Republic of the Philippines
# Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

DEPED QUEZON
ICT UNIT
UPLOADED
Date/Time: DEC 11 2025
By: 4:17
Ref. No. DM 1252-25

10 December 2025

**DIVISION MEMORANDUM**
**DM No. 1252 s. 2025**

**DEVELOPMENT OF THE CONTEXTUALIZED LEARNER FORMATORS' AND TEACHER-ADVISERS' ENHANCEMENT PROGRAM FOR DEPED QUEZON PROVINCE TITLED SECURING HANDS-ON ADVISERSHIP FOR RELIABLE PROGRAM IMPLEMENTATION (SHARP)**

**To:** Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
School Heads In-Charge of Learner Formation
All Others Concerned

1. In reference with **DepEd Order No. 47 s. 2014** titled **Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools,** this Office, through the School Governance and Operations Division – Learner Formation Section (SGOD-LFS), announces the conduct of division writeshop, Development of the Contextualized Learner Formators' and Teacher-Advisers' Enhancement Program for DepEd Quezon Province titled Securing Hands-on Advisership for Reliable Program Implementation (SHARP), on **December 22-23, 2025.** The final venue shall be announced in a separate memorandum.

2. This writeshop aims to design and validate a contextualized Learner Formators' and Teacher-Advisers' Enhancement Program (SHARP) that strengthens advisers'/coordinators' competencies, ensures consistent implementation of learner formation programs, and aligns with the operational standards of DepEd Quezon Province.

3. Conduct of this activity shall follow the provisions in **DepEd Order No. 12, s. 2025 – Multi-Year Implementing Guidelines on the School Calendar and Activities; DepEd Order No. 9, s. 2005 – Instituting Measures to Increase Engaged Time-on-task and Ensuring Compliance Therewith;** and community guidelines on safety and health protocols.



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
DepEdTayoQuezon www.depedquezon.com.ph quezon@deped.gov.ph

4. All participants are advised to bring laptops and extension wires to be used during the writeshop proper.

5. All teaching personnel who will attend this activity shall be entitled to service credits in accordance to **DepEd Order No. 53, s. 2003** titled **Granting of Vacation Service Credits to Teachers** while non-teaching personnel shall be entitled to compensatory time-off (CTO) which shall be granted in accordance to **CSC and DBM Joint Circular No. 2, s. 2004.**

6. All expenses incurred in the conduct of this writeshop shall be charged against Sub-ARO No. RO-4A-25-2265 while travel and other incidental expenses of school personnel and learners shall be charged against school MOOE/local funds subject to the usual accounting and auditing rules and procedures.

7. For the information and compliance of all concerned.

**ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

*sgod/mamt/12/10/2025*

DEPEDQUEZON-TM-SDS-04-009-003

*Enclosure 1 to DM No. 1257, s. 2025*

**List of Participants to the Development of the Contextualized Learner Formators' and Teacher-Advisers' Enhancement Program for DepEd Quezon Province titled Securing Hands-on Advisership for Reliable Program Implementation (SHARP)**

| District | School | Name | Position |
|---|---|---|---|
| **Supreme Secondary Learner Government (SSLG)** | | | |
| *Lopez West* | Hondagua National High School | Aristeo P. Villaflor | Master Teacher I |
| *Infanta* | Infanta National High School | Daryl Ianne M. Peñamora | Teacher III |
| *Tiaong 1* | Recto Memorial National High School | Avegail P. Zambrano | Teacher I |
| *Mauban South* | Dr. Maria D. Pastrana National High School | Maria Teresa E. Pelagio | Teacher III |
| *General Luna* | San Isidro National High School | Giovannisyl P. Los Añes | Special Science Teacher I |
| *Mauban North* | MSEMSAT | Remeliza L. Grobador | Teacher III |
| *Alabat* | Alabat Island National High School | Krisanta Camia L. Sasis | Teacher II |
| **Youth for Environment in Schools Organization (YES-O)** | | | |
| *Sariaya East* | Castanas National High School | Robin B. Emradura | Teacher II |
| *Burdeos* | Bonifacio National High School | Roden M. Rutaquio | Teacher III |
| *Lopez East* | Pamampangin National High School | Jonathan D. Reyes | Teacher I |
| *Unisan* | Unisan Integrated High School | Giane D. Alvarez | Teacher II |
| *Guinayangan South* | Nabangka National High School | Jason M. Cantilado | Teacher III |
| *Macalelon* | Calantas National High School | Jovalyn E. Robles | Teacher II |
| *Tiaong 1* | Lalig National High School | Maureen D. Exconde | Teacher II |
| **Barkada Kontra Bisyo (BKB)** | | | |
| *Macalelon* | Calantas National High School | Minoli Caezar R. Palma | Teacher I |
| *Guinayangan North* | Guinayangan Senior High School | Myla P. Reyes | Teacher II |
| *Tiaong 1* | Lalig National High School | Krystel L. Andal | Teacher III |
| *Sariaya East* | Quezon National High School | Abegail B. Cabral | Teacher III |
| *Calauag West* | Calauag National High School | Emmanuel A. Balanon | Teacher II |
| *San Francisco 1* | Marcial B. Villanueva National High School | Arturo S. Escovidal Jr. | Teacher I |
| *Pagbilao 1* | Pagbilao National High School | Zeela Mae F. Jimenez | Teacher II |
| **Senior Red Cross Youth Council (SRCYC)** | | | |
| *Candelaria West* | Bukal Sur National High School | Sherly Balmes | Teacher III |
| *Calauag West* | Calauag National High School | Clariz D. Libario | Teacher I |
| *Guinayangan North* | Guinayangan Senior High School | Jaira E. Macariola | Teacher II |
| *Padre Burgos* | Lina Gayeta Lasquety National High School | Nikko N. Lasquety | Teacher II |
| *Macalelon* | Calantas National High School | Cheery Ann A. Mozo | Teacher II |
| *Pagbilao 2* | Silangang Malicboy National High School | Manelyn B. Antiola | Teacher III |
| *Gumaca East* | Bantad National High School | Gellielou G. Barretto | Teacher II |



**Address:** Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
**Trunkline #:** (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
DepEdTayoQuezon www.depedquezon.com.ph quezon@deped.gov.ph

| Youth Entrepreneurship and Cooperativism in Schools (YECS) | | | |
|---|---|---|---|
| *Mauban North* | MSEMSAT | Maryquenn F. Reyes | Teacher III |
| *San Francisco 2* | Pugon National High School | Victoria C. Deveza | Teacher |
| *Real* | Lubayat National High School | Elson Kenneth de Lara | Teacher III |
| *Candelaria West* | Atty. Celso M. Reyes Integrated National HS | Abegail R. Gulles | Teacher II |
| *Padre Burgos* | Danlagan National High School | Krizza L. Barong | Teacher II |
| *Calauag West* | Calauag National High School | Roque L. Madronero | Teacher II |
| *Guinayangan North* | Guinayangan Senior High School | Jhonnel P. Cerujano | Teacher II |

*-nothing follows-*



**Address:** Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
**Trunkline #:** (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
DepEdTayoQuezon www.depedquezon.com.ph quezon@deped.gov.ph