



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley

DepEd Regional Office No. II



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REGIONAL MEMORANDUM  
NO. **440** s. 2026

**ESTABLISHMENT OF THE SANDIGAN GAD CENTER**

To: Assistant Regional Director  
Schools Division Superintendents  
Functional Division Chiefs  
All Others Concerned

1. Pursuant to Republic Act No. 9710, otherwise known as the "Magna Carta of Women," Republic Act No. 11313 or the "Safe Spaces Act," DepEd Order No. 32, s. 2017 (Gender-Responsive Basic Education Policy), and other related issuances mandating government agencies to institutionalize gender-responsive mechanisms and safe spaces within the workplace, this Office hereby establishes the SANDIGAN, a unified physical and functional space that shall consolidate and streamline the delivery of services related to the Violence Against Women (VAW) Desk, the Learning Hub, the Committee on Decorum and Investigation (CODI), and the Child Minding Room. This integrated facility shall be known as the SANDIGAN Center, standing for Safe Spaces, Advocacy, Nurturing Care, Dignity, Inclusion, Guidance, Assistance, Network of Care— reflecting its core purpose of providing caring, protective, and empowering services to DepEd Regional Office No. II employees, clients, and stakeholders.

2. The SANDIGAN GAD Center shall serve as the consolidated venue for the following services:

- a. VAW Desk – Shall serve as the first point of contact for reporting, and referral, to employees and clients who are victims/survivors of violence against women and their children (VAWC), in accordance with RA 9710 and RA 11313 (Safe Spaces Act);
- b. Learning Hub – Shall serve as a resource for GAD-related learning sessions, information, education, and communication (IEC) materials, and reference materials on gender and development;
- c. Committee on Decorum and Investigation (CODI) Office – Shall serve as the venue for confidential consultations, intake of complaints, and conduct of proceedings related to cases of sexual harassment and other forms of gender-based misconduct in the workplace; and
- d. Child Minding Room – Shall serve as a safe and supervised space for the temporary care of children of employees and clients during official business hours, in support of family-friendly workplace policies.

3. The GAD Focal Person of DepEd Regional Office No. II shall be designated as the officer-in-charge of the SANDIGAN GAD Center and shall be responsible for the following:

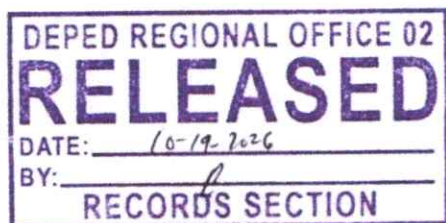
- a. Overall supervision, coordination, and monitoring of the day-to-day operations of the SANDIGAN GAD Center;



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- b. Coordination with the CODI, PRAISE Committee, and other concerned offices/committees for the seamless delivery of services;
  - c. Maintenance of confidentiality of all records, reports, and cases handled within the facility, consistent with the Data Privacy Act of 2012 (RA 10173);
  - d. Development and implementation of a schedule of services, house rules, and referral protocols for the VAW Desk, Learning Hub, CODI, and Child Minding Room;
  - e. Submission of periodic reports and updates on the utilization and status of the SANDIGAN GAD Center to the Office of the Regional Director, through the GFPS; and
  - f. Identification of resource needs (human, financial, and material) for the sustained operation of the SANDIGAN Center, for inclusion in the GAD Plan and Budget.
4. All functional divisions, and units of the Regional Office are enjoined to extend full support and cooperation to the GAD Focal Person in the operationalization of the SANDIGAN GAD Center, including but not limited to logistical, technical, and personnel assistance as may be needed.
  5. Expenses relative to the establishment, operation, and maintenance of the SANDIGAN GAD Center shall be charged against the GAD Plan and Budget of DepEd Regional Office No. II, subject to the usual accounting and auditing rules and regulations.
  6. Immediate and wide dissemination of this Memorandum is desired, and strict compliance thereto is enjoined.



