



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

Office of the Schools Division
Superintendent

April 23, 2025

DIVISION MEMORANDUM

NO: 246 s. 2025

**COMPOSITION OF DIVISION OFFICE PROFESSIONAL DEVELOPMENT (PD)
EVALUATORS**

TO: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Public Elementary and Secondary Heads
All Others Concerned

1. Pertinent to the strengthening of the mechanism for quality assurance of Professional Development Program for Continuing Professional Development (CPD) Accreditation, this Office through the Schools Governance and Operations Division disseminates the Composition of Division Office Professional Development (PD) Evaluators.

2. It is hereby reiterated that based on DepEd Memorandum No. 44 s. 2023, the PD Programs Design and Content Evaluators shall have the following responsibilities.

A. Program Design Evaluators

- a. Review and evaluate each element in the detailed PD Program design based on quality standards.
- b. Evaluate the evidence of each quality standard in the relevant section of the detailed PD program design.
- c. Evaluate the alignment of the objectives with the session content, methodology/activities, output and intended learning outcomes.
- d. Ensure the alignment of the proposal to the Philippine Professional Standards for Teachers and School Leaders.
- e. Check individual attachment for consistency, accuracy and compliance with the requirements.
- f. Consolidate the result of evaluation through the Quality Assurance Recommendation Form.
- g. Prepare clearly articulated recommendations for PD programs that failed to meet the QA standards, for compliance of the PD program owner.
- h. Endorse the QA recommendation to the QA Certification approver.



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- B. PD Program Content Evaluators
- a. Evaluate the proposal based on the alignment of the objectives, content, methodology, and output with the Philippine Professional Standards for Teacher (PPST) Philippine Professional Standards for School Heads (PPSSH) Philippine Professional Standards for Supervisors (PPSS).
 - b. Evaluate the appropriateness, accuracy, and adequacy of the content based on the identified development needs of the target participants.
 - c. Evaluate the structure and sequence of the content areas.
 - d. Evaluate the alignment of the content areas with the curriculum standards.
 - e. Assure the quality of the resource package (session guide, slide decks and participant's handouts) on the appropriateness, accuracy and adequacy of content to support the attainment of the learning objectives.
 - f. Consolidate the result of evaluation through the Quality Assurance Recommendation Form.
 - g. Prepare clearly articulated recommendations for the PD Programs/courses that failed to meet the QA Standards, for compliance of the PD Program owner.
 - h. Endorse the QA recommendation to the QA Certification approver.
3. For reference, enclosed is the List of division PD Evaluators.
4. Immediate and wide dissemination of this Memorandum is desired.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

LIST OF DIVISION PD EVALUATORS

NAME	POSITION
1. Maurine C. Castano	Chief, SGOD
2. Janet T. Butalid	OIC Chief, CID
3. Aimee T. Amistoso	EPSvr
4. Cherry Michelle F. Collyer	EPSvr
5. Neolita S. Sarabia	EPSvr
6. Juanita C. Lafuente	EPSvr
7. Beatriz E. Incog	EPSvr
8. Joseph C. Barrete	EPSvr
9. Eliza B. Geogonia	EPSvr
10. Alberto A. Lacang	EPSvr
11. Nenita J. Incog	EPSvr
12. Maria Antonette P. Dugang	EPSvr
13. Esther L. Cagas	SEPS
14. Liza E. Maquiling	EPS II
15. Filomena C. Tanggaan	SEPS
16. Rosene D. Olaivar	EPS II
17. Aquilino T. Milar Jr.	AO V
18. Maria Sandra Isabel S. Fortich	Head Teacher
19. Ermila D. Cardinas	Head Teacher
20. Procilita H. Milar	Head Teacher
21. Aljon Fronteras	Head Teacher
22. Maricel O. Barimbao	Head Teacher
23. Pilar Diez	Head Teacher
24. Mercy Mae Serate	Head Teacher
25. Florafel C. Datoy	Head Teacher
26. Crestita G. Batingal	Head Teacher
27. Glaiza T. Jala	Asst. Principal
28. Alberto A. Tibod Jr.	Principal I
29. Jonathan Membreve	Asst. Principal I
30. Edzel Lodonia	Head Teacher
31. Lanie G. Gutas	Asst. Principal