

Republic of the Philippines Department of Education

REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

0 1 AUG 2025

OFFICE MEMORANDUM SGOD-2025-127

Assistant Schools Division Superintendent

Chief Education Supervisors Section and Unit Heads All Others Concerned

ACCOMPLISHMENT OF THE 2025 REPORT OF ACCOMPLISHMENTS

- In order to institutionalize and effectively monitor the accomplishments of all units/divisions within the Schools Division Office across various performance evaluation systems, all unit and section heads are hereby directed to submit their respective 2025 Reports of Accomplishments on or before the 10th day of each succeeding month on this link: https://tinyurl.com/2025SDCBCESPES.
- Further, all unit and section heads are encouraged to document and report innovative interventions implemented in relation to the Key Result Areas (KRAs) under their jurisdiction.
- 3. Attached is the List of Deliverables and the unit or section concerned.

4. For strict compliance.

> MO R. ALUDINO Schools Division Superintendent,

SGOD/dro/OM-2025Report of Accomplishments
_____/ July 30, 2025



SDCB RECORDS UNIT

2511515













Enclosure 1. List of Deliverables

LIST OF DELIVERABLES

Part IA. Operations

Office-in-Charge	PROGRAM/ SUBPROGRAM/ SERVICE	OUTCOME/OUTPUT INDICATORS AS INDICATED IN THE NEP	
ORGANIZATIONAL OUTCOM	E		
Education Policy Developme	nt Program	美国共享的	
SGOD - Planning & Research	1. Number of educ	cation researches completed	
Basic Education Inputs Prog	ram		
Outcome Indicators:			
SGOD - Planning Unit	1. Percentage of so ratio for teachers:a. Elementary (1b. Junior High Soc. Senior High So	chool (1:45)	
Output Indicators:			
OSDS HRMU	1. Number of newly-created teaching positions filled-up		
Inclusive Education Program		ESTATE STREET, STATE OF THE STREET, STATE OF THE STREET, STATE OF THE STREET, STATE OF THE STATE	
Outcome Indicators:			
		arners enrolled in:	
SGOD - Planning Unit	a. SPED (public)		
CID - ALS CID - LRMS	d. ALS 2. Percentage of learners provided with learning resources		
	Output Indicators:		
	Number of schools offering the following programs:		
SGOD - Planning Unit	c. SPED		
CID - LRMS	learning resources	ic schools provided with	
Support to Schools and Lear			
Outcome Indicators:			
	1. Retention Rate		
		a. Elementary	
		b. Secondary (Grade 7-12)	
	2. Completion Rate	e	
		a. Elementary	
		b. Secondary (Grade 7-12)	
	schools achieving in NAT	arners in public and private at least nearly proficient level	
	-	a. Elementary (Grade 6)	
		b. Junior High School (Grade	
SGOD - Planning Unit		c. Senior High School (Grade 12)	
	Output Indicators:		









Office-in-Charge	PROGRAM/ SUBPROGRAM/ SERVICE	OUTCOME/OUTPUT INDICATORS AS INDICATED IN THE NEP	
SGOD - SHU	1. Number of learn "School-Based Fee	1. Number of learners benefiting from the "School-Based Feeding Program"	
Education Human Resour Outcome Indicators:	ce Development Prog	ram	
SGOD - HRD	1. Increase in perconducting school	1. Increase in percentage of public schools conducting schools learning action cell sessions	
Output Indicators:			
SGOD - HRD	1. Number of publications teaching-related s	1. Number of public school teachers and teaching-related staff trained.	

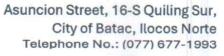
Part IB - Support to Operations

Office-in-Charge	Service/Projects/ Activities	Performance Indicator	
1) MANAGEMENT	& ADMINISTRATION OF LEA	ARNING RESOURCES	
CID - LRMS	a. Quality assurance of learning resources (CLMD)	- Number of learning resources quality assured (across learning areas)	
CID - ALS	b. Quality assurance of print and non-print materials(CLMD)	- Number of print and non- print materials quality assured (ALS)	
SGOD - Educ Facilities	c. Establishment of SDOs' functional library hubs (CLMD)	- Number of established library hubs	
CID CHIEF	d. Uploading of developed test items in the different learning areas in the LRIS for sharing (CLMD)	- Number of learning areas with uploaded test items	
2) EDUCATION II	NFORMATION & COMMUNICA	ATION SERVICES	
DIO	a. Enhancement of communication linkages and support between PAU and the local media (PAU)	- Number of press statement released	
3) BUILDING PARTNERSHIP & LINKAGES PROGRAM			
CID - ALS	c. Establishment of partnerships with LGU to benefit education for learners in situations of disadvantage	- Number of established partnerships with LGUs for learners in situations of disadvantage	
4) CHILD PRO	TECTION PROGRAM		





