



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

November 13, 2025

DIVISION MEMORANDUM

SGOD No. 196, s. 2025

**DIVISION EDUCATION DEVELOPMENT PLAN (DEDP) REVIEW AND PLANNING –
WORKSHOP**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Division Section Heads
Division Program Holders
This Office

1. As mandated in Republic Act No. 9155 or the Governance of Basic Education Act, the Division shall operate with an education development plan which shall serve as its blueprint. In 2022, the DEDP was formally launched and has become the guidebook in the operationalization of priority programs, projects and activities for three (3) years.
2. As a matter of policy and enshrined in DepEd Order No. 29, s. 2022 or the Adoption of Basic Education Monitoring and Evaluation, the need to review the extent to which the DEDP was operationalized in the first 3 years serves a basis in the assessment of PAPs that shall be implemented and prioritized in the next 3 years as grounded on the 5 – point reform agenda of the Department.
3. Premises considered, this Office shall carry – out the Division Education Development (DEDP) Review and Planning – Workshop on November 17 – 21, 2025 at the Division Conference Hall, Division Office, City of Tacurong.
4. The list of participants and the indicative schedule of activities are attached for the information and guidance of all concerned.
5. Expenses to be incurred during the 5 – day activity shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations.
6. For the information and preferential attention of all concerned.


GREDO G. MOSQUEDA, CEO VI
Schools Division Superintendent 

MDR/SGOD/DIVISION EDUCATION DEVELOPMENT PLAN (DEDP) REVIEW AND PLANNING – WORKSHOP/ November 13, 2025



Address: Alunan Highway, Poblacion, Tacurong City 9800
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Enclosure No. 01 to Division Memorandum SGOD No. 196, s. 2025

List of Participants

No.	Name	Position	Office
1	GILDO G. MOSQUEDA, CEO VI	SDS	OSDS
2	GILBERT B. BARRERA, CESE	ASDS	OASDS
3	MAYFLOR D. ROMUALDO	SGOD-CHIEF	SGOD
4	ARLENE ROSA G. ARQUIZA	CID-CHIEF	CID
5	MARY ANN C. UMADHAY	EPS-FILIPINO	CID
6	RANDY E. PORRAS	EPS-SCIENCE	CID
7	JOSEPH R. PILOTOS	EPS-EsP	CID
8	AGNES G. MUYCO	EPS-ALS	CID
9	RONA N. TACOT	EPS-MAPEH	CID
10	RONA L. BRED	EPS-MATH	CID
11	CESAR Q. ANTOLIN	EPS-APAN	CID
12	BERNARD F. ANTOLO	EPS-TLE	CID
13	RONALD A. PELITRO	DIV. ENGLISH COOR	CID
14	IVY P. LAMINTAO	EPS-LRMS	CID
15	JONALD S. CADIAO	EPSA	CID
16	LEONORA R. PO	PDO II	CID
17	DELIA A ELIARDA	LIBRARIAN II	CID
18	ERNIE P. PAMA	EPS	SGOD
19	MA. DIANNE JOY R. DELA FUENTE	SEPS- PRS/HRTD/SMN	SGOD
20	MOHANI A. PAGUITAL	SEPS-SMME/ALIVE	SGOD
21	ALEJANDRO S. REGINALDO JR.	PLANNING OFFICER	SGOD
22	JANICE P. SUBOC	EPS II-HRTD	SGOD
23	JUNAFLO R. SUCALDITO	EPS II-SMME/SMN	SGOD
24	JOHN G. BAYUGOS	PDOII	SGOD
25	BRENDON A. MOISES	COS-SPORTS COOR	SGOD
25	OLIVER O. GODOY	COS-ENGINEER	SGOD
26	KEIFF HUMPFREY BEDIA	COS-ENGINEER	SGOD
27	AKIFA H. GUINDO	MEDICAL OFFICER	SGOD
28	JONALEE Y. ARQUIZA	NURSE II	SGOD
29	APRIL JANE L. DUADUA	NURSE II	SGOD
30	CATHERINE JOY Q. MARATAS	NURSE II	SGOD
31	JANCEE N. RIVERAL	COS-NURSE	SGOD
32	ZENAIDA B. PORRAS	AO V	OSDS-ADMIN
33	SHERYLL A. MORADAS	AO V-BUDGET	OSDS-BUDGET
34	JONEL G. SOLOMON	ACCOUNTANT	OSDS-ACCOUNTING



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35	GLEND A P. ORCINADO	HRMO	OSDS-HR
36	JENNIFER CLAIRE A. TAYAG	RECORDS OFFICER	OSDS-RECORDS
37	VIVIEN O. LIMA	SUPPLY OFFICER	OSDS-SUPPLY
38	LIZA P. DE LUNA	AO IV-CASHIER	OSDS-CASH
39	JOEY M. LOZANO	ITO	OSDS-ICTU
40	REA MAY P. LAYGAN	ADAS III	OSDS-BUDGET
41	JESSELLE BARROGA	ADMIN AIDE VI	OSDS-ADMIN
42	JERALDINE L. PALADIN	ADAS III	OSDS-ACCOUNTING
43	SHIRLYN G. CUYONG	AO II	OSDS-PSU
44	ALMA GAMBOA	ADAS III	OSDS-HRMO
45	ELLEN BADE	ADAS III	OSDS-PSU
46	REX LOUIS RONCESVALLES	ADMIN AIDE VI	OSDS-ICTU
47	NOMER F. BUENAVENTE	ADMIN AIDE	SGOD
48	MENARD DENCE VILLA	ADAS III	OSDS-PSU
49	SHARON MAE SAMBRA	ADAS II	OSDS-BUDGET
50	RUBYLYN ALCONERA	ADAS III	OSDS-ACCOUNTING



