

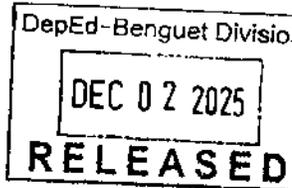


Republic of the Philippines
Department of Education
Schools Division of Benguet

01 December 2025

DIVISION MEMORANDUM

No; 588 s. 2025



To: Office of the Assistant Schools Division Superintendent
Chief Education Supervisors- SGOD and CID
Public Schools District Supervisors/ Districts In Charge
All SGOD Personnel
All Others Concerned

4th Quarter SGOD ADIVAYAN Program Implementation Review (PIR)

1. The Schools Governance and Operations Division (SGOD) will conduct its **4th Quarter ADIVAYAN Program Implementation Review** at **Km. 6 Calajo Restaurant, La Trinidad, Benguet**, from **8:00 am to 5:00 pm** on **December 17-18, 2025**.
2. The agenda of the *Adivayan* is as follows:
 - a) 4th Quarter Review of Section Accomplishments following KRAs, Job Descriptions, and Designations vis-à-vis IPCRF for the CY 2025;
 - b) Presentation Best Practices and Innovations conducted within the calendar year; and
 - c) Workshop on preparing for the 2025 IPCRF.
3. Attached are the Program of Activities and List of Participants.
4. This memorandum shall also serve as the Authority to travel for all identified participants.
5. Meals and snacks shall be chargeable against the Division MOOE, subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director 
Concurrent Officer in Charge
Office of the Schools Division Superintendent

sgod/lba/smme/2025



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Republic of the Philippines
Department of Education
Schools Division of Benguet

Enclosure No. 1 to SDO Memo No. 599 s. 2025

LIST OF PARTICIPANTS

No.	Name	Section/Unit
1	ESTELA P. LEON-CARIÑO EDD, CESO III	Office of the SDS
2	SAMUEL T. EGSAEN JR.	Office of the ASDS
3	LUCIO B. ALAWAS	Office of the CES
4	CEASAR B. LUMA-ANG	EPS
5	ARVIN M. DOMAN	SMN
6	LORNA M. YACO	SMN
7	CORAZON C. QUIPOT	SMME
8	JOVEN B. AGTANI	SMME
9	XYLENE GRAIL D. KINOMIS	HRD
10	ARNEL BILLY G. LIM	HRD
11	NERISSA I. BARBOSA	DRRM
12	MELBA N. HIMMOLDANG	EFS
13	DENVER E. SIN-OT	EFS
14	LESTER JOHN P. OLANGEY	EFS
15	RODILYN B. SAGPAEY	EFS
16	STEPHEN P. BULALIN	P&R
17	MURPHY S. LISWID	YF
18	JENNY T. BACQUIAN	YF
19	JEANETTE I. KIONG	P&R
20	ABRAHAM C. ULEP	SHN
21	SHODEE D. BOLAYO	SHN
22	CRISTITA B. SUMAKEY	CES
23	YVETTE B. ABANCE	SHN
24	JEANETTE L. BATTATENG	SHN
25	KIN JAY B. BASNGI	Sports
26	CHARMAINE C. SAN PEDRO	SHN
27	GENEBEL B. BALANGGI	SHN
28	STEPHEN AFIDCHAO	DRRM
29	SUNSHINE LACQUIAS	HRD



Republic of the Philippines

**Department of Education
Schools Division of Benguet**

PROGRAM OF ACTIVITIES- DAY 1

Time	Activities	Responsible Person
8:00- 8:15 AM	Arrival and Registration	Secretariat
8:16-9:00 AM	Preliminaries	DRRM
9:01-10:00 AM	Presentation of Section Updates and Accomplishments	SGOD Units/Sections
10:01-10:15 AM	Health break	
10:16-12:00 NN	Presentation of Section Updates and Accomplishments	SGOD Units/Sections
12:00-1:00 PM	Lunch Break	
1:00-4:00 PM	Continuation... Presentation of Section Updates and Accomplishments	SGOD Units/Sections
4:01-5:00 PM	Wellness Activities	Sports Focal
Facilitator of the Day: Stephen Afidchao		

PROGRAM OF ACTIVITIES- DAY 2

Time	Activities	Responsible Person
8:00- 8:15 AM	Arrival and Registration	Secretariat
8:16-8:45 AM	Preliminaries	Youth Formation
8:45-10:00 AM	Workshop- Calendar of Activities, Preparation of IPCRF Accomplishments	SGOD Personnel 15-20 Minutes Presentation
10:01-10:15 AM	Health break	
10:01-12:00 NN	Continuation... IPCRF Presentation	SGOD Personnel 15-20 Minutes Presentation
12:00-1:00 PM	Lunch Break	
1:00-2:00 PM	Feedbacking and Open Forum	
2:00-4:00 PM	Ways Forward & CES Hour	SGOD Personnel
3:01-3:15 PM	Health Break	
4:01-5:00 PM	Wellness Activities and Closing	SGOD Personnel
Facilitator of the Day: Cristeta Sumakey		



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