



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

25 September 2026

SCHOOLS DIVISION MEMORANDUM

No. 328

s. 2026

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 238, S. 2026 AND
COMPOSITION OF THE SCHOOLS DIVISION COMMITTEE ON APPLICATION OF
EDUCATION AND APPLICATION OF LEARNING AND DEVELOPMENT (SDCAELD)**

TO: Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. Pursuant to Regional Memorandum No. 238, s. 2026, titled "Implementation Guidelines on Application of Education and Application of Learning and Development per DepEd Order No. 7, s. 2023," this Office hereby disseminates the said Regional Memorandum and its implementation guidelines for the information, guidance, and compliance of all concerned.
2. A copy of Regional Memorandum No. 238, s. 2026, together with its enclosures, is attached to this Memorandum for reference and guidance of all concerned.
3. In accordance with the implementation arrangements stipulated in the said Regional Memorandum, the Schools Division Committee on Application of Education and Application of Learning and Development (SDCAELD) is hereby constituted as follows:

Adviser	JOHANNA N. GERVACIO PhD, CESO V Schools Division Superintendent	
Chair	Assistant Schools Division Superintendent	
Co-chairs	BERNARDO A. GARGABITE, EdD Chief ES – SGOD	
	LARRY B. ESPIRITU, PhD Chief ES – CID	
Members	REGULAR	ALTERNATE
	WINNIE W. POLI, CESE Education Program Supervisor – SGOD	MARY QUEEN P. ORPILLA, PhD Education Program Supervisor- CID
	CYRIL S. TALUSAN Senior Education Program Specialist	LAMBERTO P. CORPUZ Senior Education Program Specialist
	ATTY. ROMMEL L. CORPUZ OIC Administrative Unit	SHIRLEY A. PASCUAL Administrative Officer IV
	JOMEL V. MANGAWANG	MINDA MAE V. MANGALINDAN



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	Accountant III ARLENE C. CASTAÑEDA Innovation and WAP Focal Person	Administrative Officer V ENGR. MARLON V. SIMINIG Planning Officer II
By invitation	Focal person of concerned division/ learning area/section/program	
Secretariat	JAMES PATRICK BARIAS Education Program Specialist II	JOEL A. DIZON Education Program Specialist II

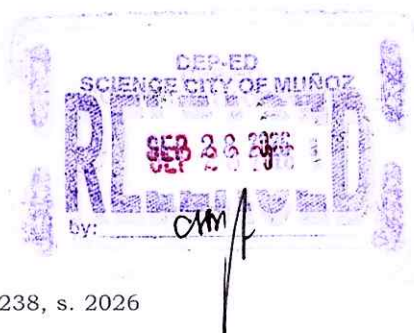
4. Alternate members shall serve in place of regular members who, due to valid reason(s), are unable to participate in the application process, particularly during the presentation of action plans.
5. The SDCAELD shall manage application projects at the division level. It has the following roles and responsibilities:
 - a. Provide directions on application projects to address priority improvement areas in the Schools Division.
 - b. Evaluate and approve action plans/proposals and accomplishment reports in the Schools Division.
 - c. Provide technical assistance to proponents on the conduct of their action plans/proposals.
 - d. Forge partnerships with academic institutions, government agencies, and other offices/organizations on action plans/proposals and accomplishment reports.
 - e. Resolve emerging issues in the management and conduct of action plans/proposals and accomplishment reports.
 - f. Consolidate reports of action plans/proposals and accomplishment reports in the Schools Division.
 - g. Provide feedback to the Schools Division Executive Committee on approved action plans/proposals and accomplishment reports.
6. The SDCAELD Secretariat shall perform the following roles and responsibilities:
 - a. Organize, facilitate, and document meetings of the committee.
 - b. Conduct initial screening of submitted application project proposals for compliance with submission guidelines.
 - c. Aid committee members recommend application project proposals for approval based on the criteria and scoring template provided.
 - d. Coordinate with academic institutions and other agencies in the conduct of the application projects.
 - e. Provide technical assistance to proponent/s on the conduct of their action plans/proposals.



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- f. Conduct periodic monitoring of application projects in the Schools Division Office, schools, and community learning centers.
- g. Review and evaluate the completed application projects report.
- h. Prepare periodic reports on accomplishments related to division application projects.
- i. Prepare complete staff work in support of the committee's functions as needed.

6. Immediate and wide dissemination of this Memorandum is earnestly desired.




JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent


Encl. As stated
Reference: RM No. 238, s. 2026

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

APPLICATION OF EDUCATION AND
APPLICATION OF LEARNING AND DEVELOPMENT

SGOD/ RMEC/ Composition of SDCAELD
04/ September 25, 2026



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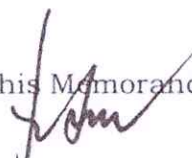
REGIONAL MEMORANDUM

No. 238, s. 2026

**IMPLEMENTATION GUIDELINES ON APPLICATION OF EDUCATION
AND APPLICATION OF LEARNING AND DEVELOPMENT
PER DEPED ORDER NO.7, S.2023**

To : The Assistant Regional Director
Schools Division Superintendents
Chiefs of Functional Divisions
Members, Human Resource Merit Promotion & Selection Board
All Others Concerned

1. This Office issues the enclosed Implementation Guidelines to provide guidance in processing and evaluating application projects at the regional, division, and school levels, per DepEd Order No. 7, s. 2023.
2. The guidelines were created by harmonizing existing processes and guidelines from select Schools Division Offices (SDOs) to ensure consistency and standardization across the region.
3. Representatives from various personnel (teaching, teaching-related, and non-teaching) contributed their inputs.
4. The regional guidelines were validated by key officials from the Regional Office and SDOs for accuracy and relevance.
5. All application projects approved before the release of these guidelines, as long as they have been signed by the head of office, will still be considered valid.
6. Schools Division Offices may enhance these guidelines as deemed necessary, provided that these adhere to existing DepEd issuances.
7. Immediate dissemination of and compliance with this Memorandum is hereby directed.


TOLENTINO G. AQUINO
Regional Director

Encl.: As stated
References: DO No. 7, s. 2023
To be indicated in the Perpetual Index
under the following subjects:

APPLICATION OF EDUCATION

LEARNING AND DEVELOPMENT


HRDD1/
July 16, 2026

To send feedback
regarding any of
our services,
kindly scan the
QR Code.



