



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
No. **644**, s. 2025

29 SEP 2025

**CONDUCT OF THE REGIONAL PERFORMANCE MANAGEMENT CONFERENCE
ON THE PRESENTATION OF 2026 OPCR FOR THE SCHOOLS
DIVISION OFFICES**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Secondary and Elementary School Heads
Unit and Section Heads
All Others Concerned

1. Pursuant to Regional Memorandum no. 1301 s. of 2025, the Department of Education through the Human Resource Development Division announces the Conduct of the Regional Performance Management Conference on the Presentation of 2026 OPCR for the Schools Division Offices on September 30 – October 1, 2025 at Ynad's Place Hotel and Resort, City of San Fernando La Union. Details are as follows:

No.	Name	Position	School/Office
1	Arnel S. Bandiola	ASDS	SDO
2	Nemalyn M. Ulep	CES-SGOD	SDO
3	Marilou B. Sales	CES- CID	SDO
4	Joel P. Malunao	AO V	SDO
5	Flordeliza C. Agcaoili	ADAS III	SDO
6	Ditas G. Domingo	School Principal IV	CBNHS Poblacion
7	Jenelyn B. Asuncion	School Principal II	CAMES

2. Accommodation shall be provided for the official driver of the division, limited to one-driver per SDO.

3. Participants are requested to check in at the venue on September 29, 2025 (Day 0) at 2:00 PM, with dinner as the first meal to be served. Check-out will be on October 1, 2025 at 12:00 NN, with PM snacks as the last meal provided. All meals throughout the activity shall be served at Ynad's Place Hotel and Resort, while participants be billeted either Ynad's Place Hotel and Resort or at NEAP Region 1 for their board and lodging, as assigned.

4. Travel expenses of the participants will be charged to respective local funds subject to the usual accounting and auditing rules and regulations.

5. This Memorandum serves as the Official Authority to Travel of identified participants.

6. Immediate dissemination of this Memorandum is desired.

By the Authority of the SDS:


ARNEL S. BANDIOLA
Assistant Schools Division Superintendent

ANSELMO R. ALUDINO
Schools Division Superintendent



DepEd Batac City



batac.city@deped.gov.ph



www.csdbatac.com

Asuncion Street, 16-S Quiling Sur,
City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993

Encl.: None
Reference: Regional Memorandum No. 1302, s. 2025
To be included in the Perpetual Index
Under the following subject:

TRAININGS PROGRAMS

SGOD/mlpd/DM-RegionalManagementConference
2514992/ September 26, 2025



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Republic of the Philippines
Department of Education
 REGION I

SDCB RECORDS UNIT
 2514992



REGIONAL MEMORANDUM
 No. 1301 s. 2025

SEP 26 2025

**UPDATES ON THE CONDUCT OF THE REGIONAL PERFORMANCE
 MANAGEMENT CONFERENCE ON THE PRESENTATION OF 2026 OPCRF
 FOR THE SCHOOLS DIVISION OFFICES**

To: Schools Division Superintendents
 Chiefs of the Regional Functional Divisions
 Administrative Division & Human Resource Development Division
 All Concerned Personnel

1. In reference to Regional Memorandum No. 1204, s. 2025 titled Regional Performance Management Conference on the Presentation of 2026 OPCRF for Regional Office Proper and Schools Division Offices, this Office, through the Human Resource announces the updated list of participants for the said activity scheduled on September 30 to October 1, 2025 at Ynad's Place Hotel and Resort, City of San Fernando, La Union.

2. The following participants from each Schools Division Office (SDO) are requested to attend: Assistant Schools Division Superintendent (ASDS), SGOD and CID Chiefs, Administrative Officer V, Human Resource Management Officer (HRMO), and the Representative of the Accredited Employee Association of Elementary and Secondary School Heads. The required number of participants per SDO is indicated below:

SDO	ASDS	Chiefs	AO V	HRMO	School Head Representatives
Alaminos City	1	2	1	1	2
Batac City	1	2	1	1	2
Candon City	1	2	1	1	2
Dagupan City	1	2	1	1	2
Ilocos Norte	1	2	1	1	2
Ilocos Sur	1	2	1	1	2
Laoag City	1	2	1	1	2
La Union	1	2	1	1	2
Pangasinan I	2	2	1	1	2
Pangasinan II	2	2	1	1	2
San Carlos City	1	2	1	1	2
San Fernando City	1	2	1	1	2
Urdaneta City	1	2	1	1	2
Vigan City	1	2	1	1	2



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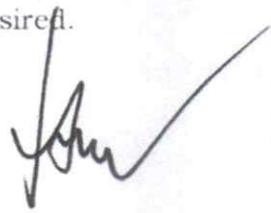


3. Accommodation shall be provided for the official drivers of the twelve (12) SDOs, limited to one driver per SDO, except for SDO San Fernando City and SDO La Union.
4. Division HRMOs are requested to submit the SDS-endorsed list of participants, indicating their sex and their expected day and time of arrival, to hrdd.region1@deped.gov.ph on or before **September 28, 2025**.
5. The following Regional Office personnel shall serve as facilitators and members of the Program Management Team:

Name	Office
ARD Rhoda T. Razon	Office of the Assistant Regional Director
Dinah C. Bonao	Human Resource Development Division
Raymund R. Molano	Human Resource Development Division
Atty. Rhea Joy L. Carbonell	Administrative Division
Ramon O. Caniezo	Administrative Division
Georgina N. Nerida	Administrative Division
Laarni Grace F. Madayag	Administrative Division
Herminia F. Anwoju	Administrative Division
Nenita D. Ducusin	Administrative Division
Mary Ann D. Ramirez	Administrative Division

6. Participants are requested to check in at the venue on September 29, 2025 (Day 0) at 2:00 PM, with dinner as the first meal to be served. Check-out will be on October 1, 2025, at 12:00 NN, with PM snacks as the last meal provided. All meals throughout the activity shall be served at Ynad's Place Hotel and Resort, while participants will be billeted either at Ynad's Place Hotel and Resort or at NEAP Region I for their board and lodging, as assigned.
7. In cases where the designated participants are unable to attend due to equally important official commitments, health-related concerns, or personal circumstances, the concerned SDO shall designate a qualified replacement who is also a member of the HRMPSB or its sub-committee.
8. This Memorandum serves as the Authority to Travel for Regional Office personnel.
9. Expenses relative to this activity such as board and lodging shall be charged against the Regional Operations, subject to the usual accounting and auditing rules and regulations.
10. For concerns or queries, please contact the **Human Resource and Development Division** at hrdd.region1@deped.gov.ph.

11. Immediate dissemination of this Memorandum is desired.



TOLENTINO G. AQUINO
Director IV

Encl.: None

Reference: As Stated

To be indicated in the Perpetual Index

Under the following subjects:

PERFORMANCE

REVIEW

HRDD/rm/RM_Updates2026OPCRF
September 25, 2025