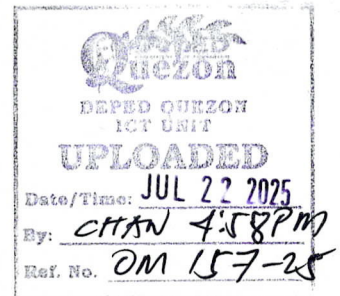




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



22 July 2025

**OFFICE MEMORANDUM**

OM No. 157, s. 2025

**FINALIZATION WORKSHOP: FY 2026 DIVISION AIP, FINANCIAL PLAN,  
AND MDP (SDO PROPER)**

**To:** Assistant Schools Division Superintendents  
Division Chiefs – CID & SGOD  
PAP Proponents  
All Others Concerned

The Schools Division Office will conduct a **Finalization Workshop to complete and consolidate the Division's Annual Implementation Plan (AIP), Financial Plan (FP), and Monthly Disbursement Program (MDP) for FY 2026**. This activity is scheduled **on August 6, 7, and 8, 2025**, with the venue to be announced.

This workshop aims to consolidate inputs from all functional units, validate proposed programs and projects, apply updated DepEd planning and financial standards, and promote strong coordination across the Division. The objective is to enhance the effectiveness, efficiency, and accountability of implementation and resource utilization for the upcoming fiscal year.

The target participants for this activity include the Heads of Functional Divisions, Units, Sections, Administrative Officers, and Assistants. A detailed list of participants is provided in the attached annex. Participants may access information on accommodation, meals, and materials through this link: ►

**<https://tinyurl.com/FY2026DIVISIONFINALIZATION>**

DEPEDQUEZON-TM-SDS-04-010-005



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



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Participating offices are requested to prepare their FY 2026 Programs, Projects, and Activities (PPAs) in advance, considering previous years' data, Quality Management Reviews (QMR), and Program Implementation Reviews and Assessments (PIRPA). All participants are expected to **present their PPAs for triangulation** during the workshop and are advised to come well-prepared to engage in open and constructive discussions.

This will be a **live-in activity**. Reimbursement of related expenses are subject to DepEd Order No. 43, s. 2022, "Omnibus Travel Guidelines for all Personnel of the Department of Education," charged to respective office's GASS MOOE funds.

All expenses for meals, venue, accommodations, and other related expenses will be charged to GASS MOOE of the proponent's office, subject to existing budgeting, accounting, and auditing rules and regulations.

The workshop will include both structured sessions and informal, collaborative conversations—allowing participants to share ideas, raise concerns, and collectively work toward solutions.

Your attendance is highly appreciated.

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

Budcap07222025

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**Annex**

**DETAILED LIST OF PARTICIPANTS**

- |                              |                                   |
|------------------------------|-----------------------------------|
| 1 Rommel C. Bautista         | 34 Cristelle Marie Dianne Suante  |
| 2 Joepi F. Falqueza          | 35 Donnalyn Fajarda               |
| 3 Lorena Walangsumbat        | 36 Brandon de Mesa                |
| 4 Roselyn Q. Golfo           | 37 Hazel Salibio                  |
| 5 Rexcia Maria Baldeo        | 38 Alegria Medenilla              |
| 6 Wilbert Porteza            | 39 Jewel Depusoy                  |
| 7 Edmundo Marin, Jr.         | 40 Maria Rafaella Miguela Almazan |
| 8 Catherine A. Pureza        | 41 Layla Anna Magtangob           |
| 9 Maria Dolores Atienza      | 42 Christine Alviso               |
| 10 Wennie O. Gaela           | 43 Rod Esmerna                    |
| 11 Shiela Javen              | 44 Jan Carlo Reyes                |
| 12 Akimi Therese Asano       | 45 Riza Mendoza                   |
| 13 Hilariona Coronado        | 46 Cindy Perez                    |
| 14 George Aguila             | 47 Connie Abulencia               |
| 15 Carmela Ezcel Orogo       | 48 Ethel Rose Bele                |
| 16 Watty Galarosa            | 49 Michelle de Mesa               |
| 17 Asuncion Ila              | 50 Raymond Nieva                  |
| 18 Jee Ann Borines           | 51 Maria Dylin Garcia             |
| 19 Kaye Marcuap              | 52 Jaime Zara                     |
| 20 Juanito A. Merle          | 53 Adeline Buenafe                |
| 21 Raul Agaran               | 54 Ronjemelle Rivera              |
| 22 Sherelyn Pardilla         | 55 Ma. Lourdes Cabanag            |
| 23 Ma. Bernadeth Tupas       | 56 Jessica C. Mendoza             |
| 24 Michelle Duma             | 57 Roem Esmerna                   |
| 25 Daniel Hutamares          | 58 Maribeth Fragata               |
| 26 Marie Antoinette Tesalona | 59 Gian Carlo O. Pardilla         |
| 27 Mark Angelo Tiusan        | 60 Teresita Abella                |
| 28 Regina V. Marino          | 61 Jose Macario Ernie Patino      |
| 29 Paul Clifford Marquez     | 62 Heide Gabriel                  |
| 30 Arvin Repaso              | 63 Hazel Ann Camo                 |
| 31 Therese Pardo             | 64 Leah Perez                     |
| 32 Rena Rodil                | 65 Jayson Alcala                  |
| 33 Carleen Aguila            |                                   |

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