



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Cebu Province

**Office of the Schools Division  
Superintendent**

December 12, 2021

DIVISION MEMORANDUM

No. 533, s. 2021

**DISTRICT PARTNERSHIPS FOCAL PERSONS (DPFPs) GAD CONVERSATIONS AND  
CAPACITY BUILDING ON STAKEHOLDERS' ENGAGEMENTS**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office hereby announces the conduct of the District Partnerships Focal Persons (DPFPs) GAD Conversations and Capacity Building on Stakeholders' Engagements on December 28-29, 2021 at Ecotech Center, Lahug, Cebu City.
2. Participants to this Conference are the 58 District Partnerships Focal Persons with the Division Partnerships Focal Person and the Division Asst. Partnerships Focal Person.
3. This in-person/formal face-to-face Capacity Building and GAD Conversations for all DPFPs aims to evaluate/assess the different partnership engagements happened in this year, share best practices in the different districts, and capacitate all DPFPs in all future endeavors with our partners in the division, districts and schools.
4. This activity is on live-in/stay-in arrangement. Travel and other incidental expenses of the participants shall be charged against the school's MOOE/Local Funds. All participants are expected to arrive on Day Zero (December 27, 2021) in consideration of the travel time they need to spend prior to the conduct of the activity.
5. The first meal/snacks will be served at 3:00 PM on Day Zero, and the last meal/snack will be served at 3:30 PM on Day 2 (packed dinner). Other expenses incurred during the conduct of the program such as venue, accommodation, materials, meals and snacks of the participants, speakers/facilitators and members of the Program management Team (PMT) shall be charged against PSF/HRD/GAD Funds/Division MOOE, subject to their availability and the usual accounting and auditing rules and regulations.
6. Teacher-participants shall be given Service Credits for the services rendered on the specified dates in accordance with the existing Civil Service Commission (CSC) and/or DepEd issuances.
7. All the identified participants and the members of the PMT must be fully vaccinated and shall be required to present their vaccination cards upon registration. Likewise, they shall be required to undergo the rapid antigen testing before registration and after the



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closing program. The participants shall strictly observe physical distancing and minimum public health and safety standards at all times during the conduct of the activity. The Medical section (Attn: Dr. Asterterie A. Bernales & Mrs. Namue Dela Torre) is hereby directed to assign at least two nurses to be at the venue throughout the entire activity.

8. All participants must be at the venue at 2:00 PM-5:00 PM on Day Zero for the conduct of the antigen test. The same test shall no longer be allowed to leave the premises of the venue once tested.

9. This Memorandum serves as Authority to Travel for the participants, speakers/facilitators and the members of the PMT.

10. Wide dissemination and strict compliance with this Memorandum are hereby requested.

**MARILYN S. ANDALES EdD, CESO V**  
Schools Division Superintendent

MSA/LMD/FCL/AAB/SGOD/VAY/gulfan



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