



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2026-020

To : **Assistant Schools Division Superintendent**
SGOD Chief

Attention: **Cherrie Anne B. Bohol**
EPS-SGOD, Division SBM Coordinator

Janice S. Alquizar
EPS II, Division GAD Coordinator

Subject : **SCHOOL-BASED MANAGEMENT (SBM) AND GENDER AND DEVELOPMENT (GAD) QUARTERLY POCKET MEETING SCHEDULES FOR CY 2026**

Date : January 14, 2026

This has reference to the attached Regional Memorandum FTAD-2026-001, re: School-Based Management (SBM) and Gender and Development (GAD) Quarterly Pocket Meeting Schedules for CY 2026.

In line with the Department of Education's (DepED) continuous effort to improve school management and promote gender equality, this Office informs the Division SBM and GAD Focal Persons on the proposed schedule and hosts of their Joint Quarterly Pocket Meeting:

Quarter	Proposed Schedule	Host Schools Division Office
First	4 th Week of March	Panabo City
Second	1 st Week of June	Tagum City
Third	4 th Week of September	Davao City
Fourth	2 nd Week of November	Island Garden City of Samal

Food, snacks, and accommodation during the meeting shall be chargeable against the GAD or other sources of funds of the host division and the supplemental funding to be downloaded by the Regional Office through FTAD's MOOE while traveling, and other related expenses incurred related to the activity shall be chargeable against the local funds subject to the usual accounting, rules and regulations.

Specific date, venue and other important details of the activity shall be informed through a separate memorandum.

Immediate dissemination of this Memorandum is desired.
DepEd Schools Division of Digos City

RECORDED

MELANIE P. ESTACIO, PhD, CESO VI

Schools Division Superintendent

Enclosed: As stated.
SGOD/cab



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
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Republic of the Philippines
Department of Education
DAVAO REGION



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January 8, 2026

REGIONAL MEMORANDUM
FTAD-2026-001

SCHOOL-BASED MANAGEMENT (SBM) AND GENDER AND DEVELOPMENT (GAD) QUARTERLY POCKET MEETING SCHEDULES FOR CY 2026

To: Schools Division Superintendents
Chiefs of Functional Divisions

1. In line with the Department of Education's (DepEd) continuous effort to improve school management and promote gender equality, this Office informs the Schools Division Superintendents and Chiefs of Functional Divisions on the proposed schedule and hosts of the Joint Quarterly Pocket Meeting of the School-Based Management (SBM) and Gender and Development (GAD) Focal Persons:

Quarter	Proposed Schedule	Host Schools Division Office
First	4 th Week of March	Panabo City
Second	1 st Week of June	Tagum City
Third	4 th Week of September	Davao City
Fourth	2 nd Week of November	Island Garden City of Samal

2. Food, snacks and accommodation during the meeting shall be chargeable against the GAD or other sources of funds of the host division and the supplemental funding to be downloaded by the Regional Office through FTAD's MOOE while traveling, and other related expenses incurred related to the activity shall be chargeable against the local funds subject to the usual accounting, rules and regulations.

3. Specific date, venue and other important details of the activity shall be informed through a separate memorandum.

4. For more information, look for Ronnie S. Mercado, EPS or Aida P. Placencia, EPS, GFPS TWG Alternate, through 291-0051.

5. Immediate dissemination and compliance with this Memorandum is directed.

RECORDS SECTION
RELEASED
By: *[Signature]* Date: *Jan. 13, 2026*
Time: *10:00 AM*
ROF3/app/rsm

ALLAN G. FARNAZO
Director IV

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