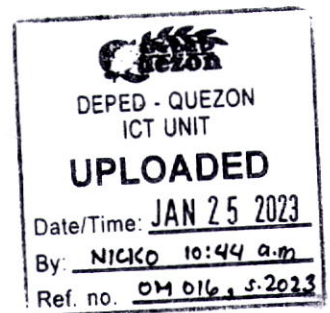




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



20 January 2023

**OFFICE MEMORANDUM**  
**OM No. 016, s. 2023**

**COLLECTION OF SEX-DISAGGREGATED DATA FOR SCHOOLS DIVISION OFFICE  
AND ITS SUB-OFFICES PERSONNEL**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Division Section/Unit Heads  
Division GAD Focal Point System  
All Others Concerned

Pursuant to **Republic Act No. 9710 (Magna Carta of Women)**, and **DepEd Order No. 32, s. 2017 (Gender Responsive Basic Education Policy)**, all agencies across different levels of governance are mandated to gather and analyze sex-disaggregated data (SDD) and gender information to serve as basis for informed planning and budgeting in gender and development (GAD).

In light of the aforesaid need to develop and maintain GAD database, this Office through the Division GAD Focal Point System (GFPS) requests all personnel from the Division Office and its Sub-Offices to accomplish the online survey form through **tinyurl.com/SDD-survey23**.

The said online form contains indicators that describe relevant sex and gender information of the employees. The data will be used as reference in the preparation and development of the **FY 2024 GAD Plan and Budget**.

Please be advised that deadline of accomplishing the online survey form is on **February 13, 2023**. For reference on the content of the survey form, please see Enclosure.

For wide dissemination and strict compliance.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

hrdmgd01/20/2023

DEPEDQUEZON-TM-SDS-04-010-003



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Enclosure to OM No. 016, s. 2023

**Screenshots of the SDD Survey**



**Online Survey: COLLECTION OF SEX-  
DISAGGREGATED DATA FOR SCHOOLS DIVISION  
OFFICE AND ITS EXTENSION OFFICES PERSONNEL**

This form shall be used for the online collection of sex-disaggregated data and gender information among SDO personnel. This survey shall be participated by all employees of the Division Office and its extension offices including the PSDSs and District Nurse-in-charge. The results of this survey shall be used as reference in the preparation of the FY 2024 GPB in compliance to RA 9710, DepEd Order No. 32, s. 2017, and PCW-NEDA-DBM JC No. 2012-01.

[sdo.quezon.gad@deped.gov.ph](mailto:sdo.quezon.gad@deped.gov.ph) [Switch account](#)



\* Required

DATA PRIVACY NOTICE

Pursuant to Data Privacy Act of 2012, the Department of Education - Division of Quezon recognizes \* the privacy and the security of your personal information. Please be informed, therefore, that by using this survey instrument, we may collect and store personal information about you. Rest assured that any information collected will be protected and will only be used for the purpose of GAD database in the division which will serve as reference for implementing gender-responsive PPAs. Should you have further questions, the Division GFPS members are ready to assist you. You may channel your concerns through [sdo.quezon.gad@deped.gov.ph](mailto:sdo.quezon.gad@deped.gov.ph).

I Agree

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DATA CONSENT FORM

I confirm that I have read and understood the purpose of this survey instrument. I also recognize \* that my participation in this survey is entirely voluntary and that I am free to withdraw at any time during the course of the survey without consequence. Further, I understand that any information resulting from this survey will strictly be treated confidential and solely be used for the stated purpose and that I may have opportunity to ask questions anytime. Hence, I agree to take part in this survey.

I Agree

INTELLECTUAL PROPERTY NOTE

This survey instrument is a property of the DepEd-Division of Quezon which is lifted on different legal and relevant sources on gender and development. Hence, no part of this instrument may be reproduced in whatever forms without prior written permission from the Division.

[Next](#)

[Clear form](#)

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