Address: Matalino St. D.M. Government Center, Maimpis,
City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89
Email Address: region3@deped.gov.ph
Website: <https://region3.deped.gov.ph/>





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Enclosure No. 1 to RM No. _____, s. 2026

**IMPLEMENTATION GUIDELINES ON APPLICATION OF EDUCATION
AND APPLICATION OF LEARNING AND DEVELOPMENT
PER DEPED ORDER NO.7, S.2023**

I. Rationale

In accordance with Section 2(2) of Article IX (B) of the 1987 Philippine Constitution, appointments in the Civil Service must be based on merit and fitness. Similarly, Section 2, Subtitle A, Title I, Book V of Executive Order (EO) No. 292, the Administrative Code of 1987, mandates that government employment be open to all qualified citizens, with a focus on attracting the best candidates. Selections should be made based on an individual's ability to effectively fulfill the duties and responsibilities of their position.

To uphold these constitutional principles, the Department of Education (DepEd) introduced the 2023 Merit and Selection Plan through DepEd Orders No. 19, s. 2022 and No. 7, s. 2023. These policies govern the selection, hiring, appointment, and promotion of personnel in teaching, school administration, teaching-related, and non-teaching positions at all levels of governance. The plan is grounded in values of merit, competence, accountability, transparency, and equal opportunity in recruitment and placement, ensuring that qualified individuals—regardless of personal characteristics or affiliations—have a fair chance to serve in higher capacities.

Additionally, Civil Service Commission Memorandum Circular (CSC MC) No. 14, s. 2018, provides guidelines for competency-based recruitment, selection, and placement in government agencies. This circular reinforces the principles of meritocracy and accountability. In support of these efforts, the PRIME-HRM (Program to Institutionalize Meritocracy and Excellence in Human Resource Management), as outlined in CSC MC No. 3, s. 2012, aims to elevate HR practices across government agencies, ensuring recruitment and selection processes adhere to competency-based standards that reflect the highest levels of merit and fitness.

The DepEd Orders emphasize two specific criteria for evaluating applicants, particularly for Teachers, School Administrators, Teaching-Related, and Non-Teaching positions: **Application of Education** and **Application of Learning and Development**. As outlined in DepEd Order No. 030, s. 2021, a range of Learning Delivery Modalities (LDMs) may be utilized to design and implement Learning and Development (L&D) interventions. These modalities—whether face-to-face, online, or blended—ensure that learning experiences are flexible, inclusive, and aligned with applicants' career progression, enabling them to contribute effectively to the organization's goals.



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City of San Fernando (P)
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The regional implementation guidelines have been crafted based on existing guidelines and processes from select Schools Division Offices (SDOs). These have been harmonized to ensure consistency and standardization across the region. The development of these guidelines involved representatives from teaching, teaching-related, and non-teaching personnel, with their inputs being crucial in shaping the guidelines. To ensure accuracy and relevance, the regional guidelines were validated by key officials, including Chief Education Supervisors, Assistant Superintendents, and Superintendents.

Ultimately, these implementation guidelines ensure that the right individuals are placed in the right roles at the right time, promoting efficiency, fairness, and transparency in the recruitment and selection process.

II. Scope

These Implementation Guidelines apply to the evaluation of Application of Education and Application of Learning and Development (L&D) within the Department of Education (DepEd) Region III. They specifically cover teaching, school administration, teaching-related, and non-teaching positions at the regional, division, and school levels. The guidelines offer a structured framework for assessing applicants' Application of Education and L&D, in accordance with the merit-based principles outlined in DepEd Order No. 7, s. 2023.

III. Definition of Terms

The following terms are defined in the context of these implementation guidelines:

1. **Application of Education** refers to how an applicant applies the knowledge and skills gained from their academic studies or completed coursework to make a meaningful contribution to their workplace. Points are awarded to applicants who effectively translate educational experiences—such as relevant concepts, processes, and skills—into practical applications that yield positive outcomes in their current or past roles. Greater emphasis is placed on educational applications or interventions closely aligned with the requirements of the position being applied for.
2. **Application of Learning and Development** refers to the skills or knowledge gained from learning and development activities attended or completed by the applicant, which result in positive, measurable outcomes in their job performance.
3. **Education** refers to the formal or non-formal academic, technical, or vocational studies that enable an applicant to successfully perform the duties and responsibilities of a position.



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4. **Head of Office** refers to the highest authority within each governance level:
Regional Office – Regional Director
Schools Division Office – Schools Division Superintendent
5. **Higher Education** refers to education provided by post-secondary institutions, typically culminating in a degree, diploma, or certificate upon completion of a course of study.
6. **Learning and Development** refers to structured or unstructured training and HRD interventions—such as coaching, mentoring, job rotation, seminars, or workshops—that contribute to an applicant’s individual or career development plan in alignment with current competency standards.
7. **Means of Verification** refers to the tools and processes used to collect data necessary for measuring progress.
8. **Non-relevant information** refers to an intervention that does not align with the operational needs of the functional unit or the position being applied for.
9. **Non-teaching position** refers to a position whose primary duties and responsibilities contribute to the delivery of basic education services and the achievement of agency outcomes, but do not involve or directly support teaching or the delivery of instruction.
10. **Relevant Information** refers to an intervention directly applicable to the functional unit of the position being applied for. An intervention is considered applicable if it aligns with the operational needs of the functional unit, based on its mandates within the Department of Education (DepEd) or as specified by Office Orders establishing the unit.
11. **School Administration Position** refers to a position directly engaged in supervisory, managerial, and/or administrative functions in schools and community learning centers.
12. **Teaching-Related Position** refers to a position whose primary duties and responsibilities support the delivery of basic education services and achievement of agency outcomes through activities such as standard-setting, policy and program formulation, research, and sector monitoring and evaluation.
13. **Teaching Position** refers to a position directly engaged in teaching or delivering instruction at the elementary or secondary levels, whether on a full-time or part-time basis, in schools and community learning centers (CLCs).

IV. Implementation Arrangements



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City of San Fernando (P)
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Chief Education Supervisor, Quality Assurance Division (QAD)
Chief Education Supervisor, Field Technical Assistance Division (FTAD)
Chief Administrative Officer, Finance Division (FD)

By invitation: Focal person of the concerned functional division/learning area/program/unit/section

Secretariat: Human Resource Development Division (HRDD)

To ensure the smooth evaluation and approval of application project proposals, committee members can designate permanent alternates to attend meetings on their behalf if they are unable to participate.