  
**BENJAMIN D. PARAGAS PhD, CESO III**  
 Director IV/Regional Director

Encls: As stated  
 References:  
 DO 32, S. 2017  
 Republic Act No. 9710  
 PCW-DBM Joint Memorandum Circular No. 2016-01  
 RA 11313 Safe Spaces Act

To be indicated in the Perpetual Index  
Under the following Subjects

EMPLOYEE      GENDER AND DEVELOPMENT      PROGRAMS      REPORTS

HRDD/RFC/dmd

|                                                                          |                     |                           |                                  |
|--------------------------------------------------------------------------|---------------------|---------------------------|----------------------------------|
| <b>MEMORANDUM</b>                                                        |                     | Date: 10/26/2026          | Released (Records): <i>Queen</i> |
| To:                                                                      | ( ) PSDS/DICs       | ( ) Elem/Sec School Heads |                                  |
|                                                                          | ( ) Private Schools | ( ) Others:               |                                  |
| For:                                                                     | ( ) Information     | ( ) Dissemination         |                                  |
|                                                                          | ( ) Guidance        | ( ) Strict Compliance     |                                  |
| <b>ORLANDO E. MANUEL PhD., CESO V</b><br>Schools Division Superintendent |                     |                           |                                  |
| By:                                                                      | ASDS                | CID Chief                 | SGOD Chief                       |
|                                                                          | AO                  | Atty.                     | Signature: <i>[Signature]</i>    |

## BRIEFER

### Establishment of the SANDIGAN GAD Center

*(Safe Spaces, Advocacy, Nurturing Care, Dignity, Inclusion, Guidance, Assistance, and Network of Care)*

#### AT A GLANCE

|                    |                                                                                                                                  |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>What</b>        | A dedicated, integrated GAD facility housing four services under one roof: VAW Desk, Learning Hub, CODI, and Child Minding Room. |
| <b>Why</b>         | These four GAD mechanisms do not yet exist in DepEd RO2 — this is first-ever, formal establishment in the Regional Office.       |
| <b>Who Leads</b>   | GAD Focal Person, under the HRDD, DepEd Regional Office No. II                                                                   |
| <b>Where</b>       | DepEd Regional Office No. II, Carig Sur, Tuguegarao City, Cagayan                                                                |
| <b>When</b>        | Set-up: September–October 2026 • Formal Launch: November 2026                                                                    |
| <b>Budget</b>      |                                                                                                                                  |
| <b>Legal Basis</b> | RA 9710, RA 11313, RA 9262, RA 7877, DepEd Order No. 32 s. 2017, PCW-NEDA-DBM JC No. 2012-01                                     |

#### BACKGROUND

Republic Act No. 9710 ("Magna Carta of Women"), Republic Act No. 11313 ("Safe Spaces Act"), and related issuances direct government agencies to institutionalize gender-responsive mechanisms and safe spaces within the workplace. At present, DepEd Regional Office No. II has no dedicated VAW Desk, Learning Hub, CODI office, or Child Minding Room — these mechanisms have yet to be formally established. The SANDIGAN GAD Center addresses this gap as the Region's first unified, purpose-built facility integrating all four services under a single officer-in-charge, the GAD Focal Person.

#### LEGAL BASIS

- 1987 Philippine Constitution, Art. II Sec. 14 and Art. XIII Sec. 14 — fundamental equality of women and men, and safe working conditions for women;
- Republic Act No. 9710 (Magna Carta of Women) — mandates a GAD Focal Point System and gender-responsive mechanisms in all government agencies;
- Republic Act No. 9262 (Anti-VAWC Act) and Republic Act No. 11313 (Safe Spaces Act) — require accessible reporting, referral, and psychosocial support mechanisms for VAW cases;
- Republic Act No. 7877 (Anti-Sexual Harassment Act) and RA 11313 IRR — require every office to organize a *Committee on Decorum and Investigation* (CODI);
- DepEd Order No. 32, s. 2017 (Gender-Responsive Basic Education Policy) — mandates GAD learning resources and capacity-building venues;
- PCW-NEDA-DBM Joint Circular No. 2012-01 — requires at least 5% of agency budget for GAD PPAs, including workplace facilities.

## THE FOUR INTEGRATED SERVICES

| Service            | Function                                                                                        | Legal Anchor             |
|--------------------|-------------------------------------------------------------------------------------------------|--------------------------|
| VAW Desk           | First point of contact for reporting, referral, and psychosocial first aid for VAW/GBV concerns | RA 9262, RA 11313        |
| Learning Hub       | Venue for GAD orientations, IEC materials, and reference resources                              | DO 32, s. 2017           |
| CODI Office        | Confidential intake and investigation of sexual harassment/decorum complaints                   | RA 7877, RA 11313<br>IRR |
| Child Minding Room | Supervised care space for employees' and clients' children during office hours                  | RA 9710                  |

## EXPECTED OUTCOMES

- A fully furnished, operational SANDIGAN GAD Center integrating all four services;
- A capacitated GAD Focal Person and support staff equipped with clear referral protocols;
- Improved confidentiality, accessibility, and turnaround time in GAD-related service delivery; and
- A replicable model that Schools Division Offices may adopt in establishing their own GAD mechanisms.

## CONTACT

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