

# THE EXECUTIVE

SDO LUCENA CITY MANCOM PUBLICATION-ISSUE NO. 4, FY 2025

## LUCENA SCHOOLS URGED TO STRENGTHEN FUNCTIONAL LITERACY: SDS ORIBIANA CALLS FOR ACCOUNTABILITY, ACTION, AND COMPASSION

//Xandra Leah S. Dames

Schools Division Superintendent Susan DL. Oribiana delivered a powerful message during the Management Committee (MANCOM) Meeting held on May 2, 2025, at Inwood Tavern, Domoit, Lucena City, calling on school heads to take full responsibility for addressing the literacy challenges in their schools.

(cont. p2)



“Anuman ang mangyari sa inyong eskwelahan, ikaw ang last person accountable,”-SDS Sue



## Q3 Best Performing Schools Named

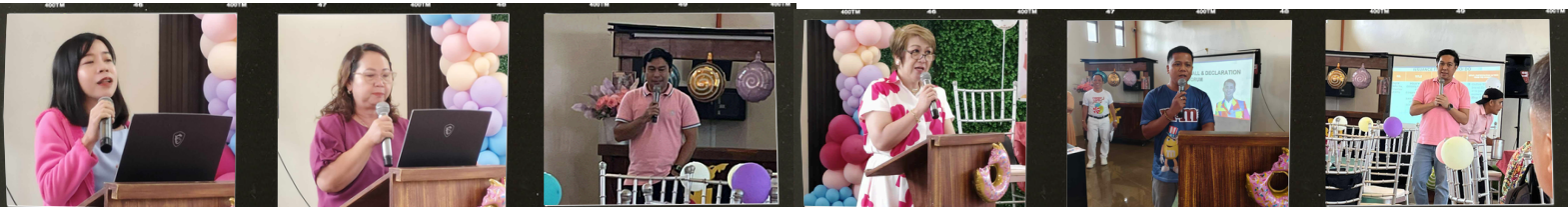
Lucena City's pursuit of academic excellence continues to thrive as several public schools emerge victorious in the 3rd Quarterly Assessment, showcasing their learners' outstanding proficiency in various subject areas (see, p. 4)

## New PSDSs introduced

Newly-appointed Public Schools District Supervisors Dr. Larrywell A. Enriquez and Dr. Dennis E. Ibarrola were formally introduced during the 3rd ManCom.

## Search for Gawad LucenaHenyo is on

SGOD-HRTD officially announces the call for Gawad LucenaHenyo from District Gawad winners. LucenaHenyo winners will represent SDO Lucena City for 10<sup>th</sup> CALABARZON Gawad Patnugot.







## Lucena Schools Urged to Strengthen Functional Literacy: SDS Oribiana Calls for Accountability, Action, and Compassion

She reminded them that leadership comes with accountability: ***"Anuman ang mangyari sa inyong eskwelahan, ikaw ang last person accountable,"*** she said, underscoring the principle of command responsibility in school leadership.

## The Urgent Issue of Functional Illiteracy

The heart of her message centered on the urgent issue of functional illiteracy among Filipino learners. Citing data from the Philippine Statistics Authority's Functional Literacy, Education and Mass Media Survey (FLEMMS), which Senator Sherwin Gatchalian highlighted in his recent call to action, SDS Oribiana explained that despite 12 years of schooling, many learners still struggle with reading comprehension.

Nationally, only 79% of senior high school graduates in 2024 were considered functionally literate, meaning 1 in every 5 students could not fully comprehend written texts or instructions. This lack of comprehension severely limits a student's ability to apply learning in real-life situations, making it difficult for them to succeed in further education or employment.

SDS Oribiana emphasized the strong connection between functional literacy and poverty. Citing Senator Sherwin Gatchalian, she explained that provinces with higher literacy rates generally enjoy better living conditions.



Among the top ten most functionally literate provinces are Cavite, Benguet, Apayao, Rizal, Romblon, Batangas, Siquijor, Bohol, Bataan, and South Cotabato. However, she noted that despite South Cotabato's high literacy rate, the province still faces economic challenges due to peace and order concerns, which affect its overall development.