The RCAELD Secretariat shall perform the following roles and responsibilities:

- (1) Organize, facilitate, and document meetings of the committee.
- (2) Conduct initial screening of submitted application project proposals for compliance with submission guidelines.
- (3) Aid committee members in recommending application project proposals for approval based on the criteria and scoring template provided.
- (4) Coordinate with academic institutions and other agencies in the conduct of the application projects.
- (5) Provide technical assistance to proponent/s on the conduct of their application projects.
- (6) Conduct periodic monitoring of application projects in the regional office, schools division, and schools within the region.
- (7) Review and evaluate the completed application projects report.
- (8) Prepare periodic reports on accomplishments related to regional application projects.
- (9) Prepare complete staff work in support of the committee's functions as needed.

2. Schools Division Committee on Application of Education and Learning and Development (SDCAELD)

The Schools Division Committee on Application on Education and Learning and Development (SDCAELD) shall manage application projects at the division level. The SDCAELD has the following roles and responsibilities:

- i. Provide directions on application projects to address priority improvement areas in the Schools Division.
- ii. Evaluate and approve action plans/proposals and accomplishment reports in the Schools Division.
- iii. Provide technical assistance to proponent/s on the conduct of their action plans/proposals.



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- iv. Forge partnerships with academic institutions, government agencies, and other offices/organizations on action plans/proposals and accomplishment reports.
- v. Resolve emerging issues in the management and conduct of action plans/proposals and accomplishment reports.
- vi. Consolidate reports of action plans/proposals and accomplishment reports in the Schools Division.
- vii. Provide feedback to the Schools Division Executive Committee on approved action plans/proposals and accomplishment reports.

The SDCAELD shall be composed of the following:

Chairperson: Assistant Schools Division Superintendent

Co-Chairpersons: Chief Education Supervisor, School Governance
Operations Division (SGOD)

Chief Education Supervisor, Curriculum
Implementation Division (CID)

Adviser: Schools Division Superintendent

Members: Education Supervisor, SGOD
SEPS, HRDS
SEPS, Planning and Research
Administrative Officer V (Admin Services)
CID Representative/s based on the requirement of
the evaluation
A representative from Finance Unit
By invitation: Focal person of concerned
division/learning area/section/program

Secretariat: School Governance Operations Division (SGOD)

To ensure the smooth evaluation and approval of application project proposals, committee members can designate permanent alternates to attend meetings on their behalf if they are unable to participate.

The SCAELD Secretariat shall perform the following roles and responsibilities:

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- (4) Coordinate with academic institutions and other agencies in the conduct of the application projects.



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- (5) Provide technical assistance to proponent/s on the conduct of their application projects.
- (6) Conduct periodic monitoring of application projects in the schools division, schools, and community learning centers.
- (7) Review and evaluate the completed application projects report.
- (8) Prepare periodic reports on accomplishments related to division application projects.
- (9) Prepare complete staff work in support of the committee's functions as needed.

Large Divisions may create elementary and secondary SCAELD Secretariats and Committees.

The following is the suggested composition:

SCAELD Secretariat (Elementary)	SCAELD Secretariat (Secondary)
Lead: SGOD Education Program Supervisor Members: SEPS, HRDS EPS II, HRDS	Lead: SGOD Chief Members: SEPS, Planning and Research EPS II, Monitoring and Evaluation

SCAELD (Elementary)	SCAELD (Secondary)
Chairperson: ASDS in charge of Elementary/Congressional Districts Members: CID Chief Education Supervisor CID Education Program Supervisor Adviser: SDS Elementary Secretariat	Chairperson: ASDS in charge of Secondary/Congressional Districts Members: SGOD Chief Education Supervisor SGOD Education Program Supervisor Adviser: SDS Secondary Secretariat

B. Application of Education and Application of Learning and Development Processes

The RCAELD/SCAELD shall receive and process the Application of Education/Application of Learning and Development project proposals from the proponent at any working day within the fiscal year for as long as the requirements are complete. However, the committee may create a schedule for the call and submission of application projects if necessary. The application projects shall have an implementation period of six months to one year. The proponent, however, may



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propose a longer period of implementation depending on the nature of the project and upon the approval of the committee.

1. Preparation and Submission of Action Plan

1.1. Preparation of Action Plan

The proponent prepares an Action Plan proposal using the template for Application of Education/Application of Learning and Development with the following attachments:

For the Application of Education, the proponent must include the Transcript of Records.

For the Application of Learning and Development, the proponent must include the Certificate of Training or Certification of any applicable L&D intervention acquired that is aligned with the Individual Development Plan (IDP) or organizational needs.

The action plan proposal includes key details:

- 1) Title
- 2) Subject/Course taken in HEI that will be applied/ Training L&D Attended
- 3) Project Description
- 4) Rationale
- 5) Objectives
- 6) Action Plan
- 7) Monitoring and Evaluation

1.2. Submission of Action Plan to Immediate Superior

The proponent submits the action plan accompanied by the necessary supporting documents.

2. Review and Approval of the Action Plan

2.1. Review of the Action Plan

The regional or division-level committee reviews the submitted action plan and supporting documents. If approved, they issue the Certificate of Approval. If revisions are needed, they provide feedback, and the proponent updates the plan accordingly.

2.2. Issuance of Certificate of Approval

Once approved, the Regional Director/Schools Division Superintendent signs the *Certificate of Approved Application of Education/Application of Learning and Development Action Plan Proposal*.

3. Implementation of the Action Plan

3.1. Implementation of Approved Action Plan



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The proponent implements the approved strategies, interventions, or activities in the workplace following the timeline outlined in the action plan.

3.2. Evidence Collection and Documentation

The proponent documents activities using attendance sheets, learning materials, meeting minutes, photos, and other relevant evidence. Additionally, the proponent tracks and records outcomes, such as improvements in job performance and operational efficiency, based on the implemented interventions and the proposed monitoring and evaluation plan.

4. Preparation and Submission of Accomplishment Report

4.1. Preparation of Accomplishment Report

The proponent prepares the *Accomplishment Report* using the template provided.

The accomplishment report of the implemented Application of Education/Application of Learning and Development includes the following key details:

- 1) Title Page
- 2) Abstract
- 3) Results and Discussion
- 4) Recommendations
- 5) References

4.2 Submission of Accomplishment Report

The proponent submits the report to the Office of the Regional Director/Schools Division Superintendent along with supporting documents.

5. Final Evaluation and Issuance of Certificate of Completion

5.1. Evaluation by the Committee

The committee on Application of Education/Application of Learning and Development Committee evaluates the submitted accomplishment report and supporting evidence and assesses the impact on workplace performance and overall outcomes.

5.2. Issuance of Certificate of Accomplishment

If the application is deemed successful, the committee issues a *Certificate of Accomplishment* and, where applicable, a *Certificate of Utilization/Adoption* signed by the Regional Director/Schools Division Superintendent through the recommendation of the committee.



