



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

January 8, 2026

DIVISION MEMORANDUM

No. 010, s. 2026

**UPDATES ON THE NEW SCHEDULE OF Q4 DIVISION PROGRAM
IMPLEMENTATION REVIEW**

TO : Assistant Schools Division Superintendent
Chief Education Supervisor (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors
Section Heads
Public Elementary and Secondary School Heads
All Others Concerned

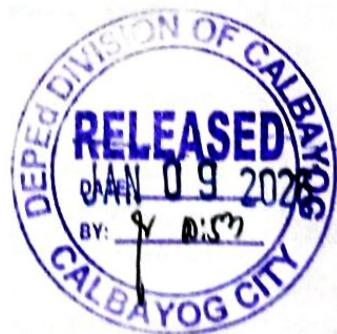
1. This Office hereby issues updates to **Division Memorandum No. 472, s. 2025**, titled “*Schedules of Q3 and Q4 Division Performance Implementation Review (PIR)*”, in view of the development on the newly issued **Regional Performance Implementation Review (PIR) schedules**, which necessitate adjustments at the division level.
2. The **live-in Quarter 4 (Q4) Division Performance Implementation Review (PIR)** is hereby **reset and rescheduled to January 13-14, 2026**, to be conducted at **Mondejares Puertes Beach Resort**. This adjustment ensures alignment with the updated regional timelines and allows for adequate preparation and participation of concerned personnel.
3. The identified participants (pax) for the activity are specified in Attachment 1 of this Memorandum. Moreover, they are hereby advised to bring their laptops, as the completed work of the staff shall be reviewed, validated, and utilized on the first day of the activity to facilitate efficient discussions and data consolidation. Further, the matrix of the activity is indicated in Attachment 2.
4. Concomitantly, school heads are directed to comply with the quarterly progress reporting through the **division-initiated quarterly monitoring tool for schools for Quarter 1 (Q1) and Quarter 2 (Q2) of the Academic Year** which will be used as pre requisite data requirement for the DPIR. All concerned schools may access the said monitoring tool through the official link:

bit.ly/SPIRMonitoringTool

5. This memorandum shall **serve as the official Travel Order** of the **identified participants**, subject to the submission of the required supporting documents in accordance with existing rules and regulations.
6. Expenses to be incurred relative to the conduct of the activity shall be **charged against the Human Resource Development (HRD) funds**, subject to the **usual accounting and auditing rules and regulations**.
7. All other provisions of **Division Memorandum No. 472, s. 2025** which are not affected by this corrigendum shall **remain valid and in force**.
8. Immediate dissemination of and compliance with this Memorandum are earnestly desired.

for: *Phen P. Agon*
AMY. RHEA M. PRUDENCIO-AGNAD

MARGARITO A. CADAYONA JR. PhD, CESO VI
Schools Division Superintendent *fr*
S.O. # 09 S. 2026
JAN 09 2026



Enclosure: *None*

To be indicated in the *Perpetual Index Under* the following subjects:

