



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

November 11, 2025

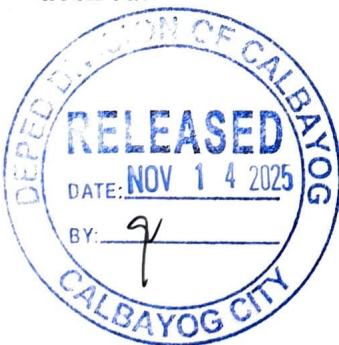
DIVISION MEMORANDUM

No. 571, s. 2025

**UPDATES ON THE CONDUCT OF LEADERSHIP IN A GENDER-RESPONSIVE
BASIC EDUCATION**

TO: Asst. Schools Division Superintendent
SGOD and CID Chiefs
School Heads
All Others Concerned

1. This Division through the SGOD-SMN-Youth Formation, informs all concerned participants of the **Leadership In A Gender-Responsive Basic Education** that the schedule of this activity is moved from November 14, 2025 to **November 24, 2025**. This is to give way to other equally important activities of the division office.
2. The participating learner leaders shall secure a signed Parental Consent and all teaching participants shall secure a Subject Displacement Form (**see attached enclosures**).
3. All other provisions of **DM 237, s. 2025 dated May 30, 2025** shall remain in effect.
4. Immediate dissemination of and compliance with this memorandum are desired.



for: *[Signature]*
MARGARITO A. CADAYONA JR. PhD. CESO VI
Schools Division Superintendent
Office of the Schools Division Superintendent
S.O. # 85 s. 2025

Enclosures: As stated

Reference: As stated

To be indicated in the Perpetual Index under the following subject:
GRBE Leadership

SGOD-SMN-YFD

Enclosure 1:



Republic of the Philippines
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PARENT'S / GUARDIAN CONSENT FORM

Name of Learner : _____
School : _____
Date of Birth : _____
Sex : _____
Parent's/Guardian's Name: _____
Relationship to the Learner: _____
Home Address : _____
Contact Number/s : _____
Title of the Activity : Leadership In A Gender-Responsive Basic Education
Venue : Division Office Conference Hall
Date : November 24, 2025

As the parent/guardian of the abovementioned learner, I hereby acknowledge that I have been informed of the details of the activity and freely elect to participate and agree that the rules and regulations established for the said activity are for the safety and security of the participants, and thus agree to instruct my child or children to obey them. I will also remind my child to follow the proper health and safety protocols set forth by the IATF, DOH, and DepEd in case of his/her participation in a limited face-to-face activity.

I hereby allow the organizers to have the photos, videos, and/or any testimonials of my child as part of the documentation of the said activity.

I further certify that I am informed of the purpose of the activity and willingly and expressly give my consent thereto and that the same shall be processed in accordance with the Data Privacy Act of 2012 (Republic Act 10173) and the Learners Rights Protection Policy of the Department.

Having understood all the, I hereby consent my child or children to participate, acknowledging all of the foregoing.

Signature over Printed Name

Date

Notes: (other information you may wish to inform the teacher, such as medical condition, etc.)



Address: P2 Brgy. Hamorawon, Calbayog City, Samar

Email Address: calbayogcity@deped.gov.ph

Website: <https://calbayogcity.deped.gov.ph>



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY
Calbayog City, Samar

SUBJECT DISPLACEMENT FORM

Name of Teacher : _____ School Year : _____
Subject/s Taught : _____ Date of Leave : _____
Leave Duration : _____
Reason/Purpose of Leave/Absence: _____

Directions:
To be complied before the leave or absence of the concerned teacher. For the teachers who are on leave or absent for a certain purpose, ask the assistance of the Department Head/School Head in filling out the needed information.

TIME & SCHEDULE (DAYS)	GRADE & SECTION	SUBJECT/S	TEMPORARY TEACHER TO HANDLE THE SUBJECT	HAND OVER OF EXISTING INSTRUCTIONAL MATERIAL/S	SIGNATURE	REMARKS
Morning Session						
Afternoon Session						

Note: Furnish 3 copies duly signed by the respective signatory/ies.

Prepared by:

(Position)

Approved:

(School Head)



Republic of the Philippines
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REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

May 30, 2025

MEMORANDUM
DM-OSGOD-YFD 237, s. 2025

LEADERSHIP IN A GENDER-RESPONSIVE BASIC EDUCATION

TO: Asst. Schools Division Superintendent
SGOD and CID Chiefs
Public School District Supervisors
School Heads
All Others Concerned

1. Pursuant to DepEd Order No. 32, s. 2017 which is the **Gender-Responsive Basic Education Policy**, the Youth Formation Unit of the School Governance and Operations Division will be conducting the **Leadership in a Gender-Responsive Basic Education** on **November 14, 2025** at the Division Office Conference Hall, SDO Calbayog City.

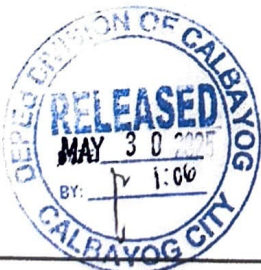
2. The participants for this activity are the following:

DF SSLG Officers	= 12
Secondary BKD Officers	= 24 (2 per district)
Secondary YES O Officers	= 24 (2 per district)
Teacher Advisers	= 12 (1 per district/will also serve as chaperone of the learner participants)
Youth Formators	= 6 (PDO I)
Resource Persons	= 2
DepEd Key Official	= 2
TWG	= 2

3. Reports show that one of the prevalent incidents in schools is gender-based violence, especially in bullying cases, therefore, the Youth Formation Unit needs to empower learner leaders to have tools needed to combat the rising incidents in schools through their activities.

4. For questions and concerns you may email the **lfd@calbayog.ph.education**.

5. Immediate dissemination of and compliance with this memorandum are desired.



for: *[Signature]*
MARGARITO A. CADAYONA JR. PhD. CESO VI
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent
SO # 033 s. 2025



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