Other GAD Skills (e.g. Gender Analysis, GAD Audit			
GAD Database System/Sex Disaggregated Data			
Culture/Beliefs/Traditions			
Others, please specify _____ _____ _____			