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V. MONITORING AND EVALUATION

The **Regional Director** at the regional level and the **Schools Division Superintendent** at the Schools Division Office (SDO) level shall ensure that all employees are thoroughly oriented on the provisions of these implementation guidelines. Specifically, members of the Human Resource Merit Promotion and Selection Board (HRMPSB) at all governance levels shall receive orientation, as they are responsible for evaluating the application projects submitted by proponents relative to ranking and promotion.

The Office of the Assistant Regional Director, through the **Human Resource Development Division (HRDD)** at the regional level and the Office of the Assistant Schools Division Superintendent, through the **School Governance Operations Division (SGOD)** and the **Curriculum Implementation Division (CID)** in the Schools Division Offices (SDOs), shall facilitate the submission of the Application of Education and Application of Learning and Development proposals.

The **Policy Planning and Research Division (PPRD)** in the Regional Office, as well as the **Planning and Research Division** in the Schools Division Offices (SDOs), shall provide technical assistance in the development of the Application of Education and Application of Learning and Development proposals.

In accordance with **DepEd Order No. 29, s. 2022**, which establishes the Basic Monitoring and Evaluation Framework (BEMEF) to track the achievement of the Basic Education Development Plan (BEDP) 2020, the Department of Education (DepEd) continues to enhance the delivery of Basic Education services. This includes reforms aimed at improving internal processes and systems to promote accountability and transparency. To this end, the **Quality Assurance Division (QAD)** and the **SGOD** at the division level—through the HRD Section and the SMM&E Unit—will conduct progress monitoring of the Application of Education and Application of Learning and Development projects.

The outcomes of completed application projects shall be monitored by the **Regional Office** and **Schools Division Offices** through a review committee. Feedback will be provided prior to the approval and issuance of the certification for the utilization of the Application of Education and Application of Learning and Development projects. The adoption of the application projects by the office at the local or higher level shall also be monitored and validated by the review committee to ensure their authenticity.

The **QAD** at the **Regional Office (RO)**, **SGOD** in the **SDOs**, and **school heads** at the school level are responsible for ensuring compliance with these implementation guidelines. They will also provide feedback to support the continuous improvement of the implementation process. Any issues arising from the implementation of these guidelines shall be gathered and addressed to ensure the continuous enhancement and effectiveness of the guidelines.



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VI. Application of Education Processes and Templates

A) Application of Education Action Plan Template

APPLICATION OF EDUCATION ACTION PLAN

- I. Title of the Application of Education
(Provide a concise and descriptive title.)
- II. Course/s/Subject/s
(Specify the higher education courses/subject/s that serve/s as the basis of the application. Include the full course title/s that will guide the action plan.)
- III. Project Description
Description of the concepts, skills, and processes of the higher education units. Provide a detailed explanation of the educational concepts, skills, or processes that will be applied. This should connect higher education learning to practical implementation in the schools or offices, highlighting its relevance and positive results.
- IV. Rationale
Justify the need for the application of these higher education concepts in the current educational setting. Explain how this initiative will address challenges or improve existing processes within DepEd public schools or offices. Analyze the current situation in the school or office and identify gaps or opportunities where the application of these higher education concepts/skills/processes can lead to improvements. This analysis should be evidence-based and focused on areas like teaching practices, curriculum gaps, or administrative challenges.
- V. Objectives
(List clear, specific, and measurable objectives to achieve the aims of the application project. Objectives should be directly related to improving educational practices, student outcomes, or administrative processes.)
- VI. Action Plan using the template below

(Complete the action plan using a table format that outlines the steps of the intervention. Include columns for the specific activities, timeline, responsible person(s), expected outcomes, and resources required. The action plan should be detailed enough to guide implementation and ensure accountability.)



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Action Plan Template

APPLICATION OF EDUCATION ACTION PLAN						
Objective	Activity	Focal Persons / Participants	Resources		Timeline	Expected Output/Results
			Human	Financial		

Monitoring and Evaluation Plan Template <i>(To be accomplished by the proponent as basis for monitoring and evaluation.)</i>				
Objectives	Activity	Success Indicator	Person/s Responsible	Support Needed

Signatories:

Consistent with the department orders and in consideration of the context of the office/school, the following signatories shall be observed:

Regional Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
RO Employee in a unit/section	Unit Head/Section Head	Functional Division Chief	Assistant Regional Director	Regional Director
RO Employee in a functional division	Functional Division Chief		Assistant Regional Director	Regional Director
Functional Division Chief	Assistant Regional Director			Regional Director



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Schools Division Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
Elementary Public School Teacher	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Junior/Senior Public High Teacher with Department Head/Subject Group Head	Department Head/Subject Group Head	School Head	ASDS	SDS
Junior/Senior High Teacher without Department Head/Subject Group Head	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Non-teaching in school	School Head	(Administrative Officer V)	ASDS	SDS
School Head	PSDS or Monitoring Supervisor	CID or SGOD	ASDS	SDS
Division Personnel				



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OSDS	Unit Head	Administrative Officer V	ASDS	SDS
CID	Chief	N/A	ASDS	SDS
SGOD	Chief	N/A	ASDS	SDS

B) Application of Education Accomplishment Report Template

APPLICATION OF EDUCATION ACCOMPLISHMENT REPORT

I. Title Page

(The project title, date of duration/implementation, name of the school or office, Name of the proponent, designation/position, region/division, and the date.)

II. Introduction

(Write a concise but clearly summarized key accomplishments. Highlight how the application of education contributed to addressing key challenges or improving educational outcomes/processes/skills in the school or office. Focus on measurable impact/improvements and interventions) a maximum of 200 words.

III. Results and Discussion showing the remarkable contributions of the application project.

(This must be supported with documentation of the activities/strategies/interventions conducted e.g. pictures, attendance sheets, learning/assessment materials used, memoranda, receipts, minutes of the meetings, testimonials and feedback, anecdotal reports, and graphs that will present the remarkable contributions to the workplace of the application project.)

IV. Recommendations

(Focus on practical, DepEd-aligned suggestions for improving educational practices, skills, and processes, enhancing public school performance, or boosting office efficiency.)

V. Plan for Dissemination

(Discuss how the findings can be shared with internal and external stakeholders using different platforms)

VI. References

(Cite official DepEd policies, circulars, or memoranda that are relevant to the report. Use proper referencing for sources like DepEd Orders (DOs), memoranda, issuances, and external resources such as research articles that informed support the interventions. Follow APA style.)



