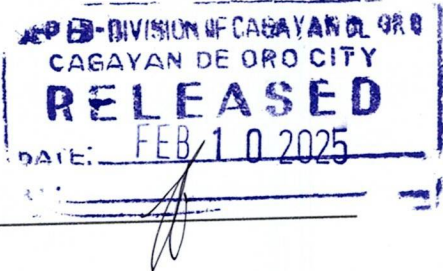




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

7 Feb 2025

MEMORANDUM
No. 19 s.2025

**CRAFTING DIVISION OPCRF, TARGET SETTING,
BUDGETING, AND HARMONIZATION OF DIVISION-
INITIATED ACTIVITIES FOR CY 2025**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Concerned SGOD and CID Personnel
Concerned OSDS Personnel
This Division

1. This Office will conduct Crafting Division OPCRF, Target Setting, Budgeting, and Harmonization of Division-Initiated Activities For CY 2025 on February 25-27, 2025, venue to be announced in a subsequent memorandum.
2. The planning conference aims to:
 - a. finalize the Division OPCRF
 - b. present the Division Key Performance Indicators.
 - c. finalize FY 2025 Activities Expenditure Matrix and Work Financial Plan (WFP);
 - d. harmonize CID, SGOD, and OSDS activities for FY 2025; and
 - e. set goals for 2025 in line with the DepEd's vision, mission, and its core.
3. Attached to this Memorandum are the list of participants and the activity matrix
4. Participants are expected to bring a laptop, extension wire, and internet modems.
5. This Memorandum serves as **authority to travel** for all the participants.
6. Accommodation, meals and snacks travelling, and incidental expenses of the participants shall be charged to MOOE/local funds subject to existing accounting and auditing rules and regulations.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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7. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
8. Immediate and wide dissemination of this Memorandum is desired.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:
TARGET SETTING

DM-011-SGOD-PR-RSM / DIVISION MEMORANDUM
February 7, 2025



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Office of the Schools Division Superintendent

LIST OF PARTICIPANTS

1	Roy Angelo E. Gazo	Schools Division Personnel
2	Audie S. Borres	Assistant Schools Division Personnel
3	Risa Bea Socorro M. Borres	Administrative Officer V, AO
4	Arnel A. Calubag	Accountant III, FO
5	Romiel S. Vallente	Administrative Officer V, BO
6	Jean S. Macasero	CID Chief
7	Jinky M. Arnejo	CID-Assistant Chief
8	Phoebe W. Taruc	EPS, JOURNALISM Coordinator
9	Juan A. Mingo	EPS, TVL Coordinator
10	Jerly H. Eluna	EPS, MAPEH
11	Ray O. Maghuyop	EPS, IPed Coordinator
12	Helen R. Lucman	EPS, FILIPINO
13	Rochelle A. Luzano	EPS, LRMDs Coordinator
14	Sylvio C. Carciller	EPS, ADM Coordinator
15	Evelyn Q. Sumanda	EPS, SCIENCE
16	January Gay T. Valenzona	EPS, VALUES EDUCATION
17	Shirley A. Merida	PSDS, SNED Coordinator
18	Margie G. Andrade	PSDS, MULTIGRADE Coordinator
19	Milagros P. Recamadas	PSDS
20	Paraida D. Orangot	PSDS, MEP Coordinator
21	Cynthia V. Yanez	PSDS
22	Charlyn S. Baylon	PSDS, ELLN Coordinator
23	Marife A. Ramos	PSDS
24	Angelito U. Felisilda	PSDS, ALS Coordinator
25	Marife A. Ramos	PSDS
26	Janry B. Colonia	EPS-II, ALS
27	Lanie M. Signo	Librarian II, LRMDs
28	Kara Mae G. Jerusalem	PDO II, LRMDs
29	Ruveneth Salazar	EPS-II ALS
30	Rosalio R. Vitorillo	SGOD-Chief
31	Romeo B. Aclo	SGOD-Assistant Chief
32	Derrold Marl S. Aves	SEPS, HRD
33	Eleanor Consejo H. Rollan	SEPS, M&E
34	Beverly Anne E. Nicolasora	SEPS, PRS
35	Roy H. Lumban	SEPS, SOCMOB
36	Rodel S. Megollas	Planning Officer III, PRS
37	Amor A. Radaza	EPS-II, M&E