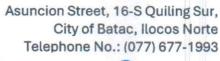




	Service/Projects/	
Office-in-Charge	Activities	Performance Indicator
SGOD - YFD	a. Submission of Monitoring Report on the establishment of child protection committee in all public and private schools across all SDOs	- Number of monitoring report submitted on the establishment of child protection committee in all public and private schools across all SDOs
SGOD - YFD	b. Submission of Monitoring Report on the schools with Child Protection Policy and Anti- Bullying (ESSD)	- Number of monitoring report submitted on the schools with Child Protection Policy and Anti-Bullying
5) ORGANIZATION SCHOOL/LCs PERS	NAL & PROFESSIONAL DEVE ONNEL	LOPMENT FOR NON-
SGOD - HRD	a. Implementation of L and D/ training programs on learners' mental health and learners with psychosocial needs	- Number of L and D/ training programs on learners' mental health and learners with psychosocial needs implemented
SGOD - HRD	b. Development, implementation, and monitoring of Learning and Development Plan	- Number of Learning and Development Plan developed, implemented and monitored
SGOD - HRD	c. Conduct of Professional Development Programs for instructional leaders	- Number of Professional Development Programs for teachers and instructional leaders conducted
SGOD - HRD	e. Implementation and monitoring of NEAP- certified and PRC accredited PDPs	- Number of NEAP-certified and PRC accredited PDPs implemented and monitored in RO and SDOs
SGOD - HRD	f. Implementation of Rewards and Recognition for Outstanding DepEd personnel (teaching, teaching-related and non- teaching)	- Number of Rewards and Recognition for Outstanding DepEd personnel (teaching, teaching-related and non- teaching) implemented
CID - LRMS	h. Capacity building of MEP implementers	- Number of MEP implementers capacitated
CID - LRMS	i. Upskilling of implementing school heads on inclusive education	- Number of upskilled implementing school heads on inclusive education











Office-in-Charge	Service/Projects/ Activities	Performance Indicator
CID - LRMS	k. Training of pool of LR developers and evaluators on the QA of Non-Print Resources (CLMD/HRDD)	- Number of LR developers and evaluators on the QA of Non-Learning Resources and Learning Resources trained
CID - LRMS	Conduct orientation to division focal persons on inclusive education	- Number of division focal persons oriented on inclusive education
6) PLANNING AN	D MANAGEMENT INFORMAT	ION SYSTEM
SGOD - Planning Unit	a. Utilization of PMIS in RO1 and SDOs	- Number of RO and SDOs utilizing the PMIS
SGOD - Planning Unit	b. Resolving of LIS/BEIS data problems/ issues forwarded to CO LIS/BEIS Helpdesk	- Number of SDOs with LIS/BEIS data problems/ issues resolved
	c. Preparation of Annual Implementation Plan, Budget Utilization Report, Annual Procurement Plan,	- Number of Annual Implementation Plan, Budget Utilization Report, Annual Procurement Plan, M&E Report, Human Resource Strategic Plan submitted
SGOD - Planning Unit	M&E Report, Human	AIP
BAC	Resource Strategic Plan	APP
SGOD - SM&E		M&E
OSDS Budget Unit		BUR
OSDS HRMU	g. Monitoring of the rationalization of teacher workload in public schools and payment of teaching overload (DO 5, s. 2024)	- Number of SDOs monitored on the implementation of DO 5, s. 2024
CID - ALS	h. Enhancement of ALS literacy mapping system (CLMD)	- Number of ALS literacy mapping system enhanced
CID CHIEF	i. Monitoring of SDOs on the implementation of FLO- ADM	- Number of SDOs monitored on the implementation of FLO-ADM
SGOD Chief	n. Establishment of schools' School Governance Councils (SGCs) in the elementary	- Number of SGCs in schools established









