



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF IMUS CITY

20 Apr 2026

**DIVISION MEMORANDUM**

No. 209, s. 2026

**VETTING OF SCHOOLS DIVISION OFFICE OF IMUS CITY  
DIVISION EDUCATION DEVELOPMENT PLAN- QUALITY BASIC  
EDUCATION DEVELOPMENT PLAN (DEDP-QBEDP) 2025-2035**

To: OIC-Assistant Schools Division Superintendent  
OIC- CID Chief Education Supervisor  
OIC-SGOD Chief Education Supervisor  
School Heads/OICs (Public Elementary and Secondary Schools)  
All Others Concerned

1. Pursuant to Regional Memorandum No. 115, s. 2026 (Guidelines for Structuring the Division Education Development Plan [DEDP] 2025-2035), the Schools Division Office of Imus City will hold a vetting session for its Division Education Development Plan- Quality Basic Education Development Plan (DEDP-QBEDP) 2025-2035, on April 22-23, 2026, at Tanza Oasis Hotel and Resort in Tanza, Cavite.
2. In line with this, all Outcome Lead Personnel are enjoined to attend an online meeting this Friday, April 17, 2026, at 10:00 AM.
3. This Memorandum shall serve as the Travel Authority for the participants of the activity.
4. Attached are the List of Participants cum Travel Order and the Activity Matrix for reference and guidance.
5. Expenses incurred relative to the conduct of this activity shall be charged against SDO Imus City MOOE, subject to the usual accounting rules and regulations.





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**Facebook Page:** @sdoimuscity



6. For queries and clarifications, please contact Ms. Jenielyn A. Sadang, Senior Education Program Specialist, at 0917-5033119.
7. For immediate dissemination.



Digitally signed by  
Lito A. Palomar  
Date: 2026.04.18  
Time: 05:49:03 +08:00

**LITO A. PALOMAR**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent  

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index  
under the following subject:

BASIC EDUCATION

sgod/jas 

**VETTING OF SCHOOLS DIVISION OFFICE OF IMUS CITY  
DIVISION EDUCATION DEVELOPMENT PLAN- QUALITY BASIC  
EDUCATION DEVELOPMENT PLAN (DEDP-QBEDP) 2025-2035**

**LIST OF PARTICIPANTS CUM TRAVEL ORDER  
April 22-23, 2026**

1.	OIC- SDS	Lito A. Palomar
2.	OIC- ASDS	Glenda DS. Catadman
3.	OIC- CID Chief	Marciano V. Valles
4.	OIC- SGOD Chief	Ivan Honorpette A. Mijares
5.	Attorney III	Atty. Mario Tamondong Jr.
6.	Budget Officer III	Jona B. Ramos
7.	Accountant III	Precila E. Custodio
8.	Admin. Officer V	Ronnie B. Yohan
9.	Admin Officer IV, Personnel	Marilyn O. Anglo
10.	Admin Officer IV, Procurement	Josephus Perseus B. Banaag
11.	Admin Officer IV, Supply	Reena Joy T. Marty
12.	Education Program Supervisor	Marilou P. Bronzi
13.	Education Program Supervisor	Riza C. Garcia
14.	Education Program Supervisor	Maria Luisa F. Candelaria
15.	Education Program Supervisor	Ricardo R. David III
16.	Education Program Supervisor	Leah J. Guillang
17.	Education Program Supervisor	Rochelle S. Balete
18.	Education Program Supervisor	Ruby R. Heramia
19.	Education Program Supervisor	Joseph R. Carreon
20.	Education Program Specialist	Cristina S. Advincula
21.	Division Librarian	Reden R. Cruzado
22.	Education Program Supervisor	June Bence L. Adelan

23.	Medical Officer III	Gian Paul G. Creencia
24.	Dentist II	Marife R. Grossman
25.	SEPS- PRS	Jenielyn A. Sadang
26.	Planning Officer III/OIC, IT Officer	Naamah C. Mambalos
27.	OIC, SEPS-Human Resource Development Section	Marlyn C. Alegro
28.	EPS II- SMME	Medel Carlos C. Zarsuelo Jr.
29.	EPS II- SocMob	Girlie Ann S. Obias
30.	Education Facilities Engineer	Kristine T. Tablizo
31.	Project Development Officer I	Ariel L. Dayrit
32.	Driver	Robert Baarde
33.	Driver	Gilbert Casil

**VETTING OF SCHOOLS DIVISION OFFICE OF IMUS CITY  
DIVISION EDUCATION DEVELOPMENT PLAN- QUALITY BASIC  
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**ACTIVITY MATRIX  
April 22-23, 2026**

