



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

Office of the Schools Division
Superintendent

July 06, 2026

DIVISION MEMORANDUM
No. 535 , s. 2026

**QUALITY ASSURANCE REVIEW OF TRAINING RESOURCE PACKAGES FOR
SUBMITTED PRC-CPD SCHOOL-BASED IN-SERVICE TRAINING (PHASE 1 & PHASE 2)**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public Elementary and Secondary School Principals
All Others Concerned

1. Pursuant to the continuous improvement of professional development programs, this Office, through the School Governance and Operations Division (SGOD), announces the conduct of the **Quality Assurance Review of Training Resource Packages for the submitted PRC-CPD School-Based In-Service Training Programs**. The activity shall be conducted in two phases: Phase 1 on July 9–10, 2026, and Phase 2 on July 23–24, 2026, at Kew Hotel, Tagbilaran City.

2. The target personnel of this activity are:

No.	Name	Position
1	Wilfreda D. Bongalos PhD, CESO V	Schools Division Superintendent
2	John Ariel A. Lagura PhD	Assistant Schools Division Superintendent
3	Maurine C. Castaño ME	Chief, SGOD (Division PD Evaluator)
4	Janet T. Butalid PhD	Chief, CID (Division PD Evaluator)
5	Beatriz E. Incog EdD	Education Program Supervisor, Filipino (Division PD Evaluator)
6	Aimee T. Amistoso PhD	Education Program Supervisor, English (Division PD Evaluator)
7	Cherry Michelle F. Collyer PhD	Education Program Supervisor, Science (Division PD Evaluator)
8	Nenita J. Incog PhD	Education Program Supervisor, Araling Panlipunan (Division PD Evaluator)
9	Alberto A. Lacang MA	Education Program Supervisor, MAPEH (Division PD Evaluator)
10	Genevieve J. Bongcac PhD	Education Program Supervisor, Values Education (Division PD Evaluator)
11	Joseph C. Barrete MA	Education Program Supervisor, TLE (Division PD Evaluator)
12	Juanita C. Lafuente DevEd	Education Program Supervisor, Kindergarten & SPED (Division PD Evaluator)

13	Neolita S. Sarabia EdD	Education Program Supervisor, LRMS (Division PD Evaluator)
14	Adeline Carmen C. Dagamac RN	Division Nurse
15	Liza E. Maquiling PhD	EPS II (Division PD Evaluator)
16	Filomena C. Tanggaan PhD	SEPS (Division PD Evaluator)
17	Rosene D. Olaivar PhD	EPS II (Division PD Evaluator)
18	Esther L. Cagas PhD	SEPS (Division PD Evaluator)
19	Aquilino T. Milar Jr. PhD	AO V (Division PD Evaluator)
20	Ma. Antonette P. Dugang PhD	Education Program Supervisor, SGOD (Division PD Evaluator)
21	Glaiza T. Jala EdD	School Principal, Cabawan Elementary School (Division PD Evaluator)
22	Alberto L. Tibod Jr. MA	School Principal, San Isidro NHS (Division PD Evaluator)
23	Jonathan D. Membreve EdD	School Principal, Mansasa NHS (Division PD Evaluator)
24	Lanie G. Gutas DevEd	Assisting Principal, DCPNHS-SHS (Division PD Evaluator)
25	Jesilo G. Jala MA	School Principal, Taloto NHS (Division PD Evaluator)
26	Jenelou John F. Israel MA	School Principal, DCPNHS-SHS (Division PD Evaluator)
27	Bernadito T. Taguisa	ADA VI, PMT
28	Darvy T. Amoy	COS, PMT
29	Glyne Bianca B. Arcayena	COS, PMT
30	Joermelyne P. Pasilbas	PDO I, PMT
31	Lemuel B. Barol JD	School Principal, Tagbilaran City Central SPED Center (Division PD Evaluator)
32	Editha G. Gone EdD	School Principal, Cogon ES (Division PD Evaluator)
33	Christian John Capon	AO IV, PMT

3. Consistent with the provisions of DepEd Memorandum No. 44, s. 2023, the Professional Development (PD) Program Design and Content Evaluators shall undertake the following responsibilities:

A. Program Design Evaluators

- i. review and evaluate each element in the detailed PD Program design based on quality standards.
- ii. evaluate the evidence of each quality standard in the relevant section of the detailed PD Program design.
- iii. evaluate the alignment of the objectives with the session content, methodology/activities, output and intended learning outcomes.
- iv. ensure the alignment of the proposal to the Philippine Professional Standards for Teachers and School Leaders
- v. check individual attachment for consistency, accuracy and compliance with the requirements.
- vi. consolidate the result of evaluation through the Quality Assurance Recommendation Form.
- vii. prepare clearly articulated recommendations or PD programs that failed to meet the QA standards, for compliance of the PD program owner.
- viii. endorse the QA recommendation to the QA Certification approver.

B. PD Program Content Evaluators

- i. evaluate the proposal based on the alignment of the objectives, content, methodology, and output with the Philippine Professional Standards for Teachers (PPST), Philippine Professional Standards for School Heads (PPSSH), and Philippine Professional Standards for Supervisors (PPSS).
 - ii. evaluate the appropriateness, accuracy, and adequacy of the content based on the identified development needs of the target participants.
 - iii. evaluate the structure and sequence of the content areas.
 - iv. evaluate the alignment of the content areas with the curriculum standards.
 - v. assure the quality of the resource package (session guide, slide decks, and participants handouts) on the appropriateness, accuracy and adequacy of content to support the attainment of the learning objectives.
 - vi. consolidate the result of evaluation through the Quality Assurance Recommendation Form.
 - vii. prepare clearly articulated recommendations for the PD Programs/courses that failed to meet the QA Standards, for compliance o the PD Program owner.
 - viii. endorse the QA recommendation to the QA Certification approver.
4. Immediate dissemination of this information and strict compliance is desired.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent