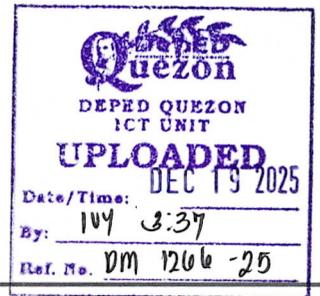




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



17 December 2025

DIVISION MEMORANDUM
DM No. 1206, s. 2025

ADDENDUM TO DM NO. 1252, S. 2025, RE: 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 to **Division Memorandum No. 1252, s. 2025** titled **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)**, this Office, through the School Governance and Operations Division – Learner Formation Section (SGOD-LFS), announces that the conduct of the division writeshop for SHARP training program will be held on **December 22-23, 2025** at **Ouan's The Farm Resort, Km. 133 Diversion Road, Lucena City**.
2. All other provisions stated in the previous Memorandum shall remain in effect.
3. For the information of all concerned.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent ✓
Roa

sgod/mamt/12/17/2025
DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



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Enclosure 1 to DM No. 1200, s. 2025

Program Flow of 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)

Day 1 (December 22, 2025)		
7:30 a.m. – 8:00 a.m.	Arrival and Registration	Participants and Members of the Program Management Team
8:01 a.m. – 8:30 a.m.	<p>Opening Program</p> <p><i>National Anthem</i> <i>Prayer</i> <i>CALABARZON March</i> <i>Quezon Hymn</i> <i>Quality Policy Statement</i></p> <p><i>Welcome Remarks</i></p> <p><i>Writeshop Overview</i></p>	<p>Juanito A. Merle, EdD SGOD Chief</p> <p>Mark Angelo M. Tiusan Division Learner Formation Focal Person</p>
8:31 a.m. – 10:00 a.m.	<i>Session 1 – Situational Analysis of Advisership</i>	Floriciel R. Lagos Project Development Officer I
10:01 a.m. – 12:00 a.m.	<i>Session 2 – Competency Mapping for Effective Advisership</i>	Hazel Ann S. Camo Project Development Officer I
12:01 p.m. – 1:00 p.m.	Lunch	
1:01 p.m. – 4:00 p.m.	<i>Session 3 – Designing the SHARP Program Framework</i>	Mark Angelo M. Tiusan Division Learner Formation Focal Person
4:01 p.m. – 6:00 p.m.	<i>Session 4 – Development of Advisership Tools and Templates</i>	Rommel T. Oczon Project Development Officer I
6:01 p.m. – onwards	Dinner	
Day 2 (December 23, 2025)		
8:01 a.m. – 8:30 a.m.	<i>Management of Learning</i>	Program Management Team
8:31 a.m. – 10:30 a.m.	<i>Session 5 – Formulation of Guidelines and Quality Assurance</i>	Mark Angelo M. Tiusan Division Learner Formation Focal Person

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10:31 a.m. – 12:00 n.n.	<i>Session 6 – Validation and Refinement</i>	Program Mangement Team
12:01 p.m. – 1:00 p.m.	Lunch	
1:01 p.m. – 3:30 p.m.	<i>Continuation of Session 6</i>	Program Mangement Team
3:31 p.m. – 4:00 p.m.	<i>Closing Program</i> <i>Nationalistic Song</i> <i>Prayer</i> <i>Closing Remarks</i> <i>Awarding of Certificates</i>	
4:01 p.m. – 4:30 p.m.	<i>Photo Opportunity</i>	

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www.depedquezon.com.ph



quezon@deped.gov.ph



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Enclosure 2 to DM No. 1266, s. 2025

List of Program Management Team Members/ Facilitators 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)

SGOD - Learner Formation Section	
Mark Angelo M. Tiusan	Division Project Development Officer
Hazel Ann S. Camo	Division Project Development Officer
Rommel T. Oczon	Division Project Development Officer
Florice R. Lagos	Division Project Development Officer
Ellora A. Rodel	Administrative Support II (COS)

-nothing follows-

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