**Day 1**

Date/ Time	Activity	Facilitator/Responsible Unit
7:30-8:00 AM	Arrival and Registration of Participants	
8:00 – 8:30 AM	Opening Program	
	Preliminaries Prayer Energizer Roll Call of Participants  Activity Matrix / flow	AVP  Ronnie V. Yohan Admin. Officer V Jenielyn A. Sadang SEPS
8:30 – 8:45 AM	Inspirational Message	Mr. Lito A. Palomar, OIC-Schools Division Superintendent
8:45 – 9:15 AM	Presentation of DEDP- QBEDP Overview	Jenielyn A. Sadang Planning & Research Section
9:15 – 10:30 AM	Presentation per Outcome Indicator  (presentation of Key Strategies, targets and Interventions and plenary discussion for clarifications and refinement	Outcome Lead Outcome 1: Marlyn C. Alegro  Outcome 2: Gian Paul G. Creencia, MD  Outcome 3: Ivan Honorpette A. Mijares  Outcome 4: Maria Luisa Candelaria Outcome 5: Joseph R. Carreon  Financial Plan: Jona B. Ramos  Monitoring and Evaluation Plan: Medel Carlos C. Zarsuelo Jr.

10:30 – 10:45 AM	Health Break	–
10:45 – 12:00 NN	<p>Presentation per Outcome Indicator</p> <p>(presentation of Key Strategies, targets and Interventions and plenary discussion for clarifications and refinement</p>	<p>Outcome Lead Outcome 1: Marlyn C. Alegro</p> <p>Outcome 2: Gian Paul G. Creencia, MD</p> <p>Outcome 3: Ivan Honorpette A. Mijares</p> <p>Outcome 4: Maria Luisa Candelaria</p> <p>Outcome 5: Joseph R. Carreon</p>
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Group Vetting (workshop)	<p>Outcome Lead and members Outcome 1: Marlyn C. Alegro</p> <p>Outcome 2: Gian Paul G. Creencia, MD</p> <p>Outcome 3: Ivan Honorpette A. Mijares</p> <p>Outcome 4: Maria Luisa Candelaria</p> <p>Outcome 5: Joseph R. Carreon</p> <p>Financial Plan: Jona B. Ramos</p> <p>Monitoring and Evaluation Plan: Medel Carlos C. Zarsuelo Jr.</p>
3:00-3:15 PM	Health Break	
3:15-4:45 PM	Group Vetting (workshop)	<p>Outcome Lead and members Outcome 1: Marlyn C. Alegro</p> <p>Outcome 2: Gian Paul G. Creencia, MD</p> <p>Outcome 3: Ivan Honorpette A. Mijares</p>

		Outcome 4: Maria Luisa Candelaria Outcome 5: Joseph R. Carreon
4:45 – 5:00 PM	Synthesis of Day 1	Jenielyn A. Sadang Planning & Research Section

**Day 2**

Date/ Time	Activity	Facilitator/Responsible Unit
8:00 – 8:30 AM	Opening Program	
	Preliminaries Prayer Energizer Roll Call of Participants	AVP  Ronnie V. Yohan Admin. Officer V
8:30 – 9:00 AM	Recap of Day 1 Activity Matrix / flow	Jenielyn A. Sadang SEPS
9:00 – 10:30 AM	Presentation of Revised Outputs	Outcome Lead Outcome 1: Marlyn C. Alegro  Outcome 2: Gian Paul G. Creencia, MD  Outcome 3: Ivan Honorpette A. Mijares  Outcome 4: Maria Luisa Candelaria Outcome 5: Joseph R. Carreon
10:30 – 10:45 AM	Health Break	–
10:45 – 12:00 NN	Presentation of Revised Outputs	Outcome Lead Outcome 1: Marlyn C. Alegro  Outcome 2: Gian Paul G. Creencia, MD  Outcome 3: Ivan Honorpette A. Mijares  Outcome 4: Maria Luisa Candelaria

		Outcome 5: Joseph R. Carreon
12:00 – 1:00 PM	Lunch Break	–
1:00 – 3:00 PM	Plenary Validation	<p>Outcome Lead and members</p> <p>Outcome 1: Marlyn C. Alegro</p> <p>Outcome 2: Gian Paul G. Creencia, MD</p> <p>Outcome 3: Ivan Honorpette A. Mijares</p> <p>Outcome 4: Maria Luisa Candelaria</p> <p>Outcome 5: Joseph R. Carreon</p> <p>Financial Plan: Jona B. Ramos</p> <p>Monitoring and Evaluation Plan: Medel Carlos C. Zarsuelo Jr.</p>
3:00-3:15 PM	Health Break	
3:15-4:45 PM	Consolidation, timeline, and Agreement	<p>Top Management</p> <p>All Participants</p>
4:45 – 5:00 PM	Closing Program	