



Republic of the Philippines  
**Department of Education**  
 REGION VIII - EASTERN VISAYAS

August 11, 2022

**OFFICE MEMORANDUM**

No. **454**, s. 2022

To: Assistant Regional Director  
 Regional Office Division Chiefs  
 All Others Concerned

**WORKSHOP ON POLICY REVIEW AND RECOMMENDATIONS FOR  
 CENTRAL OFFICE DEVELOPMENT**

1. In consonance to DepEd Order No. 13, s. 2015, also known as Establishment of a Policy Development Process at the Department of Education, this Office, through the Policy, Panning, and Research Division (PPRD), shall conduct a **Workshop on Policy Review and Recommendations for Central Office Development** on August 18 and 19, 2022 via MS Teams through the link: <https://bit.ly/WorPolRev>.

2. The activity aims to:
- reorient the participants on policy development, implementation, and review processes;
  - review policies and issuances in terms of implementation gaps and issues based on Monitoring, Evaluation, and Adjustment (MEA) results; and
  - craft policy recommendations for Central Office (CO) development.

3. The participants to this activity are the following:

Policy Review and Development Team	<ul style="list-style-type: none"> <li>• 1 Assistant Regional Director</li> <li>• 8 Regional Office Division Chiefs or representatives</li> <li>• 1 Legal Officer</li> </ul>
Technical Working Group	<ul style="list-style-type: none"> <li>• 5 PPRD Personnel</li> </ul>
TOTAL	15 participants

4. In preparation for the workshop, the Functional Division Chiefs, are required to present a 15-minute Slidedeck Presentation on the most common/pressing issues and program implementation gaps that can possibly be addressed through policy recommendations to CO using this template:



Issues and Concerns	Root Cause/s	Policy Recommendations

5. The RO Chiefs are also enjoined to account their respective division-initiated policies and issuances by updating the Inventory of Regional Office Policies through the link: <https://bit.ly/RO8Policies>.
6. Attached is the Activity Matrix, for reference.
7. The expenses for food (lunch and a.m. and p.m. snacks) and other incidental expenses shall be charged against PPRD Local Funds, subject to the existing accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are desired

  
**EVELYN R. FATALVERO, CESO IV**  
 Regional Director

PPRD-TCPJ



Enclosure to OM 454, s. 2022

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CENTRAL OFFICE DEVELOPMENT

**ACTIVITY MATRIX**

<b>Date/Time</b>	<b>Activity</b>	<b>Person In-charge/Facilitator</b>
<b>Day 1   August 18, 2022</b>		
09:00 a.m.	Opening Activities - Preliminaries - Presentation of Participants and Activity Background - Message	Dr. Rita R. Dimakiling Dr. Evelyn R. Fetalvero, CESO IV
10:00 a.m.	Policy Development Process	
12:00 a.m.	Lunch	
01:00 p.m.	Introduction to Policy Analysis	
03:00 p.m.	Online Workshop on Policy Analysis/Recommendations by Office	Functional Division Chiefs/Representatives
<b>Day 2   August 19, 2022</b>		
09:00 a.m.	Preliminaries	PPRD
09:30 a.m.	Continuation of Workshop on Policy Analysis/Recommendations	Functional Division Chiefs/Representatives
01:00 p.m.	Presentation of Workshop Outputs	Functional Division Chiefs/Representatives
04:00 p.m.	Closing Activities - Next Steps - Message - Prayer	Dr. Rita R. Dimakiling Dr. Bebiano I. Sentillas, CESO V