



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

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December 9, 2021

**OFFICE MEMORANDUM**

No. 058, s. 2021

**SEMINAR ON SAFE SPACES ACT FOR  
SCHOOLS DIVISION OFFICE (SDO) PERSONNEL**

To: Gender and Development Focal Point System  
Schools Division Office Personnel  
All Others Concerned

1. In culmination of the observance of 2021 18-Day Campaign to End Violence Against Women (VAW) from November 25 – December 12, 2021 with the theme “**VAW-free community starts with Me**”, this Office, through the Division Gender and Development Focal Point System (GFPS), shall conduct a one-day in-person **Seminar on Safe Spaces Act for SDO Personnel** on **December 13, 2021** at the Catarman I Central Gymnasium, Catarman, Northern Samar.
2. The objectives of this activity are the following:
  - a. promote awareness to this year’s campaign about Safe Spaces Act (RA 11313);
  - b. orient the SDO personnel on proper decorum and behavior at work; and
  - c. deepen understanding of the existing laws on sexual harassment and the like.
3. The participants/attendees of this activity are the 189 SDO Personnel.
4. All involved individuals are advised to observe minimum health standards and follow health protocols of the Inter-Agency Task Force (IATF) and the Department of Health (DOH) before, during, and after the conduct of the activity. Anyone who experiences any COVID19 symptoms or has been exposed to a probable or confirmed COVID19 case before the conduct of the activity shall inform the management for proper coordination.
5. Expenses incurred relative to the conduct of the activity such as meals, supplies and materials, and travel and other incidental expenses shall be charged against GAD funds/Division MOOE subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.

**RAUL D. AGBAN, EdD**  
OIC-Schools Division Superintendent



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