



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

02 March 2026

**SCHOOLS DIVISION MEMORANDUM**

No. 027,

s. 2026

**RECONSTITUTION AND SUBMISSION OF SCHOOL GENDER AND  
 DEVELOPMENT FOCAL POINT SYSTEM (GFPS)**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Public Elementary and Secondary Schoolheads  
 All Others Concerned

1. Pursuant to the provisions of Section 36-b of Republic Act (RA) No. 9710 also known as the *Magna Carta of Women (PCW)*, all government agencies are mandated to establish and institutionalize the Gender and Development (GAD) Focal Point System in line with DepEd Order No. 32, s. 2017 on the *Gender-Responsive Basic Education Policy* and DepEd Order No. 27, s. 2013 on the *Guidelines and Procedures on the Establishment of Gender and Development (GAD) Focal Point System (GFPS) at the Regional, Division, and School Levels*.
2. In view of this, the Schools Division Office directs all schoolheads to submit their respective reconstituted School Gender and Development Focal Point System (GFPS).
3. This shall be the composition of the school GFPS.

GFPS Head or Chairperson	Schoolhead
Members for Elementary School	<ul style="list-style-type: none"> <li>✓ 1 Master Teacher and 2 teachers or</li> <li>✓ 3 teachers (for no Master Teacher)</li> </ul>
Members for Integrated Schools	<ul style="list-style-type: none"> <li>✓ 1 Head Teacher (if possible)</li> <li>✓ 1 Elementary teacher</li> <li>✓ 1 Junior High School Teacher</li> <li>✓ 1 Senior High School Teacher</li> </ul> Note: (Teachers are only assigned if there is no Master Teacher or Head Teacher Designates)
Members for Secondary Schools	<ul style="list-style-type: none"> <li>✓ Guidance Counselor (if possible)</li> <li>✓ 4 teaching-related personnel (Assistant Principal and Head Teachers)</li> </ul>
Secretariat and M&E Committee	<ul style="list-style-type: none"> <li>✓ Preferably Non-teaching or Teaching-related Personnel</li> </ul>

4. Funds shall be allocated for programs, projects and activities to address GAD issues in the workplace and schools, and to support the organization, management and operations of the GFPS, to be charged to the five (5) percent GAD budget of the school which shall be part of the School Improvement Plan.



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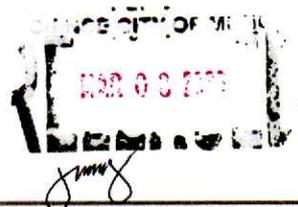
5. The functions of the School GAD Focal/Point Persons are as follows:
  - a. lead in the gender mainstreaming in policies, plans, and programs, projects and activities (PPAs) and in the assessment of gender-responsiveness of systems, structures, policies, procedures and programs based on priority thrusts, needs, and concerns of DepEd for its stakeholders, particularly students, teachers, and employees;
  - b. analyze programs and projects using the Harmonized GAD Guidelines for Programs and Projects to determine their gender sensitivity;
  - c. recommend formulation/revision of policies in advancing women's status and child protection;
  - d. lead in the review and updating of sex-disaggregated data for GAD database to serve as the basis in performance-based gender responsive planning;
  - e. implement advocacy activities, including the development of Information, Education and Communication (IEC) materials to ensure consciousness-building and generating support for GAD;
  - f. identify gender issues arising from gender analysis and audit to serve as basis for determining PPAs in the GAD Plan;
  - g. prepare GAD plans and budget and accomplishment reports and ensure their timely submission to the Division GAD Focal person for consolidation at the Schools Division Office;
  - h. ensure the effective and efficient implementation of the GAD Plan and PPAs and the judicious utilization of the GAD budget;
  
6. All schools shall be guided accordingly in the establishment of GFPS in their respective schools. Schoolheads are advised to submit the composition of their School GFPS on or before March 6, 2026 at the SDO Records.
  
7. For inquiries and clarifications, you may contact Mr. James Patrick S. Barias, Education Program Specialist II/Division GFPS Focal Person at jamespatrick.barias@deped.gov.ph or at 0917-189-3968.
  
8. Immediate dissemination of this Memorandum is earnestly desired.

*Johanna N. Gervacio*  
**JOHANNA N. GERVACIO PhD, CESO V**  
 Schools Division Superintendent ✓

*Encl. As stated*  
 To be indicated in the Perpetual Index  
 Under the following subjects:

COMMITTEE      SCHOOLS

GFPS/JPSB/ Submission of School Gender and Development Focal Point System (GFPS)  
 03/ March 2, 2026



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