In contrast, provinces with high functional illiteracy rates, such as Tawi-Tawi, Davao Occidental, Zamboanga del Sur, Northern Samar, Basilan, Sarangani, Western Samar, Agusan del Norte, and Sultan Kudarat, also experience higher poverty levels. SDS Oribiana stressed that literacy must go beyond the ability to read words.



### Lucena Schools Urged to Strengthen Functional Literacy: SDS Oribiana Calls for Accountability, Action, and Compassion

"Reading without comprehension is not enough," she pointed out. She gave practical examples of functional illiteracy: learners who may be able to read and write their names but are unable to fill out a simple form correctly or follow basic instructions. "Kapag binigyan mo ng instruction kung paano linisin ang isang hall nang walang mantsa at hindi niya nagawa, ibig sabihin hindi niya naintindihan — hindi siya functionally literate," she explained.

### Lucena Schools Urged to Strengthen Functional Literacy: SDS Oribiana Calls for Accountability, Action, and Compassion

To address this challenge, the Schools Division will implement a Division-wide Functional Literacy Test, to be administered quarterly. Each school will be tasked with creating a master list of learners who are still functionally illiterate, tracking their progress throughout the school year. Reading inventories will be conducted with the help of non-teaching personnel, making the effort a collective responsibility. "Ang hahanapin ko sa inyo, sino ang functionally literate sa eskwelahan ninyo at sino pa ang nangangailangan ng tulong," she emphasized.

SDS Oribiana clarified that it is not wrong to retain learners who are not yet ready to progress. She reminded the school heads that no DepEd policy requires automatic promotion of all students. "Hindi po kasalanan ang magbagsak kung hindi pa handa ang bata," she explained. She urged school leaders, particularly in elementary schools, to strengthen learners' reading comprehension before they advance to higher grade levels where learning becomes more complex.

## Leading with Compassion and Joy

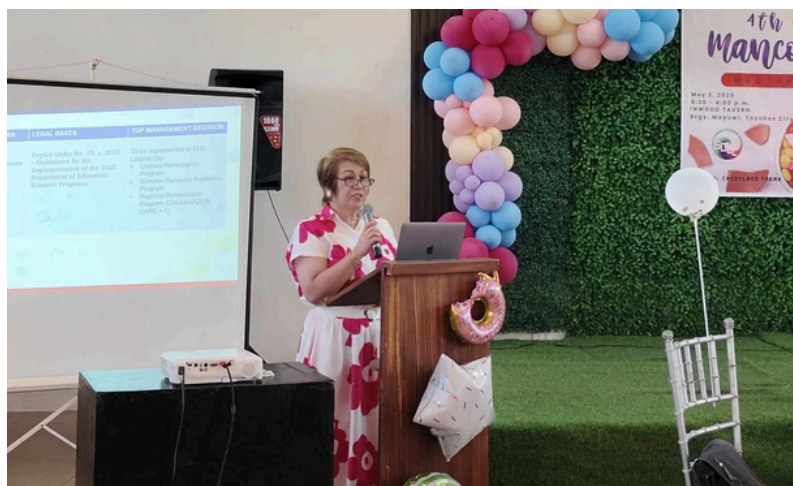
SDS Oribiana closed her message with a call to lead with both accountability and compassion. "Happy Schools, Happy Teachers" was her first reminder—that a supportive environment helps teachers do their jobs well. Second, she called for "Teachers with Heart," educators who work with empathy and dedication to their students' learning. Lastly, she challenged school heads to aim for zero functionally illiterate learners in Lucena City by year-end, reminding them that real success is when every child can read with understanding.

"When we do our job with joy and heart, we help our learners not only succeed in school but also in life," she concluded, leaving a powerful challenge to the school leaders to shape a future where no learner is left struggling to comprehend the written word.

The meeting concluded with a renewed sense of mission among Lucena's school heads: to build schools where no child is left behind in reading and understanding—an essential step in creating a brighter future for their learners and the community. // Xandra Leah S. Dames







In the secondary level, the stage belonged to Lucena City National High School – Main, taking home top proficiency honors in Science, English, ESP, Filipino, TLE, and MAPEH, ultimately earning the Overall Highest Proficiency Award.

