



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

December 3, 2024

DIVISION MEMORANDUM

No. 649, s. 2024

**ANNUAL DIVISION PROGRAMS, PROJECTS AND
ACTIVITIES (PPAS) IMPLEMENTATION REVIEW**


TO: Assistant Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Section/Unit Heads
All Others Concerned

1. This Office, through the SGOD-Human Resource Development Section shall conduct a two-day live-in Annual Division Programs, Projects and Activities (PPAs) Implementation Review on December 19-20, 2024 at a venue to be announced in a separate issuance.
2. This activity aims to monitor and evaluate the status of implementation of PPAs and identify gaps for interventions and recommend technical assistance for the purpose of achieving organizational goals and mandates.
3. The participants of this PPAs Implementation Review are the division office personnel (teaching-related and non-teaching personnel). Attached are the Matrix of Activities and List of Participants, enclosure nos. 1 & 2 respectively.
4. Participants are requested to prepare in advance their report of accomplishments for CY 2024.
5. The expenses incurred in the conduct of the activity shall be charged against Division MOOE/HRD INSET Fund, subject to the usual accounting and auditing rules and regulations.
6. For immediate dissemination and guidance of all concerned.



MARGARITO A. CADAYONA, JR. PhD, CESO VI
OIC-Schools Division Superintendent

For the Schools Division Superintendent:


JUN-NILO D. BULFO, PhD
OIC-Asst. Schools Division Superintendent
Office In-Charge

Enclosure: as stated
Reference: none

To be indicated in the Perpetual Index under the following subjects:

PPAs

PIR (Program Implementation Review)

SGOD/HRDS/mpsenolos

Enclosure no. 1 to Division Memo no. ____, s. 2024

Annual Division Programs, Projects and Activities (PPAs) Implementation Review
December 19-20, 2024
Venue: TBA

INDICATIVE MATRIX OF ACTIVITIES

Time	DAY 1: December 19 (Thursday)	DAY 2: December 20 (Friday)
8:00-8:30	Arrival /Registration	Management of Learning (MOL)
9:00-10:00	Opening Program By: <i>Marita P. Senolos/Rosalia M. Rivera</i> <i>SEPS (HRD)/EPS II (HRD)</i>	✓ Development of Action Plans for CY 2025 Implementation
10:00-11:00	✓ Reporting on the Financial Status of PPAs with Program Support Fund (PSF), HRD INSET Fund and MOOE, and other Source of Funds BY: <i>Sunshsine Marjorie E. Ventures</i> <i>Budget Officer III</i>	BY: <i>Functional Divisions/by Sections/Units</i> • SGOD • CID • OSDS
11:00-12:00	✓ Presentations of Implemented PPAs as per WFP and other Accomplishments of CY 2024 BY: <i>Functional Divisions/by Sections/Units</i> • SGOD	✓ Presentations of Action Plans for CY 2025 Implementation BY: <i>Functional Divisions/by Sections/Units</i> • SGOD * CID * OSDS
12:00-1:00	LUNCH	BREAK
1:00-3:00	✓ Continuation of Presentations of Implemented PPAs as per WFP and other Accomplishments of CY 2024 BY: <i>Functional Divisions/by Sections/Units</i> • CID * OSDS	✓ On-the-Spot Giving of Awards for Exemplary Performance BY: <i>SDS Margarito A. Cadayona, Jr., CESO VI</i> <i>ASDS Jun-Nilou D. Dulfo</i> <i>Chief Renato S. Cagomoc</i> <i>Chief Avelina P. Tupa</i> <i>Grace S. Pagunsan</i>
3:00-4:00	✓ Focused-Group Discussion (FGD) on: • <i>What went well and what went wrong</i> • <i>Facilitating Factors</i> • <i>Hindering Factors</i> • <i>Lessons Learned</i> • <i>Agreement</i>	• Next Steps • Agreement BY: <i>Dr. Avelina P. Tupa/Dr. Renato S. Cagomoc</i>
4:00-5:00	BY: <i>Functional Divisions/by Sections/Units</i>	• Closing Program • Home Bound BY: <i>Marita P. Senolos/Rosalia M. Rivera</i> <i>SEPS (HRD)/EPS II (HRD)</i>
Officer of the Day	Marita P. Senolos	Rosalia M. Rivera

Prepared by:

MARITA P. SENOLOS
Senior Education Program Specialist (HRD)

Recommending Approval:

AVELINA P. TUPA, EdD
OIC-Chief, SGOD

APPROVED:

MARGARITO A. CADAYONA, JR., PhD, CESO VI
OIC-Schools Division Superintendent



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NAME

OSDS

- | | |
|---|-------------------------------|
| 1 | Dr. Margarito A. Cadayona Jr. |
| 2 | Demit, Mark Joseph |
| 3 | Aguado, Rhea P. |

ASDS

- | | |
|---|------------------------|
| 4 | Dr. Jun-Nilou D. Dulfo |
| 5 | Drilon, Christie N. |

ADMIN SECTION

- | | |
|----|--------------------------|
| 6 | Abanilla, Dristele P. |
| 7 | Babon, Jose Don P. |
| 8 | Bagallon, Edna G. |
| 9 | Cabral, Joseph Jules S. |
| 10 | Cailo, Mary Grace M. |
| 11 | Campillo, Jennifer M. |
| 12 | Gensis, Hannah A. |
| 13 | Joriza, Benigna M. |
| 14 | Mendoza, Judith A. |
| 15 | Pagunsan, Grace S. |
| 16 | Sabellano, Lowela |
| 17 | Yauder, Lindsay Jules B. |