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Signatories for the Accomplishment Report

Regional Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
RO Employee in a unit/section	Unit Head/Section Head	Functional Division Chief	Assistant Regional Director	Regional Director
RO Employee in a functional division	Functional Division Chief		Assistant Regional Director	Regional Director
Functional Division Chief	Assistant Regional Director			Regional Director

Schools Division Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
Elementary Public School Teacher	School Head	N/A	ASDS	SDS
Junior/Senior Public High Teacher with Department Head/Subject Group Head	Department Head/Subject Group Head	School Head	ASDS	SDS
Junior/Senior High Teacher without Department Head/Subject Group Head	School Head		ASDS	SDS
Non-teaching in school	School Head	N/A	ASDS	SDS
School Head	PSDS	N/A	ASDS	SDS
Division Personnel	Unit Head	N/A	ASDS	SDS



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- Coaching and Mentoring - Support Structure: Coaches are assigned to assist educators in navigating their learning journeys and developing their portfolios; provide personalized guidance that enhances the effectiveness of the learning experience.
- Digital Learning Tools - Use of Technology: Incorporation of various digital tools such as video tutorials, planning tools, and online forums to facilitate learning regardless of their location or access to traditional educational settings.
- Experiential Learning - Practicum Components: Opportunities for hands-on experience where educators can apply what they have learned in real-world contexts; continuous feedback is provided to help educators refine their skills and approaches.
- Formal Training Sessions - Structured Programs: These may include workshops, seminars, and formal courses that focus on specific competencies aligned with NEAP standards.

For learning and development activities such as DepEd-recognized seminars/trainings that require their own Re-Entry Action Project (REAP) or Application Project, these must be considered by the committee for as long as the essential components of Application of Learning and Development are evident in the said seminar/training.

A) Application of Learning and Development Action Plan Template

APPLICATION OF LEARNING AND DEVELOPMENT ACTION PLAN

- I. Title of the Application
(Provide a concise and descriptive title that reflects the focus of the action plan.)
- II. Title of the learning and development/training attended to be applied
(State the title of the learning and development/training program attended. Ensure to include relevant details such as the date, organizer, or any certifications earned, and briefly mention the key focus areas of the L&d/training.)
- III. Description of the concepts, skills, and processes of the learnings from the L&D/training attended to be applied
(Explain in detail the concepts, skills, and processes learned during the L&D/training. Highlight how these learnings will be applied to the current roles or responsibilities of the proponent. Make sure to connect the L&D/training content to the specific work environment and the Individual Development Plan of the proponent.)
- IV. Rationale
(Justify why the application of these learnings is necessary. Explain how it aligns with the goals and priorities of office/school, and describe the expected positive effect on performance, strategies, or operations.)
- V. Objectives



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Schools Division Office

Signatories for the Action Plan:

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
Elementary Public School Teacher	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Junior/Senior Public High Teacher with Department Head/Subject Group Head	Department Head/Subject Group Head	School Head	ASDS	SDS
Junior/Senior High Teacher without Department Head/Subject Group Head	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Non-teaching in school	School Head	(Administrative Officer V)	ASDS	SDS
School Head	PSDS or Monitoring Supervisor	CID or SGOD	ASDS	SDS
Division Personnel				
OSDS	Unit Head	Administrative Officer V	ASDS	SDS
CID	Chief	N/A	ASDS	SDS
SGOD	Chief	N/A	ASDS	SDS



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B) Accomplishment Report Template
APPLICATION OF LEARNING AND DEVELOPMENT ACCOMPLISHMENT REPORT

I. Title Page

(The project title, name of the school or office, your designation, the region/division, and the date.)

II. Introduction

(Write a concise but clearly summarized key accomplishments. Highlight how the application of education contributed to addressing key challenges or improving educational outcomes in the office/school. Focus on measurable impact (outcomes) and interventions.)

III. Results and Discussion showing the remarkable contributions. These must be supported with complete documentation of the activities/strategies/interventions conducted e.g. pictures, pictures, attendance sheets, learning/assessment materials used, memoranda, receipts, minutes of the meetings, testimonials, feedback, anecdotal reports, and graphs that will present the remarkable contributions of the Application of Learning and Development.

IV. Recommendations

(Focus on practical, DepEd-aligned suggestions for improving educational practices, enhancing public school performance, or boosting office efficiency.)

V. Plan for Dissemination

(Discuss how the findings can be shared with internal and external stakeholders using different platforms)

VI. References

(Cite official DepEd policies, circulars, or memos that are relevant to the report. Use proper referencing for sources like DepEd Orders (DOs), memoranda, and external resources such as research articles that informed the interventions. Follow APA style.)

Consistent with the department orders and in consideration of the context of the school, the following signatories shall be observed:

Signatories for the Accomplishment Report:

Regional Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved



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RO Employee in a unit/section	Unit Head/Section Head	Functional Division Chief	Assistant Regional Director	Regional Director
RO Employee in a functional division	Functional Division Chief		Assistant Regional Director	Regional Director
Functional Division Chief	Assistant Regional Director			Regional Director

Schools Division Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
Elementary Public School Teacher	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Junior/Senior Public High Teacher with Department Head/Subject Group Head	Department Head/Subject Group Head	School Head	ASDS	SDS
Junior/Senior High Teacher without Department Head/Subject Group Head	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Non-teaching personnel in school	School Head	(Administrative Officer V)	ASDS	SDS
School Head	PSDS or Monitoring Supervisor	CID or SGOD	ASDS	SDS
Division Personnel				



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- III. Name of School/Agency where the proposed Application of Learning and Development will be adopted
- IV. Rationale
- V. Objectives
- VI. References:
- VII. Adoption of L and D Action Plan

Adoption of L and D Action Plan Template

ADOPTION OF APPLICATION OF LEARNING AND DEVELOPMENT ACTION PLAN

Objective	Activity	Resources		Timeline	Expected Results
		Human	Financial		

Monitoring and Evaluation Plan Template

(To be accomplished by the proponent basis for monitoring and evaluation.)