- Ransohan Integrated School claimed the spotlight in Mathematics, proving the strength of their numeracy programs.
- Lucena Dalahican National High School – Main emerged as the best in Araling Panlipunan, showing strong civic and historical knowledge.  
//Leonora Fe M. Malabonga

## CELEBRATING EXCELLENCE: LUCENA'S TOP SCHOOLS SHINE IN THE 3RD QUARTERLY ASSESSMENT

//Leonora Fe M. Malabonga

Lucena City's pursuit of academic excellence continues to thrive as several public schools emerge victorious in the 3rd Quarterly Assessment, showcasing their learners' outstanding proficiency in various subject areas.

At the elementary level, different schools showed their strengths across subjects, but one school stood out among the rest. Silangang Mayao Elementary School dominated the awards, bagging the highest proficiency in English, Araling Panlipunan, and MAPEH, and claiming the Overall Highest Proficiency Award for the elementary level. Other schools also shone brightly:

- Talao-Talao Elementary School led in Science, proving their learners' curiosity and scientific skills.
- Reyamar Compound Elementary School showcased their numerical skills, topping in Mathematics.
- BLISS Elementary School inspired character excellence with their lead in Edukasyon sa Pagpapakatao (ESP).
- Zaballero Subdivision Elementary School showed mastery in Filipino, while
- Kanlurang Mayao Elementary School demonstrated practical life skills excellence in EPP (Edukasyong Pantahanan at Pangkabuhayan).



These results reflect the unwavering dedication of teachers, the perseverance of learners, and the strong support from school leaders and parents. Each award speaks not only of academic triumphs but also of the collaborative spirit driving Lucena's education community.

The Schools Division of Lucena City commends all the awardees for their hard work and calls on all schools to continue the journey toward academic excellence, reminding every learner and teacher that great achievements are possible when hearts and minds work together.

Congratulations to our shining schools! Lucena City is proud of you.



## School Governance and Operations Division highlights issues, concerns and deliverables for SGOD subsections

//Jennifer M. Oestar

The School Governance and Operations Division – School Management, Monitoring and Evaluation Section of Lucena City Schools has issued a critical reminder to all schools within the division.

Division Memorandum No. 89, s. 2025, mandates the completion and submission of two key documents: the Child-Friendly School Survey (CFSS) 2024-2025 and the Year-End School Report Card (SRC) for the school year 2024-2025. Both are due by May 23, 2025.

### Child-Friendly School Survey (CFSS) 2024-2025

The CFSS is designed to evaluate the extent to which schools are meeting the goals and indicators of a child-friendly learning environment. The survey assesses various aspects of school life, including:

- **Health and Nutrition:** The provision of nutritious meals, access to healthcare services, and the promotion of healthy habits within the school.
- **Gender Equality and Inclusivity:** The creation of a learning environment free from discrimination and bias, ensuring equal opportunities for all students.
- **Protection of Children's Rights:** The implementation of policies and practices that safeguard children's rights and well-being.
- **Education Quality:** The quality of teaching, learning resources, and overall educational outcomes.
- **Positive Psycho-emotional Environment:** The fostering of a positive and supportive atmosphere that promotes students' mental and emotional well-being.



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## **School Governance and Operations Division highlights issues, concerns and deliverables for SGOD subsections** **//Jennifer M. Oestar**

### **Year-End School Report Card (SRC) for SY 2024-2025**

The SRC is a tool designed to help schools effectively communicate their performance to stakeholders. It provides a concise and comprehensive overview of the school's achievements and areas for improvement. Detailed instructions and templates (Annex 11, Annex 12A, and Annex 12B of DO No. 44, s. 2015) are available for guidance. The SRC must be submitted online using this link: <https://tinyurl.com/SGOD-YEARENDSRC-2025>.

### **National Career Assessment Examination (NCAE) Results**

The memorandum also reminds schools that the results of the NCAE are available for collection at the SGOD Office. Schools are urged to consolidate these results for their records and for submission to the Division Office.

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The SDO emphasizes the importance of meeting the May 23, 2025 deadline for both the CFSS and SRC submissions. Failure to comply may impact school performance evaluations and resource allocation. The urgency of this announcement underscores the significance of these assessments in improving the overall quality of education within the Lucena City school system.

