



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

April 1, 2024

**REGIONAL MEMORANDUM**

No. **374** s. 2024

**WORKSHOP ON THE REVIEW OF REGIONAL GUIDELINES AND NATIONAL POLICIES AND IMPLEMENTATION FEEDBACK ANALYSIS**

To: Schools Division Superintendents  
Regional Office Division Chiefs  
Public Elementary and Secondary School Heads  
All Others Concerned

1. With reference to DepEd Order No. 13, s. 2015 (Establishment of a Policy Development Process at the Department of Education), this Office, through the Regional Policy Implementation and Review Committee (RPIRC) and Policy, Planning and Research Division, shall conduct the Workshop on the Review of Regional Guidelines and National Policies, and Implementation Feedback Analysis on June 19-20, 2024. The specific venue shall be announced in a separate issuance.
2. The workshop aims to:
  - a) reorient participants on policy development, implementation, and review processes;
  - b) evaluate policies and issuances in terms of implementation gaps and issues based on the Program Implementation Review (PIR) results; and
  - c) identify policy recommendations for Central Office (CO) development.
3. The participants in this activity are the members of the RPIRC and invited select personnel from the Regional Office and Schools Division Offices as follows:

Consultant: **Dr. Evelyn R. Fetalvero CESO IV**  
Regional Director

Chairperson: **Dr. Ronelo Al K. Firmo CESO IV**  
Assistant Regional Director

Cochairperson: **Dr. Rita R. Dimakiling**  
Chief Education Supervisor  
Policy, Planning and Research Division (PPRD)

Members: **Dr. Harvie D. Villamor**  
Chief Education Supervisor  
Human Resource and Development Division  
**Dr. Rosemarie M. Guino**  
Chief Education Supervisor  
Administrative Division  
**Dr. Alejandra B. Lagumbay**  
Chief Education Supervisor  
Education Support and Services Division

**Mr. Cesar P. Verunque**

Chief Education Supervisor  
Quality Assurance Division

**Ms. Mercedes D. Sarmiento**

Chief Administrative Supervisor  
Field Technical Assistance Division

**Ms. Alma E. Suyom**

Chief Administrative Supervisor  
Finance Division

**Dr. Gertrudes C. Mabutin**

OIC- Chief Education Supervisor  
Curriculum and Learning Management Division

**Atty. Eleonor C. Calumpiano**

Attorney IV  
Head of Legal Unit

Secretariat: **Dr. Rex C. Briones**

Education Program Supervisor-Designate of PPRD

**Ms. Jennylind D. Daya**

Education Program Specialist II of PPRD

**Mr. Mark Lito B. Gallano**

Planning Officer III of PPRD

By invitation: Select Education Program Supervisors,  
Specialist, Administrative Officers or representative per office

Ms. Gladys G. Fabillo, FD  
Mr. Sonny. S. Tayum, QAD  
Ms. Eden A. Dadap, ESSD  
Ms. Elizabeth E. Caboboy, AD  
Ms. Geraldine M. Mangaliman, FTAD  
Ms. Dina S, Superable, HRDD  
Mr. Jim Albert A. Lagado, ICTU  
Ms. Jasmin F. Calzita, PAU  
Ms. Eva D. Rosales, AD-Personnel

Select Personnel from SDOs of Leyte, Samar, and  
Tacloban City

Ms. Grace G. Villanueva, OIC-Chief of CID (Leyte)  
Ms. Clarita M. Menda, Chief of SGOD (Samar)  
Mr. Raphi T. Añoover, SEPS in PRS (Leyte)  
Mr. Gerry P. Ocenar, SEPS in M and E (Samar)  
Mr. Roger Dagale, SEPS in M and E (Tacloban)

4. In preparation for the workshop, the Regional Functional Division Chiefs and Schools Division Office personnel from the aforementioned SDOs are required to present a report on the most common pressing issues and program implementation gaps that can possibly be addressed to the Central Office using the enclosed report templates.