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Enclosure No. 02 to Division Memorandum SGOD No. 96, s. 2025

DIVISION EDUCATION DEVELOPMENT PLAN (DEDP) MIDYEAR REVIEW and WORKSHOP

November 17-21, 2025
SDO Conference Hall, City of Tacurong

INDICATIVE SCHEDULE OF ACTIVITIES

DATE & TIME	ACTIVITY/IES	RESPONSIBLE PERSON/S
Day 1 November 17, 2025		
8:00 AM – 8:30 AM	Attendance & Registration	EPS II Junaflor R. Sucaldito EPS II Janice P. Suboc
8:31 AM – 9:00 AM	Preliminaries National Anthem Opening Prayer Regional Hymn City Hymn Division Hymn Welcome and Opening Remarks Statement of Purpose and Message	AVP SEPS Ma. Dianne Joy R. Dela Fuente ASDS Gilbert B. Barrera, CESE SDS Gildo G. Mosqueda, CEO VI
9:01 AM – 9:30 AM	Presentation of the National Achievement Test (NAT) Data	EPS Ernie P. Pama
9:30 AM – 9:45 AM	Health Break	
9:45 AM – 10:45 AM	Presentation of the PREXC/BED/BAR/QBEDP	Alejandro S. Reginaldo, Jr. PO III
10:46 AM -11:45 AM	Presentation, Discussion, and Workshop on Strategy Planning	CES Mayflor D. Romualdo
11:46 AM – 12:00 NN	Open Forum	



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12:01 PM – 1:00 PM	Lunch Break	
1:01 PM -1:15 PM	Health Reset	
1:16 PM – 2:30 PM	Environmental Scanning on SWOT Analysis	CES Mayflor D. Romualdo
2:31 PM – 5:00 PM	DEDP Review Proper Assessment of Project Profile • Management Review • Project Implementation Review (MEA-PIR) • RPMES/PMES Performance Evaluation • Accomplishment Reports • Hindering & Facilitating Factors • Lessons Learned	By Functional Division CID – CES Arlene Rosa G. Arquiza SGOD – CES Mayflor D. Romualdo OSDS – ASDS Gilbert B. Barrera
<i>Program Facilitator of the Day: School Governance and Operations Division (SGOD)</i>		
Day 2 – November 18, 2025		
8:00 AM – 8:30 AM	Management of Learning	
8:30 AM – 9:45 AM	Presentation of DEDP & Specific Project	By Functional Division
9:45 AM – 10:00 AM	Health Break	
10:01 AM – 11:00 AM	Review of FY 2023-2025 Accomplishments	
11:01 AM – 12:00 NN	Workshop on the Identification of Gaps and Solutions	
12:01 PM – 1:00 PM	Lunch Break	
1:01 PM -1:15 PM	Health Reset	
1:15 PM – 2:30 PM	Presentation and Workshop on the use of Planning Template/s • SWOT Analysis • PMI • SCAMPER Method	SEPS Ma. Dianne Joy R. Dela Fuente
2:31 PM -5:00 PM	Planning Workshop	
<i>Program Facilitator of the Day: Office of the Schools Division Superintendent (OSDS)</i>		
Day 3 November 19, 2025		
8:00 AM – 8:30 AM	Management of Learning	



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8:31 AM -9:45 AM	Continuation of the Planning Workshop	By Functional Division
9:45 AM – 10:00 AM	Health Break	
10:01 AM -12:00 NN	Continuation of the Planning Workshop	
12:01 PM – 1:00 PM	Lunch Break	
1:01 PM – 1:15 PM	Health Reset	
1:16 PM – 3:00 PM	Continuation of the Planning Workshop	
3:01 PM – 3:15 PM	Health Break	
3:16 PM -5:00 PM	Continuation of the Planning Workshop	
Program Facilitator of the Day: Curriculum Implementation Division (CID)		
Day 4 November 20, 2025		
8:00 AM – 8:30 AM	Management of Learning	
8:31 AM -9:45 AM	Continuation of the Planning Workshop	
9:45 AM – 10:00 AM	Health Break	
10:01 AM -12:00 NN	Continuation of the Planning Workshop	
12:01 PM – 1:00 PM	Lunch Break	
1:01 PM – 1:15 PM	Health Reset	
1:16 PM – 3:00 PM	Continuation of the Planning Workshop	
3:01 PM – 3:15 PM	Health Break	
3:16 PM -5:00 PM	Continuation of the Planning Workshop	
Program Facilitator of the Day: Office of the Schools Division Superintendent (OSDS)		
Day 5 November 21, 2025		
8:00 AM – 8:30 AM	Management of Learning	
8:31 AM – 12:00 AM	Plenary Session Presentation of Planning Workshop Outputs Project Proposals	By Functional Division
	Health Break	
12:01 PM – 1:00 PM	Lunch Break	
1:01 PM – 1:15 PM	Health Reset	
1:16 PM – 3:00 PM	Preparation and Finalization of AIP	
3:01 PM -3:15 PM	Health Break	



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3:16 PM – 4:15 PM	Presentation of DEDP-AIP to Division Planning Team	
4:16 PM – 5:00 PM	Concluding Activity: Approval and Signing Off of the DEDP-AIP Closing Prayer	
<i>Program Facilitator of the Day: School Governance and Operations Division (SGOD)</i>		



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