PAYROLL

- | | |
|----|----------------------------|
| 18 | Camarines, Narita Karla R. |
| 19 | Panoy, Jay-Ar John O. |
| 20 | Posto, Ma. Lourdes |
| 21 | Sajetarios, Cherryl |
| 22 | Tizon, Rosalyn V. |

CASH

- | | |
|----|--------------------------|
| 23 | Candaza, Suzette P. |
| 24 | Esquierdo, Ma. Carmen C. |
| 25 | Lentejas, Ivy M. |

SUPPLY

- | | |
|----|----------------------|
| 26 | Baloca, Sarah Kay S. |
| 27 | Nabual, Generson T. |

RECORDS

- | | |
|----|--------------------------|
| 28 | Antonio, Maria Angela B. |
|----|--------------------------|



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NAME

29 | Pagunsan, Rio Francis A.

GENERAL SERVICES

30 | Ortiz, Renato

31 | Ostulano, Adelito D.

FINANCE SECTION

32 | Albelda, Glendo N

33 | Aniban, Dell Christine

34 | Anquilan, Ma. Lenie C.

35 | Belizar, Rivero A.

36 | Bongoyan, Maribel

37 | Cano, Shiela Marie M.

38 | Dianito, Rocelle Charisma R.

39 | Dionisio, Abegail P.

40 | Gonzalbo, Sharon M.

41 | Gacola, Jun Carlo D.

42 | Hermosa, Annabelle B.

43 | Lacaba, Sheryll Ann Marie G.

44 | Mancol, Vincent V.

45 | Ortiz, Erwin B.

46 | Ortiz, Lytton A.

47 | Ostulano, Jonel

48 | Pacheco, Ma. Kristine B.

49 | Prudenciado, Therenice James D.

50 | Ygbuhay, Roy A.

BUDGET SECTION

51 | Cailo, Edilberto Jr. A.

52 | Amatoso, Eliseo A.

53 | Quinones, Mapeth M.

54 | Ventures, Sunshine Marjorie E.

ITO

55 | Ballon, Gary H.

56 | Ortega, Drixel Idol R.

CID

57 | Aboganda, Rina M.

58 | Arnejo, Leah G.



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NAME

59	Bello, Nelson R.
60	Cagomoc, Renato Jr. S.
61	Cano, Ricky S.
62	Garcia, Mercedita S.
63	Jaraba, Arnold M.
64	Lim, Joshua Sherwin T.
65	Longcop, Beverly C.
66	Matan, Lourdes L.
67	Ortiz, Lilibeth G.
68	Purcia, Erwin L.
69	Sagayap, Noel E.
70	Saldana, Joy B.
71	Sumbise, Geraldine
72	Ygrubay, Robert Anthony

PSDS

73	Abon, Jose O.
74	Bernales, Reynaldo A.
75	Caber, Alma R.
76	Capetillo, Nora G.
77	Castante, Noemi S.
78	Merales, Benedicto M.
79	Moreno, Ma. Gina U.
80	Ongcal, Elbert G.
81	Simon, Ma. Teresa S.
82	Siozon, Ester A.
83	Villa, Ma. Teresa D.
84	Yangzon, Anabelle O.

SGOD

85	Advincula, Marian C.
86	Bachar, Asther E.
87	Balza, Sharon D.
88	Billate, Oscar Jr. D.
89	Cabadsan, Carren Meryl A.
90	De Veyra, Jordan
91	Doroja, Eric D.



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NAME

92 Mendora, Ma. Marlie M.

93 Montances, Lyrian L.

94 Panela, Galina V.

95 Portura, Joanna Lou V.

96 Rivera, Rosalia M.

97 Senolos, Marita P.

98 Tupa, Avelina P.

MEDICAL

99 Catalan, Arlene C.

100 Dollado, Nikki Ivy S.

101 Lapara, Patria G.

102 Monteron, Sophia C.

103 Nuevo, Adrian Marie C.

104 Ortiz, Ma. Bella B.

105 Panoy, Simeon M.

106 Queroljico, Susana S.

107 Señora, Ma. Benjie B.

JOB ORDER

108 Abaigar, Joemar

109 Abarro, Roger Q.

110 Alevario, Marlon

111 Asturias, Vincent Arnie

112 Barebe, Aris M.

113 Cabonegro, Jayson

114 Cajurao, Mike Jondel

115 Camilon, Ken S.

116 Camilon, Luz C.

117 Chavez, Joelan

118 Delda, Bernard

119 Doroja, Manuel

120 Drilon, Alvin H.

121 Dulay, Eduardo D.

122 Jumaday, Gerald B.

123 Mahayag, Ivy O.

124 Majait, Rizal



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NAME

125	Ogrimen, Leo C.
126	Ostulano, Zybel
127	Palma, Fritz A.
128	Palma, Niel Patrick R.
129	Pontillano, Jeralyn G.
130	Prafina, Vanessa
131	Santos, Annabelle T.
132	Suarez, Ruffa Mae
133	Tabaranza, Julius
134	Termo, Melvin A.
135	Tupa, Jackelyn
136	Uy, Carlo A.
137	Ventures, Jay Andrew