**Temporary Halt in Electronic SF-7 Submissions**  
Division Memorandum (DM) No. 067, s. 2025, announced a temporary suspension of electronic SF-7 submissions due to a full storage capacity issue on the central office's online submission link. Schools are advised to wait for the central office to resolve the technical problem before resuming uploads. This temporary disruption underscores the challenges of managing large-scale online data submissions.

**Confirmation of Teacher Transfer Requests**  
In accordance with DepEd Order No. 54, s. 2016, all schools are urged to ensure that teacher transfer requests are promptly communicated and confirmed before the end of February 2025. This timely confirmation is crucial for the end-of-school-year finalization process. The efficient processing of transfer requests is vital for smooth school operations and the effective allocation of teaching resources.

### **Division Research Colloquium and Related Activities**

DM No. 46, s. 2025, highlights several events focused on research and professional development:

- **Proposal Presentations of Research Under the 10th Cycle BERF:** The division is hosting presentations for research proposals under the 10th cycle of the Basic Education Research Fund (BERF).
- **Capacity Building in Research Writing:** Workshops are being conducted to enhance the research writing skills of teachers.
- **2025 Division Research Colloquium (West District):** This colloquium, held in compliance with DO No. 16, s. 2017 (Research Management Guidelines), took place on April 8-9, 2025 (via MS Teams) and will continue on May 5-7, 2025 (via MS Teams). A final event will be held on May 27, 2025, at the LCTECC Building, 2nd Floor.
- **The 10th Cycle BERF grantees** include Christian Genesis R. Guinto, Sherlyn P. Peñaflor, and Ronalie S. Maquiñana (Cotta NHS), and Jennifer M. Oestar, Jonna May L. Cabuyao, and Michelle A. Sanchez (IES-Bocohan Annex). The expected participants include BERF grantees, members of the Schools Division Research Committee (SDRC), and Research Review Committee (RRC) members, along with selected teachers from 10 elementary and 4 secondary schools.

These initiatives demonstrate a commitment to fostering research capacity and promoting evidence-based practices within the Lucena City school system. The ongoing updates and announcements from the School Governance and Operations Division-Planning Section highlight the division's proactive approach to managing challenges and promoting professional development within its schools.



## SGOD announces extensive professional development and training opportunities

//Jennifer M. Oestar

The School Governance and Operations Division, encompassing the Human Resource Development Section and the Partnership and Linkages Section, has announced a comprehensive slate of professional development (PD) programs and training opportunities for teachers and school leaders in Lucena City. These initiatives, detailed in RM No. 295, s. 2025, focus on updating educators on the revised K to 12 curriculum and enhancing leadership skills.

### Revised K to 12 Training – Phase 2

A significant portion of the announced training focuses on Phase 2 of the revised K to 12 curriculum (MATATAG). This includes:

1. **Training of Core Faculty:** This training will take place in Baguio City from May 15-17, 2025, and is targeted at core faculty from various regions.
2. **Expansion of Training Faculty (Batch 3):** This training will be held in Region IV-A from May 27-29, 2025, focusing on expanding the pool of training faculty.
3. **Training of Teachers for Grades 2, 3, 5, and 8:** This training will occur over any three days between June 4-13, 2025, and is open to teachers from all school divisions.
4. **Instructional Leadership Enhancement Training:** This training is designed to equip school leaders with the skills necessary for the effective implementation of the revised K to 12 curriculum. It will be offered in three locations:
  - **July 15-17, 2025: Baguio City**
  - **July 22-24, 2025: Cebu**
  - **July 29-31, 2025: Region XII**

These trainings demonstrate a commitment to ensuring that educators are equipped with the knowledge and skills to effectively implement the revised curriculum.

### Human Resource Merit Promotion and Selection Board (HRMPSB) Assessors Training

RM No. 291, s. 2025, outlines training for HRMPSB assessors, focusing on deepening their understanding of initial evaluation and PPST assessment. The training schedule is as follows:

- June 26-27, 2025: All Division HRMPSB Committee Members
- July 15-16, 2025: All Elementary and Secondary School Heads

This training aims to enhance the fairness and effectiveness of the merit promotion and selection process.



### Gawad Patnugot and Gawad LucenaHENYO

RM No. 159, s. 2025, announces the submission deadline for the 10th DepEd CALABARZON Gawad Patnugot. The e-nomination folders must be submitted by June 20, 2025, at 12:00 noon. Additionally, the deadline for submitting nominations for the 2025 Search for Gawad LucenaHENYO is May 14, 2025, at 3:00 PM. All district winners must submit their nomination folders and MOVs by this date.