Office-in-Charge	Service/Projects/ Activities	Performance Indicator
SGOD Chief	p. Provision of technical assistance and assessment of processes and operations to SDOs through Quarterly TEAPOT	- Number of TEAPOT Reports
SGOD EPS	q. Monitoring of SDOs on the compliance to DO # 88, s. 2010 and DO #40, s. 2014 of Private and Public Schools	- Number of SDOs monitored on the compliance to DO # 88, s. 2010 and DO #40, s. 2014 of Private and Public Schools
7) LEARNER SUP	PORT PROGRAMS	
SGOD - Partnership & SocMob	e. Implementation of schools' sports programs	- Number of SDOs monitored on school sports program implemented
CID CHIEF	h. Utilization of Comprehensive Rapid Literacy Assessment (CRLA) Tool and Rapid Mathematics Assessment (RMA) Tool	- Number of reports on the result of Comprehensive Rapid Literacy Assessment (CRLA) and Rapid Mathematics Assessment (RMA) submitted
CID CHIEF	i. Monitoring on the integration of Reading literacy in all learning areas	- Number of monitoring report on the integration of reading literacy in all learning areas
SGOD EPS	k. SDOs' implementation of the commemorative activities (Araw ng Kalayaaan/National Flag Day – May-June, Buwan ng Wika, Kasaysayan-August; and IPEd Day –October 2025	- Number of accomplishment report on the conduct of commemorative activities submitted
CID CHIEF	l. Participation to the different system-based assessments (NAT/ ELLNA/ A&E Test)	- Number of Analysis Reports on the results of the different system-based assessments submitted









Office-in-Charge	Service/Projects/ Activities	Performance Indicator
SGOD - SHU	m. Implementation of Homeroom Guidance Program as a way to promote activities regarding mental wellness	- Number of reports on the implementation of Homeroom Guidance Program submitted
OSDS Budget Unit	q. Monitoring of the PSF utilization in the provision of assessment assistive mechanisms	- Number of PSF utilization monitored in the provision of assessment assistive mechanisms
CID CHIEF	s. Provision of Technical Assistance to SDOs with implementing multigrade classes	- Number of Technical Assistance Analysis Report submitted
9) DISASTER PREPAREDNESS & RESPONSE PROGRAM		ROGRAM
SGOD - DRRM	a. DepEd Regional Office and SDOs implemented DRRM, CCAM, and peacebuilding policies	- Number of report submitted on the implementation of DRRM, CCAM, and peacebuilding policies of DepEd Regional Office and SDOs
SGOD - DRRM	b. Capacity building of SDO Focal persons for DRRM, CCAM, and peacebuilding	- Number of capacity building conducted for SDO Focal persons capacitated on DRRM, CCAM, and peacebuilding

Part IC. General Administration and Support

Office-in-Charge	Service/Projects/ Activities	Performance Indicator
OSDS HRMU	a. Implementation of employee welfare programs and benefits (HRDD)	- Number of learning resources quality assured (across learning areas)

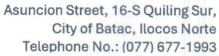
Part II. Individual Performance Accountability











KRA 1: Strategic Leadership & Management (5%)

Crafted	the	Divi	ision
Education		Developr	nent
Plan (DEDP)			
Regional Bas	ic E	ducation	Plan
(RBEP) and			
operational pla			
the MATATAC			
Division	SILL	lauon or	uic

- SGOD Planning and Research
- Chiefs/Section Heads
- Division Education Development Plan (DEDP)
- PIR of PPAs

Established a mechanism for the effective implementation of PPAs in the SDO

- SGOD- SM&E
- SGOD -Planning
- OSDS Budget
- OSDS -Accounting

Implemented PPAs

KRA 2: Curriculum Implementation (10%)

-Ensured		effe	
management			
of the			
Curriculum			
private scho			
centers in standards	ı comp	liance	with
	1 comp	oliance	with

CID

Number of schools and learning center that are compliant to the quality standards for basic education

Ensured effective management and/or implementation of learning assessments in schools and learning centers for better learning outcomes

- CID
- SGOD-Planning and Research

Developed Learning Assessment Tools

Managed the implementation of guidelines, and policies, standards, in the development contextualization and/or learning resources.

CID - LRMS

Developed and Contextualized learning resources across all learning areas

KRA 3: Support to school governance and operations (6%)