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Office of the Schools Division Superintendent

39	Alvic Marie S. Francisco	PDO I, OIC-LRP
40	Ryan Q. Blanco	PDO II, DRRM Coordinator
41	Jairus John M. Gochuco	PDO I, YTD
42	Loredelle L. Tacandong	PDO I, YTD
43	Virgilbob M. Gomez	PDO I, PRS
44	Jerry P. Taruc	Sports Coordinator
45	Ely II V. Mamacalay	Engineer III, BEFF
46	Alrose A. Veloz	AutoCad Operator
47	Jewilyn U. Jomoc	Statistician Aide, PRS
48	Baldomero Mark III B. Meso	Medical Officer III
49	Pauline C. Angara	Dentist II
50	Jamcel A. Chacon	Dentist II
51	Kito Kristian N. Francisco	Nurse II, SBFP
52	Sharon T. Polancos	Nurse II, SBFP
53	Joan A. Arsua	Nurse II, SBFP
54	Amor C. Fajardo	Nurse II, ARH
55	Lina G. Ludena	Nurse II, MDN Focal
56	Karla Yvonne M. Lobite	Nurse II, NDEP Focal
57	Crystal Christi P. Cartel	Nurse II, WINS Focal
58	Jacel Jane A. Cadusales	Nurse II, SMHP Focal
59	Laurence Edgardo A. Del Puerto	Legal Officer
60	Gemma P. Pajayon	Administrative Officer IV, CASHIER
61	Donnacelle E. Ernacio	AO II
62	Marilou F. Navaja,	AO IV, HRMO
63	Kristian B. Murillo	AO IV, Records Officer
64	Ignacio A. Gabule JR	AO IV, Supply Officer
65	Joanne Ruth S. Madela	AO II, HR
66	James Roberto Z. Sijo	ITO
67	Jessie Ivan C. Gaspar	IT, TWG
68	Christian P. Daohog	IT, TWG
69		Driver
70		Driver
71		Driver



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Time	Activity	Person In charge	Facilitators of the day
February 25			Jairus John Gochuco
2:00-3:00 PM	Arrival and Registration	SGOD	
3:00-4:30 PM	Opening Program	SGOD	
February 26			Ryan Blanco
7:00-8:00 AM	Breakfast		
8:00-8:30 AM	Preliminaries	SGOD	
8:30-9:30 AM	Presentation of FY 2024 Division Performance	Ellen Consejo H. Rollan	
9:30-10:30 AM	Presentation of 2025 targets	SDS Roy Angelo E. Gazo	
10:00-12:00 NN	Finalization of OPCRf	Ellen Consejo H. Rollan Rodel S. Megollas	
12:00-1:00 PM	Lunch Break		
1:00-2:00 PM	Agency Procurement Compliance and Performance Indicator System (APCPI)	ASDS Audie S. Borres Secretariat Jerry Taruc	
2:00-5:00 PM	Review of PMIS Status for 2024/2025 Workshop on PMIS Process/Accountability	Chief Allan Mansalades/ Rodel S. Megollas	
February 27			Kara Mae Jerusalem
7:00-8:00 AM	Breakfast		
8:00-8:15 AM	Preliminaries	CID	
8:15- 12:00 AM	Encoding/Finalization of 2025 PMIS	Chief Allan Mansalades/ Rodel S. Megollas	
12:00-1:00 PM	Lunch Break		
1:00-2:00 PM	Identifying/Inputting PAPS in the 2025 Calendar by Functional Division (CID, SGOD, OSDS)	Rodel S. Megollas	
2:00-3:00 PM	Harmonization of Calendar of 3 functional	Beverly Ann Nicolasora	
3:00-3:30 PM	Closing Program		



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