### Partnership Reporting and Database System:

DepEd continues to emphasize the importance of timely submission of monthly reports through the DepEd Partnerships Database System (DPDS) by the 25th of each month at [partnershipsdatabase.deped.gov.ph](http://partnershipsdatabase.deped.gov.ph). This follows previous directives (OULAPP No. 645, S. 2019; OULAPP No. Q-O-002, s. 2022) and underscores the need for accurate data on partnership engagements.

### Brigada Eskwela 2025

DepEd Order No. 012, s. 2025 details the multi-year guidelines for the school calendar, including Brigada Eskwela, scheduled for June 9-13, 2025. Oplan Balik Eskwela will run concurrently until June 20th. The theme is "NAGKAKAISA para sa handa at ligtas na pagbabalik-eskwela" (United for a Ready and Safe Back-to-School). Schools must prepare seven forms (BE Forms 1-7) covering various aspects of school maintenance and resource mobilization.



## SGOD focuses on welfare and development

//Jennifer M. Oestar



### School Health and Sanitation

DepEd highlights the importance of compliance with DepEd Order No. 10 series of 2016 (WinS Program) and Presidential Decree No. 856 (Sanitation Code).

Schools are urged to ensure safe drinking water, gender-segregated toilets, handwashing facilities, and sanitary pads. The online WinS tool (Excel file) must be submitted to district nurses by May 10th. Canteens must have valid sanitary permits for 2025 and health cards for all staff before the start of the school year.

### Annual Medical and Dental Consultations

A division memo mandates annual medical and dental consultations for all teaching and non-teaching personnel, emphasizing early illness detection and prevention. Specific tests vary based on age and pre-existing conditions. Medical certificates attesting to fitness for work are required, along with lab results from within the last three months.

### Disaster Risk Reduction and Management (DRRM)

Regional Memorandum No. 288 s. 2025 encourages participation in the 2025 Regional DRRM Olympics on September 6th. Pre-registration is open until May 15th via <https://bit.ly/DivDRRM OlympicsReg.>

DepEd also encourages participation in an online orientation on DepEd Order No. 22, s. 2024 (ensuring safety and learning continuity) on May 2nd, 10:00 AM–12:00 NN, via the DRRMS and DepEd Philippines Facebook pages.

### Youth Formation

RM 241 s. 2025 announces a Training of Trainers on Positive Discipline (April 28-30), while RM 274 s. 2025 details a workshop for youth formators and partnership focal persons on data gathering and policy consultation (June 4-6).

DepEd's emphasis on these various initiatives underscores its commitment to providing a safe, healthy, and supportive learning environment for all students.







### **Master Teachers Professional Development Program (MTPDP) 2.0**

The evaluation of Workplace Application Plans (WAPs) for MTPDP 2.0 participants is set for **March 25-28, 2025**, at LCTECC Hall 1 & 2, LRMS Office, and CID Office. All EPSs, PSDSs, and select School Heads will serve as evaluators.

### **Regional Training on Facilitation Skills and Learning Management**

The Division has identified participants for the upcoming Regional Training on Facilitation Skills and Learning Management for School Leaders. The training aims to equip school leaders with essential skills for effective training and program delivery.

### **Gawad Patnugot Search**

The 11th DepEd CALABARZON Gawad Patnugot Search is underway, with enhanced guidelines and criteria. The deadline for submitting e-nomination folders is **June 20, 2025, at 12:00 noon**.

The Division encourages all schools to cooperate with the new technical assistance teams and to ensure accurate enrollment data is submitted for the successful administration of the NAT for Grade 6 students.

### **National Women's Month Celebration**

The Division encourages schools to participate in the celebration of the 2025 National Women's Month with the subtheme "Babae sa Lahat ng Sektor, Aangat ang Bukas sa Bagong Pilipinas." Schools are highly encouraged to watch, like, and share the Online UGNAYAN 1st Episode 2025: Segment 1-4, posted on the SDO FB Page. (Refer to Division Memo No. 113, s. 2025, uploaded in the ManCom group).