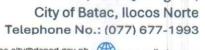
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Program Output and Process Requirements	Office-in-Charge	Description of Deliverables
Established a mechanism for monitoring the implementation of PPAs in the SDO	• SGOD – SM&E	SDO Units which adopted QAME and Assessment Framework
Provided strategic directions on support for school management and operations	 SGOD – HRD SGOD – Planning and Research 	Approved OPCRF and AIP
Ensured the operationalization of the Learning and Development (L&D) Systems in the SDO	• SGOD – HRTD • SGOD – SM&E	Operationalized L & D System (Professional Development Programs)
KRA 4: SDO Management (19%)		
Properly and promptly provided personnel action and compensation to all SDO, IUs, and Non-IUs personnel.	 OSDS – HRMU OSDS – Acctg OSDS - Cash 	Personnel action and compensation acted
Established and maintained an updated, accurate, well-planned, and coordinated system for records management and general services.	OSDS - Records	Documents were acted upon
Provided SDO units with necessary supplies, materials, and equipment procured by DepEd.	• OSDS – Asset Mgt.	Supplies and equipment provided to schools
Ensured compliance with procurement laws/guidelines	OSDS - Acctg	Compliant to procurement laws and guidelines
Provided economical, efficient, and effective financial management services to ensure the cost-effective utilization of financial resources of the division and schools.	 OSDS – Budget OSDS - Acctg 	Utilized financial resources
Ensured the provision of legal advice to the Top Management and other officials of the Division in relation to the performance of their functions	• OSDS - Legal	Legal issues and concerns managed







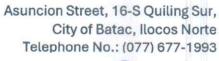


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Program Output and Process Requirements	Office-in-Charge	Description of Deliverables
Evaluated complaints and conducted investigation on cases filed against non-teaching personnel	OSDS - Legal	Complaints have been evaluated/ investigated/ verified
Prepared actions/endorsements on complaints and letters in accordance with the provision of the law and DepEd rules and regulations		Complaints and letters were acted upon
Prepared and reviewed contracts, Memorandum of Agreements (MOA) and instruments to which the Division or any of its offices and schools is a party and interprets the provision therein.	OSDS - Legal	Reviewed contracts, agreements, and other legal instruments
Conducted investigations of complaints against teaching personnel as may be delegated by the Regional Office (RO)		complaints and letters have been acted/indorsed
Supervised the continuous improvement of the services of the Legal Unit		Requests for Services from the Legal Unit were acted upon
Managed and maintained the Information and Communication Technology (ICT) Systems and Infrastructure of the Division to effectively support operations	OSDS - ICTS	Managed ICT programs
Managed and implemented ICT programs and projects in the Division to ensure data validity and effective utilization of the systems		Managed and implemented ICT programs and projects
Provided technical support in the management of Learning Resource Management System (LRMS)	• CID -LRMS • OSDS - ICTS	TA provided to schools and learning center
Ensured coordination with Central Office and other ICT Units across levels regarding the implementation of National ICT and ICT-related programs	OSDS - ICTS	Acted requests upon receipt
KRA 5: Partnership and Linkages	(11%)	











Program Output and Process Requirements	Office-in-Charge	Description of Deliverables
Identified resources need and potential local and international donors of education-related program/project	• SGOD – SocMob	Firmed up partnership
Supervised the crafting of localized policies and standards for partnership building		Implemented plan on the adopted policy guidelines
Ensured the establishment of partnerships in relevant areas		Signed MOA/MOU
Supervised the establishment of effective M&E for partnership sustainability		Sustained partnerships
KRA 6: Office Administration and	d Performance Managem	ent (10%)
Established and maintained systems and processes geared towards administrative effectiveness and efficiency	CID ChiefSGOD ChiefOSDS Head	Processes
Managed the implementation of the Program Implementation Review and Performance Assessment (PIRPA) at the SDO and Schools	 CID Chief SGOD Chief OSDS Head SGOD - SM&E 	submitted PIRPA reports
Ensured the promotion of a culture of excellence, innovation, and collaboration	OSDS – Records	Client Satisfaction Measurement Report submitted Outstanding interpretation of the result of Satisfaction Rating obtained
Managed the timely and accurate release of information, and communication materials	Division Information Officer	Communicated PPAs and other relevant information Developed IEC materials posted in FB and website
Supervised the conduct of periodic monitoring and evaluation of office/staff performance for the provision of relevant learning and development programs	 SGOD – HRD CID Chief SGOD Chief OSDS Head 	Approved OPCRF and IPCRF













Program Output and Process Requirements	Office-in-Charge	Description of Deliverables
Financial Stewardship - Utilized at least 98% of the budget allocation in accordance with the quarterly disbursement program with no overdraft/deficit/disallowance from oversight agency/ies	OSDS - Finance	Budget Utilization Rate
Process Improvement Streamlined core processes and management of service provisioning of frontline and other office deliverables to ensure ease of transations and/or digitalization/digitization	 CID Chief SGOD Chief OSDS Head 	core processes and services
Process Improvement Streamlined core processes and management of service provisioning of frontline and other office deliverables to ensure ease of transactions and/or digitalization/digitization	CID ChiefSGOD ChiefOSDS Head	resolution and compliance rate









