



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

January 3, 2025

**REGIONAL MEMORANDUM**

No. **011** ; s. 2025

**YEAR-END PLANNING & RESEARCH PROGRAM IMPLEMENTATION REVIEW**

To: Schools Division Superintendents  
Chief of Policy, Planning, and Research Division  
All Others Concerned

1. This Office, through the Policy Planning and Research Division (PPRD), will be conducting a two-day Convergence of Regional Office (RO) and Schools Division Office (SDO) Planning & Research Sections on January 21-22, 2025. Venue shall be announced through a separate Memorandum.
2. This activity aims to align the duties and responsibilities of the RO and SDO planning & research personnel and strengthen the existing strategies and outputs on planning, data management, policy implementation and review, and research in DepEd Region VIII.
3. The expected participants are the Senior Education Program Specialists for Planning and Research and Planning Officers of the 13 SDOs and 8 PPRD personnel. Schools Division Superintendents shall ensure 100% attendance of the division participants.
4. Expenses for board and lodging for the conduct of this activity shall be charged to PPRD Local Funds, while travel and other incidental expenses of the participants to their respective local funds, subject to the availability of funds and the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

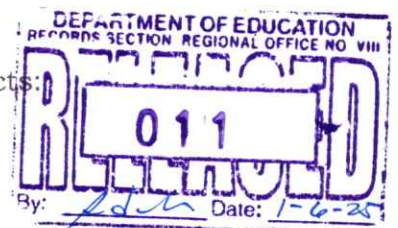
Enclosure: Training Matrix

References: None

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

IMPLEMENTATION REVIEW    PLANNING    RESEARCH

PPRD-MBG



Enclosure to Regional Memorandum No. 011, s. 2025**YEAR-END PLANNING & RESEARCH PROGRAM IMPLEMENTATION REVIEW**January 23-24, 2025  
Venue TBA**SCHEDULE OF ACTIVITIES**

TIME	ACTIVITY/TOPIC	PERSONS RESPONSIBLE
<b>DAY 1</b>		
08:00-09:00	Arrival, Check-in, and Registration	PPRD
09:00-10:00	Opening Program	PPRD
10:00-12:00	<b>15-minute Presentation of the Policy, Planning, and Research Division and the Planning and Research Sections of all 13 Schools Division Offices on the following:</b> a. 2024 RBEP/DEDP Accomplishments b. Status of WFPs in PMIS c. Status of LIS/BEIS Participation d. Utilization of BERF 2020-2024	PPRD and All SDOs
12:00-01:00	Lunch	
01:00-03:00	Continuation of Presentations	
03:00-05:00	<b>Workshop 1: Empowerment</b> Which duties and responsibilities of the Senior Education Program Specialist for Planning & Research and the Planning Officer III should be collaborated as a team?	Mark Gallano
05:00-06:00	Dinner	
<b>DAY 2</b>		
06:00-07:00	Breakfast	
08:00-09:00	Preliminaries	
09:00-10:00	<b>RO and SDO Planning Office Performance Commitments for 2025</b>	Rita Dimakiling
10:00-11:00	<b>Workshop 2: Strategies</b> Which innovative and efficient strategies and activities are the best options in the delivery of the duties and responsibilities of the planning units?	Jennylynd Daya
11:00-12:00	<b>Sharing of FY 2025 Implementation Plans</b>	PPRD and All SDOs
12:00-01:00	Lunch	
01:00-02:00	<b>Finalization of the Harmonized 2025 Strategic Plan and Commitment Pledge</b>	Rex Briones
02:00-03:00	Closing Program	PPRD
03:00-04:00	Check-out and Departure	PPRD