Objectives	Activity	Success Indicator	Person/s Responsible	Support Needed

Consistent with the department orders and in consideration of the context of the school, the following signatories shall be observed:

Signatories in the Adoption of L and D Action Plan:

Regional Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
RO Employee in a unit/section	Unit Head/Section Head	Functional Division Chief	Assistant Regional Director	Regional Director
RO Employee in a functional division	Functional Division Chief		Assistant Regional Director	Regional Director



Republic of the Philippines
Department of Education
 REGION III-CENTRAL LUZON

Functional Division Chief	Assistant Regional Director	Regional Director
---------------------------	-----------------------------	-------------------

Schools Division Office

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
Elementary Public School Teacher	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Junior/Senior Public High Teacher with Department Head/Subject Group Head	Department Head/Subject Group Head	School Head	ASDS	SDS
Junior/Senior High Teacher without Department Head/Subject Group Head	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Non-teaching personnel in school	School Head	(Administrative Officer V)	ASDS	SDS
School Head	PSDS or Monitoring Supervisor	CID or SGOD	ASDS	SDS
Division Personnel				
OSDS	Unit Head	N/A	ASDS	SDS
		Administrative Officer V		
CID	Chief	N/A	ASDS	SDS



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REGION III-CENTRAL LUZON

SGOD	Chief	N/A	ASDS	SDS
------	-------	-----	------	-----

B) Accomplishment Report for Adoption of L and D Template

**ADOPTION OF L AND D APPLICATION OF LEARNING AND DEVELOPMENT
ACCOMPLISHMENT REPORT**

- I. Title Page
- II. Introduction
- II. Results and Discussion showing the remarkable contributions. These must be supported with complete documentation of the activities/strategies/interventions conducted e.g. pictures, pictures, attendance sheets, learning/assessment materials used, memoranda, receipts, minutes of the meetings, and graphs or statistical tool/s that may present the remarkable contributions of the Application of Education.
- IV. Recommendations
- V. Plan for Dissemination
- VI. References

Proponent	Signatories			
	Reviewed	Noted	Recommending Approval	Approved
Elementary Public School Teacher	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Junior/Senior Public High Teacher with Department Head/Subject Group Head	Department Head/Subject Group Head	School Head	ASDS	SDS
Junior/Senior High Teacher without Department Head/Subject Group Head	School Head	(PSDS or Monitoring Supervisor)	ASDS	SDS
Non-teaching personnel in school	School Head	(Administrative Officer V)	ASDS	SDS



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School Head	PSDS or Monitoring Supervisor	CID or SGOD	ASDS	SDS
Division Personnel				
OSDS	Unit Head	N/A Administrative Officer V	ASDS	SDS
CID	Chief	N/A	ASDS	SDS
SGOD	Chief	N/A	ASDS	SDS

**APPLICATION OF LEARNING AND DEVELOPMENT
(Means of Verification)**

A. Certificate of Training and Certification on any applicable L&D intervention acquired that is aligned with the Individual Development Plant (IDP); for external applicants, a certification from HR stating that the L&D intervention is aligned with the core tasks of the applicant in their current or previous position shall be required;

B. Action Plan/Re-entry Action Plan (REAP)/ Job Embedded Learning (JEL)/ Impact Project applying the learnings from the L&D intervention done/attended, duly approved by the Head of Office;

C. Accomplishment Report together with a General Certification that the L&D intervention was used/adopted by the office at the local;

D. Accomplishment Report together with a General Certification that the L&D intervention was used/adopted by a different office/higher level

MOVs Submitted	Points (Application of Learning and Development)	
	Relevant	Not Relevant
All MOVs	10 points	5 points
Only A, B & C	7 points	3 points
Only A & B	5 points	1 point

VIII. Format

Bond Paper Size : A4
Font Style : Times New Roman
Font Size : 12



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Spacing: 1 1/2
 Running head : Title Page and Subsequent pages

Enclosure No. 2 to RM No. _____, s. 2025

SAMPLE CHECKLIST FORM FOR PROCESSING OF APPLICATION PROJECT

NAME _____
 SCHOOL _____
 DATE _____

PROCESS FOR THE APPLICATION OF L&D
 Checklist

NAME _____
 SCHOOL _____
 DATE _____

PROCESS FOR THE APPLICATION OF L&D
 Checklist

		Yes	No
Bond paper size	A4		
Font Style	Times New Roman		
Font Size	12		
Running head	Title Page and Subsequent pages		
Text Spacing	1 1/2 Space		
References	The American Psychological Association (APA) 6th Edition style must be used in citing references		
Application of Learning and Development Action Plan			
	Title of the Application		
	Title of the Training attended to be applied		
	Description of the concept, skills, processes or the learnings from the training attended to be applied		
✓	Rationale		
✓	Objectives		
✓	Gap Analysis/Opportunity Identification in the current situation		
✓	Proposed Interventions/Strategies/Activities		
a	Participants		
b	Data-Gathering Tools		
c	Data-Analysis Plan		
d	Monitoring and Evaluation Plan		
✓	Action Plan		
Evaluated by the Committee on _____			
Approval sheet issued on _____			
Application of Learning and Development Accomplishment Report			
	Title Page		
	Abstract		
	Results and Discussion showing the remarkable contributions		
✓	Recommendations		
✓	Plan for dissemination		
Approved Action Plan _____			
With the Certificate of Approval _____			
Certificate of Training and the proponents' Individual Development Plan _____			
Certificate of Accomplishment _____			
Remarks: A. approved action plan processed must be completed within 6 to 12 months			

Note: DO NOT REMOVE THIS CHECKLIST

		Yes	No
Bond paper size	A4		
Font Style	Times New Roman		
Font Size	12		
Running head	Title Page and Subsequent pages		
Text Spacing	1 1/2 Space		
References	The American Psychological Association (APA) 6th Edition style must be used in citing references		
Application of Learning and Development Action Plan			
	Title of the Application		
	Title of the Training attended to be applied		
	Description of the concept, skills, processes or the learnings from the training attended to be applied		
✓	Rationale		
✓	Objectives		
✓	Gap Analysis/Opportunity Identification in the current situation		
✓	Proposed Interventions/Strategies/Activities		
a	Participants		
b	Data-Gathering Tools		
c	Data-Analysis Plan		
d	Monitoring and Evaluation Plan		
✓	Action Plan		
Evaluated by the Committee on _____			
Approval sheet issued on _____			
Application of Learning and Development Accomplishment Report			
	Title Page		
	Abstract		
	Results and Discussion showing the remarkable contributions		
✓	Recommendations		
✓	Plan for dissemination		
Approved Action Plan _____			
With the Certificate of Approval _____			
Certificate of Training and the proponents' Individual Development Plan _____			
Certificate of Accomplishment _____			
Remarks: A. approved action plan processed must be completed within 6 to 12 months			

Note: DO NOT REMOVE THIS CHECKLIST



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Enclosure No. 3 to RM No. _____, s. 2025

SAMPLE CERTIFICATES

APPLICATION OF EDUCATION ACTION PLAN APPROVAL SHEET

This Proposed Action Plan for *Application of Education*, titled "_____" prepared and submitted by (name of proponent), (position/designation), (office/school) was reviewed, validated, and evaluated by the SCHOOLS DIVISION EVALUATION COMMITTEE based on the set criteria and is hereby approved for implementation on (date).