### **DepEd Partnerships Database System (DPDS)**

A reminder has been issued for the prompt submission of monthly DPDS reports on or before the 25th day of the month.

### **Healthy Food and Beverage Choices**

The Division continues to emphasize strict compliance with DepEd Order No. 13, s. 2017, regarding healthy food and beverage choices in schools. Schools are reminded to avoid selling synthetic juices, hard candies, and other prohibited items.

### **Comprehensive Water, Sanitation and Hygiene in Schools (WinS) Program**

Schools are reminded to strive for a minimum of one star rating in their WinS implementation, which includes providing safe drinking water, gender-segregated toilets, group handwashing facilities with soap, daily group handwashing activities, and sanitary pads. The online WinS tool (excel file) should be utilized, and onsite validations for nurses will be conducted in February and March.

### **Sanitation Code Compliance**

Schools are reminded that establishments operating without sanitary permits and failing to comply with the Sanitation Code and local ordinances are at risk of fines, penalties, and permanent closure. Schools should ensure they have valid sanitary permits for 2025, health cards for all canteen staff, and up-to-date water test results.

### **Mandatory Reporting of Notifiable Diseases**

All schools are required to report reportable diseases and health events of public health concern according to RA 11332. Immediately notifiable diseases (Category I) should be reported immediately, while weekly notifiable diseases (Category II) should be reported weekly. Any epidemic/outbreaks or epidemiologic investigations should also be reported. Schools are urged to implement quarantine and isolation procedures, rapid containment measures, and disease prevention and control strategies. Report cases to the respective Barangay Health Center and DepEd District Nurses for further management. //Jennifer M. Oestar



### **Installation of Thermometers with Hygrometers**

All schools are mandated to install thermometers with hygrometers in classrooms to monitor temperature and humidity levels. This supports the validation of temperature forecasts provided by PAGASA and facilitates data-driven decisions regarding class suspensions during extreme heat. Schools should purchase and install devices in representative classrooms, using MOOE, SEF, or other available funds. Devices should be placed in areas free from direct sunlight and heat-emitting appliances. Designated school personnel should record temperature and humidity levels three times daily (0900H, 1200H, and 1400H) and submit data daily to the DRRMS through this link: <https://bit.ly/PHExtremeHeat>.

### **Extreme Heat Preparedness**

Schools are reminded to implement preventive and response measures to mitigate the impact of extreme heat and ensure the protection, health, and wellness of learners and personnel. Schools must submit their Extreme Heat Preparedness Plan on or before March 21, 2025. They should also ensure the availability and utilization of DRRM IEC materials and submit regular and prompt progressive data/reports through this link: <https://bit.ly/ADMLucena2025>.

### **Fire Prevention Month**

The BFP-Lucena City Fire Station is hosting a "Fire Run 2025" on March 29, 2025, at the Pacific Mall Lucena grounds. The event aims to raise awareness about fire safety and prevention. Those interested can register through the QR code or this link: <https://forms.gle/U6p6Lai1X42yvkjC7>. Schools are also required to submit their 2025 Fire Prevention Month School Activities report by March 31, 2025, through this link: <https://bit.ly/SDOLC-consolidated-FirePreventionMonth2025>

### **DRRM Planning, Monitoring, and Evaluation**

Schools are required to present their DRRM action plan and accomplishments for SY 2024-2025, along with the MOVs as per indicators in the DRRM monitoring tool.



Signed school reports with photo documentation should be uploaded on or before April 11, 2025, through this link: <https://bit.ly/SDRRM-Accom-SY2024-2025>.

### **Nationwide Simultaneous Earthquake Drill (NSED)**

The 1st quarter NSED report for 2025 is due on March 20, 2025. Upload reports and documentation through this link: [https://bit.ly/2025\\_NSED\\_SDOLucenaReport](https://bit.ly/2025_NSED_SDOLucenaReport).

### **Psychological First Aid (PFA) Training**

A PFA training for School Mental Health Coordinators, selected SDO personnel, and PFA providers is scheduled for March 26-27, 2025. Participants are required to wear comfortable clothing and bring extra clothes for the outdoor activity on the second day.

### **Unified Child Protection Manual Workshop**

A workshop series to craft a unified manual for child protection will be held on April 2, April 21, April 28, May 5, and May 26, 2025, from 1:00 p.m. to 5:00 p.m. at LCTECC. Selected division personnel, school heads, and guidance counselors will participate.