SGOD **SMME** **DPIR**



Attachment 1 p. 1 of 1: List of Participants

LIST OF PARTICIPANTS

NAME		POSITION/DESIGNATION	NAME		POSITION/DESIGNATION
Office of the Schools Division Superintendent			Office of Curriculum Implementation Division		
1	Dr. Margarito A. Cadayona Jr., CESO VI	Schools Division Superintendent	28	Dr. Renato S. Cagomoc	Chief Education Supervisor - CID
2	Dr. Jun-Nilou D. Dulfo	OIC-Asst. Schools Division Superintendent	29	Arnold M. Jaraba	EPS-TLE
3	Grace S. Pagunsan	AO V	30	Mercedita S. Garcia	EPS-MAPEH
4	Sherryl Ann Marie G. Lacaba, CPA	Accountant III	31	Ricky S. Cano	EPS-ALS
5	Sunshine Marjorie E. Ventures	Budget Officer III	32	Joshua Sherwin T. Lim	EPS-Mathematics
6	Gary H. Ballon	ITO-I	33	Dr. Lourdes L. Matan	EPS-Filipino
7	Drixel Idol R. Ortega	ADAS III	34	Dr. Joy B. Saldaña	EPS-Science
8	Jennifer C. Alvarez	HRMO	35	Dr. Noel E. Sagayap	EPS-LR
9	Atty. Rhea P. Aguado	Legal Officer	36	Dr. Nelson R. Bello	EPS-Values/PMIS Focal
10	Suzette P. Candaza	Cashier	37	Dr. Erwin L. Purcia	EPS-English
11	Gennerson T. Nabual	Supply Officer	38	Corie B. Senolos	
12	Shiela Mae Cano	AO II/PMIS Focal	39	Dr. Josephine A. Gallardo	
13	Maria Angela B. Antonio	Records Officer	40	Rina M. Aboganda	EPS II/PMIS Focal
Office of the School Governance & Operations Division			41	Beverly C. Longcop	Librarian
14	Dr. Avelina P. Tupa	OIC-Chief Education Supervisor - SGOD	42	Nora G. Capetillo	PSDS, Calbayog 1
15	Oscar D. Billate, Jr.	EPS	43	Alma R. Caber	PSDS, Calbayog 2
16	Dr. Arlene C. Catalan	Medical Officer	44	Anabelle O. Yangzon	PSDS, Calbayog 3
17	Carren Meryl A. Cabadsan	SEPS-SMN	45	Jose O. Abon	PSDS, Calbayog 4
18	Robert Anthony F. Ygrubay	SEPS-Designate	46	Reynaldo T. Bernales	PSDS, Calbayog 5
19	Marita P. Senolos	SEPS-HRD	47	Teresa D. Villa Noemi S. Castante	PSDS, Oquendo 1
20	Rosalia M. Rivera	EPS-II	48	Benedicto M. Merales	PSDS, Oquendo 2
21	Asther E. Bachar	EPS-II/PMIS Focal	49	Dr. Geraldine P. Sumbise	PSDS, Oquendo 3
22	Galina V. Panela	SEPS-PRS	50	Ma. Teresa S. Simon	PSDS, Tinambacan 1
23	Ma. Marlie M. Mendoza	Planning Officer	51	Elbert G. Ongcal	PSDS, Tinambacan 2
24	Engr. Jordan B. De Veyra	Engineer III	52	Ester A. Siozon	PSDS, Tinambacan 3
25	Eric R. Doroja	PDO II/DRRM Coordinator			
26	Marian C. Advincula	PDO I-LFC			
27	Joanna Lou V. Portura	PDO I-LFC			

Division Program Implementation Review (DPIR)
January 13-14, 2026
Venue: Mondejares Fuertes Beach Resort

DAY 1 - January 13, 2026

Time	Activity	Description / Key Outputs	Responsible Office / Person
8:00 – 8:30 AM	Registration	Arrival and registration of participants	Secretariat
8:30 – 9:00 AM	Opening Program	Opening prayer, welcome message, statement of purpose	SGOD
9:00 – 10:30 AM	Completed Staff Work (CSW) & Status of Program Implementation vis-à-vis PMIS – AM Session	Review and consolidation of office-level issues, accomplishments, gaps, and alignment of program status with PMIS; discussion of discrepancies and compliance	All Division Offices / SGOD M&E Team
10:30 – 10:45 AM	Health Break	—	Secretariat
10:45 – 12:00 NN	Completed Staff Work (Continuation)	Finalization of CSW outputs per functional unit	All Division Offices
12:00 – 1:00 PM	Lunch Break	—	—
1:00 – 3:00 PM	Development of Unified Division Monitoring and Evaluation Tool	Workshop on harmonizing indicators, tools, and reporting templates	SGOD – Planning & M&E
3:00 – 3:15 PM	Health Break	—	Secretariat
3:15 – 4:30 PM	Workshop Output Presentation	Presentation and refinement of the unified M&E tool	SGOD / TWG
4:30 – 5:00 PM	Synthesis and Next Steps	Summary of agreements and action points	Assigned Facilitator

Attachment 1 p. 2 of 2: Matrix of Activities

DAY 2 – January 14, 2026

Time	Activity	Description / Key Outputs	Responsible Office / Person
8:00 – 8:30 AM	Recap of Day 1	Review of previous day's outputs and agreements	Secretariat
8:30 – 10:30 AM	Presentation of Q4 Accomplishments	Presentation of consolidated CY 2025 Q4 accomplishments	SMME
10:30 – 10:45 AM	Health Break	—	Secretariat
10:45 – 12:00 NN	Consolidation of Q4 Accomplishment Findings Closing Program	Identification of key accomplishments, gaps, and recommendations	SMME
12:00 – 1:00 PM	Lunch Break	—	—