Reviewed by:

(Name)
Chief Education Supervisor
School Governance and Operations Division
Co-Chair

(Name)
Chief Education Supervisor
Curriculum Implementation Division
Co-Chair

Recommending Approval:

(Name)
Assistant Schools Division Superintendent
Chair

Approved:

(Name)
Schools Division Superintendent



This Proposed Action Plan for Application of Learning and Development, titled " " prepared and submitted by (name of proponent), (position/designation), (office/school) was reviewed, validated, and evaluated by the SCHOOLS DIVISION EVALUATION COMMITTEE based on the set criteria and is hereby approved for implementation on (date).

(Name)
Chief Education Supervisor
Supervisor
School Governance and Operations Division
Division
Co-Chair

(Name)	
Chief	Education
Curriculum	Implementation
Co-Chair	

(Name)
Assistant Schools Division Superintendent
Chair

Approved:

(Name)



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Schools Division Superintendent

**CERTIFICATE OF UTILIZATION AND ADOPTION
OF APPLICATION OF EDUCATION**

This is to certify that the Application of Education, titled
“ _____ ”, introduced and implemented by (name of
proponent), (position/designation), (office/school) was fully utilized and
adopted from (date) to (date) in (place/local of implementation).

Given this (date) at (office), (address of office).

(Head of Office)

Note:

For RO proponents, the head of office is the Regional Director.

For SDOs and schools, the head of office is the Schools Division Superintendent



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**CERTIFICATE OF UTILIZATION AND ADOPTION
OF APPLICATION OF LEARNING AND DEVELOPMENT**

This is to certify that the Application of Learning and Development, titled “_____”, introduced and implemented by (name of proponent), (position/designation), (office/school) was fully utilized and adopted from (date) to (date) in (place/local of implementation).

Given this (date) at (office), (address of office).

(Head of Office)

Note:

For RO proponents, the head of office is the Regional Director.

For SDOs and schools, the head of office is the Schools Division Superintendent



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**CERTIFICATE OF ADOPTION OF APPLICATION OF LEARNING
AND DEVELOPMENT BY ANOTHER OFFICE**

This is to certify that the Application of Learning titled,
“ _____ ”, introduced and implemented by (name
of proponent), (position/designation), (office/school) has been adopted by
(name of the office that adopted the application project), (address of the office)
on (date).

Given this (date) at (office), (address of office).

(Head of Office of the proponent)

Note:

For RO proponents, the head of office is the Regional Director.

For SDOs and schools, the head of office is the Schools Division Superintendent



Address: Matalino St. D.M. Government Center, Maimpis,
City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89
Email Address: region3@deped.gov.ph
Website: <https://region3.deped.gov.ph/>





Republic of the Philippines
Department of Education
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TECHNICAL WORKING GROUP

NO.	SCHOOLS DIVISION OFFICE	NAME	POSITION	TWG ROLE
1	Regional Office 3	William G. Bacani, PhD	Chief	Chairperson
2	Regional Office 3	Arnel A. Usman, PhD	EPSvr	Co-Chairperson
3	Regional Office 3	Eugene S. Yango, EdD	EPSvr	Member
4	Regional Office 3	Jeanette S. Pena	EPSII	Member
5	Regional Office 3	Oliver V. Arevalo	EPSII	Member
6	Regional Office 3	Hannah Jane G. Quitor	Job Order	Member

NO.	SCHOOLS DIVISION OFFICE	NAME	POSITION
6	Angeles City	Enrique E. Angeles Jr., PhD, CESO VI	ASDS
7	Angeles City	Edgar L. Manabat	Chief ES - SGOD
8	Angeles City	Maria Cristina S. Sarmiento	Administrative Officer V
9	Angeles City	Caroline L. Montes	Administrative Officer IV
10	Angeles City	Alberto M. Otchengco Jr.	Senior Educ. Program Specialist -PAR
11	Aurora	Charlaw G. Quiben	CID Chief
12	Aurora	Rizza O. David	Principal III
13	Aurora	Erleo T. Villaros PhD	ASDS
14	Aurora	Dante G. Parungao CESO V	SDS
15	Aurora	Irene H. Llave	Principal II
16	Balanga City	Maylene M. Minimo, CESO VI	ASDS
17	Balanga City	Marlon I. Cardinoza	Accountant III
18	Balanga City	Flordeliza A. Del Rosario	Chief ES - SGOD
19	Balanga City	Glenda D. Avorque	Administrative Officer IV
20	Balanga City	Ana Marie I. Garcia	Principal IV
21	City of Baliwag	Ma. Aurea Rhodora Dc. Geronimo	Chief ES - SGOD
22	City of Baliwag	Erwin John F. Santos, CESE	ASDS
23	City of Baliwag	Jayvee N. Maglonzo	Concurrent EPSII-HRD



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24	City of Baliwag	Alvin G. Garcia	Administrative Officer V
25	City of Baliwag	Erica E. Mallari	Administrative Officer IV/Personnel
26	Bataan	Armando C. Capili, CESO VI	ASDS
27	Bataan	Ramon C. Perez	Chief-SGOD
28	Bataan	Ma. Liza A. Manuel	Administrative Officer IV
29	Bataan	Gemma Teressa P. Cabreros	Principal IV
30	Bataan	Jethro M. Nocom	SEPS-Planning and Research
31	Bulacan	Maria Celina Vega, CESO VI	ASDS
32	Bulacan	Rainelda M. Blanco	EPS-LRMDS / OIC-Chief CID
33	Bulacan	Cecilia S. Custodio, PhD	Chief ES SGOD
34	Bulacan	Josefina S. Pedroche	Administrative Officer V
35	Bulacan	Victoria O. Madrigal	Administrative Officer IV/HRMO
36	Cabanatuan City	Donato B. Chico, CESO VI	ASDS
37	Cabanatuan City	Wilfredo R. Sison	Chief ES - SGOD
38	Cabanatuan City	Emma S. Aragon	Administrative Officer V
39	Cabanatuan City	Rosafe Charmaine C. Del Mar	Administrative Officer IV
40	Cabanatuan City	Sheila B. Prieto	SEPS-HRD
41	Gapan City	Elizabeth O. Latorilla, PhD	OIC-ASDS
42	Gapan City	Mary Ruth S. Salonga	CID Chief
43	Gapan City	Arvin D. Dizon	SEPS
44	Gapan City	Gian Carlo P. Domingo	HRMO
45	Gapan City	Jayson C. Magallanes	Master Teacher I
46	Mabalacat City	Rosalin S. Muli, EdD, CESO VI	Asst. Schools Division Superintendent
47	Mabalacat City	Jennifer Q. Cunanan	Chief, SGOD
48	Mabalacat City	Michael T. Pineda	Administrative Officer V
49	Mabalacat City	Sonny N. De Guzman	Education Program Supervisor
50	Mabalacat City	Roelito Agustin	Master Teacher I
51	Malolos City	Fernandina P. Otchengco, PhD, CESO VI	Asst. Schools Division Superintendent
52	Malolos City	Cynthia C. Briones, PhD	Chief ES (SGOD)
53	Malolos City	William C. Dionisio	Administrative Officer V