### **National Achievement Test (NAT) for Grade 6**

The NAT for Grade 6 students will be administered on April 1, 2025. (Refer to Division Memorandum No. 117, s. 2025). The SDO Lucena City encourages all schools and personnel to comply with these updates and reminders to ensure the smooth operation of educational activities and the safety and well-being of learners and staff. //Jennifer M. Oestar



## OSDS TACKLES KEY ISSUES AND UPDATES DURING 4TH MANCOM

//Xandra Leah S. Dames

### OSDS Critical Operations

The Schools Division of Lucena City held its 4th Management Committee (ManCom) Meeting at Inwood Tavern, Domoit, Lucena City, May 2.

Critical operational updates, personnel concerns, and legal reminders were presented. Administrative Officer V Benjie C. Rivera led the reporting of updates from the Office of the Schools Division Superintendent (OSDS), outlining the latest directives and division activities.

### PERSONNEL MATTERS: Payroll Deconcentration and Staffing Updates

Key highlights included updates on the regional directive for the deconcentration of payroll preparation to the Schools Division Offices (SDOs) as stipulated in RM 2025-102. Additionally, Regional Advisory 2025-60 mandates the direct submission of monthly billings from Private Lending Institutions (PLIs) to the SDOs, beginning with April 2025 billings included in the May 2025 payroll.

In response to these changes, Division Memorandum No. 157, s. 2025 facilitated coordination meetings with PLIs and Government Financial Institutions (GFIs) to discuss billing processes, remittances, and ensuring compliance with the required Net Take Home Pay of employees.

Further, Division Memorandum No. 161, s. 2025 issued a corrigendum on the submission, validation, and calibration of School Heads' Office Performance Commitment and Review Forms (OPCRF). School Heads must submit their OPCRf by May 16, 2025, with validation scheduled on June 13, 2025. Meanwhile, teachers are reminded of the DepEd Advisory for the submission of their eIPCRF from June 9-15, 2025.



The Division also presented the current status of filled and unfilled teaching and non-teaching positions as of May 2, 2025. In the Division Office, there are three vacant positions that remain unfilled. Meanwhile, at the school level, the Pre-elementary and Elementary levels have a total of fifteen unfilled teaching posts, while the Junior High School level has nine vacant positions. The Senior High School level recorded the highest number of vacancies, with thirty teaching positions still unfilled. These figures highlight the continuing need for recruitment and deployment to ensure that schools are adequately staffed, and learning delivery remains uninterrupted.







The 4th ManCom Meeting showcased the Division's continuous efforts to streamline processes, ensure compliance, and address operational challenges across units. The active collaboration among division leaders underscores their shared commitment to fostering a more efficient and accountable educational environment. //Xandra Leah S. Dames

#### **PLANNED OSDS ACTIVITIES**

The OSDS outlined several upcoming activities, including:

May 5, 2025: Procurement for the Training-Workshop for Internal Quality Auditors 2025

May 5-9, 2025: Physical Inspection of Property and Building (East District), alongside Evaluation and Monitoring of DCP Implementation in Schools

May 8-9, 2025: Open Ranking for various positions including Admin Aide I, Admin Assistant III, Guidance Counselor II, School Principal I & II, and Education Program Supervisors.

#### **LEGAL REMINDERS ON POLITICAL ACTIVITIES**

The Legal Unit reiterated strict compliance with laws prohibiting government employees from engaging in partisan political activities. Key reminders covered prohibited campaign activities, responsible use of state resources, poll watcher conduct, voting protocols, and proper procedures during elections.

#### **ACCOUNTING AND SUPPLY UNIT UPDATES**

The Accounting Unit presented the COA Regional Training Plan for 2025, encouraging agency personnel to participate in professional development courses by submitting the required nomination forms. Meanwhile, the Supply Unit reported a total of 468,405 modules distributed across all districts and secondary schools from January to April 2025.

#### **ICT ANNOUNCEMENTS AND REMINDERS**

The ICT Unit informed participants of an upcoming automatic software license renewal, assuring continuity of access to essential Microsoft Office applications. Users were also reminded to use the official slide presentation templates and were provided a support link for technical concerns.

