



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

**DIVISION MEMORANDUM**  
No. 356 s. 2024

SEP 04 2024

**SCHEDULING OF GENDER AND DEVELOPMENT ACTIVITIES (GAD) AND  
DISASTER RISK REDUCTION AND MANAGEMENT (DRRM)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Principals  
All Others Concerned

1. In consideration of the limited number of school days in the academic calendar and to ensure minimal disruption to classroom instruction, all Gender and Development (GAD) and Disaster Risk Reduction and Management (DRRM) activities are to be scheduled on weekends or holidays whenever possible.
2. This adjustment aims to optimize the use of weekdays for academic purposes and ensure that our students receive the maximum benefit from their instructional time. The Schools Division Office recognizes the significance of these activities and greatly values the cooperation of all schools in adhering to this revised scheduling policy.
3. Coordinate with the appropriate committees to reschedule any planned activities that fall on weekdays to the aforementioned days. For activities that cannot be moved, please submit a justification for approval.
4. Immediate dissemination of and strict compliance to this Memorandum is enjoined.

**CAROLINA S. VIOLETA, EdD, CESO V**  
Schools Division Superintendent

References: as stated.  
Encl.: as stated.  
To be indicated in the Perpetual Index  
under the following subjects:

GAD and DRRM Activities

SIV/vm



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