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54	Malolos City	Magdalena A. Lucillo	Administrative Officer IV
55	Malolos City	Marichu C. Manaloto	Principal III
56	Meycauayan City	Zurex T. Bacay, PhD	Asst. Schools Division Superintendent
57	Meycauayan City	Jocelyn A. Manalaysay	Chief ES - CID
58	Meycauayan City	Florice G. Medina	Administrative Officer V
59	Meycauayan City	Emerson T. Ceria	School Principal IV
60	Meycauayan City	Jaybee D. Lucero	Administrative Officer IV
c	Science City of Munoz	Ronilo E. Hilario, CESO VI	Asst. Schools Division Superintendent
62	Science City of Munoz	Larry B. Espiritu	Chief ES - CID
63	Science City of Munoz	Fhriessy Cruz S. Bermuda, II	Administrative Officer V
64	Science City of Munoz	Stella Marie C. Dumale	HRMO
65	Science City of Munoz	Cyril S. Talusan	SEPS
66	Nueva Ecija	Michelle A. Mejica, EdD, CESO VI	Asst. Schools Division Superintendent
67	Nueva Ecija	Rowena M. Castillo	EPSvr
68	Nueva Ecija	Roxer Erwin B. Garcia	EPS II
69	Nueva Ecija	Mark Denisse A. De Jesus	EPS II
70	Nueva Ecija	waived slot	
71	Olongapo City	William Roderick R. Fallorin, CESO VI	Asst. Schools Division Superintendent
72	Olongapo City	Ricardo E. Ednave	SGOD Chief
73	Olongapo City	Eleonor C. Cayabyab, EdD	CID Chief
74	Olongapo City	Jerimaine M. Perez	Administrative Officer IV/HRMO
75	Olongapo City	Juvin O. Mustar	Administrative Officer V
76	Pampanga	Rosaline M. Tuble	Principal IV
77	Pampanga	Jay M. Lampa	Principal IV
78	Pampanga	Willet S. Perez	Principal IV
79	Pampanga	Jiji A. Regala	Principal IV
80	Pampanga	Bernaliza B. Mendoza	Principal II
81	City of San Fernando	Jerry Dimla Cruz DEM, CESO VI	Asst. Schools Division Superintendent
82	City of San Fernando	Lawrence G. Agapito PhD	Chief ES - SGOD
83	City of San Fernando	Reginald S. Patio	AOV



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84	City of San Fernando	Ariel M. Escoto	AO IV -Personnel
85	City of San Fernando	Sherilynne N. Mendoza	AOII
86	San Jose City	Josie C. Palioc, PhD, CESE	Asst. Schools Division Superintendent
87	San Jose City	Romeo R. Vicmudo, EdD	Chief SGOD
88	San Jose City	Marites M. Tabor	AOV
89	San Jose City	Donnaben T. Garcia	AO IV/HRMO
90	San Jose City	Exlan W. timbol	EPS
91	City of San Jose Del Monte	Mina Gracia L. Acosta PhD, CESO VI	Asst. Schools Division Superintendent
92	City of San Jose Del Monte	Rolando T Soelo DEM	Chief ES, CID
93	City of San Jose Del Monte	Ma. Jima T. Cadiz	Admin. Officer V - Admin
ma	City of San Jose Del Monte	Jonalyn E. Sablaon	Admin. Officer IV - HRMO
95	City of San Jose Del Monte	Mary Ann M. Neira	PSDS
96	Tarlac City	Ruth D. Jimenez EdD	SGOD Chief
97	Tarlac City	Stephen Tracy E. Tabamo PhD	SEPS HRD
98	Tarlac City	Maria Cristina A. Espiritu	AO IV-Personnel
99	Tarlac City	Fatima T. Alimurong	Principal IV
100	Tarlac City	Melissa S. Sanchez, PhD, CESO V	Asst. Schools Division Superintendent
101	Tarlac Province	Danilo M. Jacoba, PhD, CESO VI	Asst. Schools Division Superintendent
102	Tarlac Province	Paulino D. De Pano, PhD	CID Chief
103	Tarlac Province	Bernadette B. Moratillo, DPA	Administrative Officer V
104	Tarlac Province	Aprille B. Dela Cruz	AO II/ OIC Administrative Officer IV
105	Tarlac Province	Joel S. Guileb, EdD	CES-SGOD
106	Zambales	Ilynn S. Samonte, CESE	OIC-Schools Division Superintendent
107	Zambales	Ronald Ryan L. Sion EdD	Chief ES - SGOD
108	Zambales	Arnel Serafica	AOV
109	Zambales	Maria Kristina Quiaño	AO IV -Personnel
110	Zambales	Charlie T. Carreon	Chief ES - CID



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REPRESENTATIVES OF VARIOUS POSITIONS

NO.	SCHOOLS DIVISION OFFICE	NAME	POSITION
1	Malolos City	Marco Rhonel M. Eusebio, PhD	PSDS
2	Angeles City	Hermes Vargas	Principal IV
3	Bulacan	Michaela DC San Buenaventura	HT III
4	Pampanga	Ruffa S. Kalinga	T1
5	Mabalacat City	Rachelle D. Lumboy	EPS II
6	Gapan City	Mikaela M. Obrador	HT
7	Pampanga	Arianne Louise Santiago	ADAS II

DOCUMENTERS/WRITERS

NO.	SCHOOLS DIVISION OFFICE	NAME	POSITION
1	Cabanatuan City	Shiela Prieto	SEPS
2	San Jose City	Diwata Duran	SEPS
3	Angeles City	Arvin Gonzales	EPS2
4	Pampanga	Christopher F. Torio	Teacher III

SDO Technical Working Group

NO.	SCHOOLS DIVISION OFFICE	NAME	POSITION
1	Tarlac City	Mark Aldrin Rivera	Teacher II
2	Tarlac City	Jobert Capulong	Teacher I
3	Bulacan	John Revin de Jesus	Head Teacher III
4	Angeles City	Vennesa N. Pagaduan	Head Teacher I
5	Gapan City	Clarisse Ann Jessica B. De Ocampo	Head Teacher III