



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Division of City Schools – Tagbilaran City

**Office of the Schools Division  
Superintendent**

July 31, 2025

DIVISION MEMORANDUM  
No. 497, s. 2025

**ADJUSTED TIMELINE OF PROJECT SHARE**

TO: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Education Program Supervisors  
All Public Elementary and Secondary Principals  
All Others Concerned

1. This Office, through the Curriculum Implementation Division, hereby disseminates Regional Memorandum No. 0760, s. 2025 titled "**Adjusted Timeline of Project SHARE**".
2. For more details, please see attached memorandum.
3. For immediate dissemination and strict compliance.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

WDB/JAAL/CID/JTB



H. Zamora St., Dampas, Tagbilaran City, Bohol  
(038)427-1702; (038)427-2506  
tagbilarancity.division@deped.gov.ph



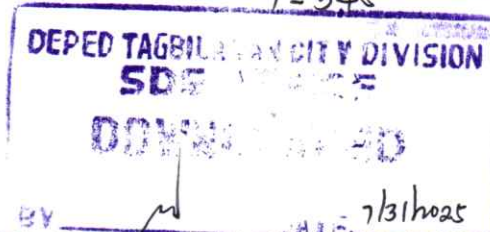
Republic of the Philippines  
**Department of Education**  
 REGION VII - CENTRAL VISAYAS

0009392

Office of the Regional Director

**REGIONAL MEMORANDUM**

No. 0700, s. 2025



30 JUL 2025

**ADJUSTED TIMELINE OF PROJECT SHARE**

*(Selecting, Harvesting, Acknowledging and Rewarding Excellent Varied Instructional Resources)*

To: Schools Division Superintendents  
 Assistant Schools Division Superintendents  
 All Others Concerned

1. Relative to the implementation of Project SHARE—an initiative that aims to harvest and promote high-quality instructional plans (iPlans) developed by high performing teachers, this Office, through the Curriculum and Learning Management Division (CLMD), informs the field of the following adjusted timeline:

Phase	Significant Activities	Key Person in-Charge	Timeline (Days Covered)	Expected Output
<b>School Level</b>	Development/ Harvesting of iPlans by high-performing teachers	Assigned Teachers	June 15- August 5, 2025	Initial draft of iPlans (Version .01)
	Quality assurance by school-level QA team	QA Team (Master Teachers, School Head, PSDS)	August 6- August 24, 2025	Accomplished iPEC
	Field testing of iPlans by teachers and learners	Assigned Teachers	August 25- September 1, 2025	Feedback and recommendations for improvement
	Final review and revision of iPlans based on field test results	iPlan Writers, QA Team	September 2- 10, 2025	Revised iPlans (Version .02)
<b>Division Level</b>	Division-level quality assurance by SDO QA Team	Learning Area Supervisors, Division QA Team	September 11- September 25, 2025	Accomplished iPEC
	Review and revision of iPlans	iPlan Writers, QA Team	September 26- October 5, 2025	Revised iPlans (Version .03)
	Endorsement of iPlans (Version .03) to Regional Office	Learning Area Supervisors	October 6-10, 2025	Endorsed iPlans for regional review
<b>Regional</b>	Regional-level quality assurance by Regional QA Team	CLMD Learning Area Supervisors, SDO Supervisors	October 11-31, 2025	Accomplished iPEC
	Review and revision of iPlans	iPlan Writers, QA Team	November 3-18, 2025	Revised iPlans (Version .04)



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
 Telephone Number: 639773295904 local 700



DepEd Tayo Region VII



region7.deped.gov.ph



Submission of finalized iPlans (Version 1.0) to DepEd RO7 repository	Regional Learning Area Supervisors	November 19-25, 2025	Region-approved iPlans uploaded to the repository
Issuance of Specialty Clearance for all approved iPlans	Regional CLMD Team	November 26-30, 2025	Specialty clearance granted to iPlans
Selection of Best iPlans	Regional CLMD Team	December 1-December 12, 2025	List of awardees
Recognition of iPlan contributors through iPOWER Awards	DepEd RO7	December 19, 2025	iPOWER Award winners recognized

2. To ensure effective implementation at the school and SDO levels, all designated Project SHARE focal persons are requested to monitor compliance with the adjusted timeline.
3. For inquiries, please contact Dr. Bryant C. Acar, Education Program Supervisor in Science and Project SHARE Focal at [bryant.acar@deped.gov.ph](mailto:bryant.acar@deped.gov.ph) or +639773295904 local 717 or 718.
4. Immediate dissemination and compliance with this Memorandum are directed.



**SALUSTIANO T. JIMENEZ JD, EdD, CESO III**  
 Director IV  
 Regional Director

ST.1/FYA/CLMD/EBEJ/bca



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
 Telephone Number: 639773295904 local 700



DepEd Tayo Region VII



[region7.deped.gov.ph](http://region7.deped.gov.ph)



Certificate No. 1007 0205