5. Attached is the matrix of activities for reference.

6. The expenses for board and lodging for two days and other incidental expenses shall be charged against PRP Funds, while transportation and other incidental expenses of the participants to their respective Local Funds, subject to the existing accounting and auditing rules and regulations.

7. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO CESO IV**  
Regional Director 

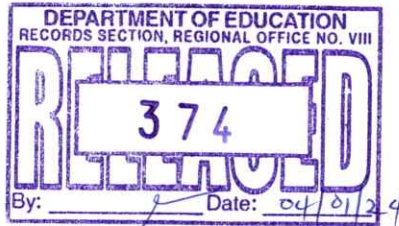
Enclosures: As stated

References: DepEd Order No. 13, s. 2015; 2024 WFP of PPRD

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

MONITORING POLICY REVIEW

PPRD-RCB





**Policy Implementation and Review Report Templates  
Issues and Concerns of RFDs/SDOs**

**Functional Division/SDO:** \_\_\_\_\_ **Date of Review:** \_\_\_\_\_

**Matrix 1. Common Issues and Concerns**

<b>Common Issues and Concerns</b>	<b>Root Cause/s</b>	<b>DepEd Order or Policy Involved</b>	<b>Policy Recommendations</b>
			<b>To be identified during the workshop</b>

**Matrix 2. Policy Implementation Gaps**

<b>DepEd Orders (Control/reference based on the QCP/Operations Manual/Compendium)</b>	<b>Policy Implementation Gaps</b>	<b>Policy Recommendations</b>
		<b>To be identified during the workshop</b>

**Policy Implementation Review Guide Questions**

Reviewer: Xxxx	Date: Xxx
Position/Designation:	Office: XXxx

DepEd Order Number or Policy:
Title of the Policy:
Nature of the Policy: [ ] New policy [ ] Amended policy [ ] Repealed policy

1. What problems, gaps, and issues did the policy address?

2. What problem areas have not been covered and addressed by the policy?

3. Did the policy achieve its objectives? If not, what factors hindered its implementation or operationalization?

4. Are the scope and duration of the policy still relevant? If not, what makes the scope and duration of the policy irrelevant?

5. Is there consistency or conflict of the policy with existing issuances and other rules and regulations? What issuances are related to having covered the same problem over the past five years?

6. What are the strengths and weaknesses of the policy?

7. Is the policy relevant based on current research literature and the current demands of the Department?

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8. Are implementers oriented or trained on the policy or procedure? What do implementers not know about the policy?

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9. Is this policy or procedure being followed properly? Why are implementers unable to follow or implement the policy?

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10. Is the progress monitoring and evaluation mechanism of the policy comprehensive? Are the expected outputs described? Are the success indicators identified? Is the timetable and feedback mechanism established?

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11. Overall, is the policy still relevant? Why or why not?

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12. How can the policy implementation be strengthened?

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13. What policy recommendations or alternatives can be proposed or considered based on the current gaps in the policy?

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**MATRIX OF ACTIVITIES**

June 19-20, 2024

Day/Time	Activity	Person-in-charge/Facilitator/Resource Persons
Day 1   June 19, 2024		
7:00 AM	Breakfast	
8:30 AM	Opening Program -Preliminaries -Participants and Activity Background -Message	Dr. Rita R. Dimakiling Dr. Evelyn R. Fetalvero
10:00 AM	Policy Development Process	Ms. Jennylynd D. Daya
11:00 AM	Policy Analysis	Dr. Rex C. Briones
12:00 PM	LUNCH	
1:00 PM	Basic Education Issues and Policy Implications in Access, Quality, and Governance based on the 2023/2024 PIR Results	Mr. Sonny S. Tayum
3:00 PM	Policy Implementation Progress Monitoring	
6:00 PM	Dinner	
Day 2   June 20, 2024		
7:00 AM	Breakfast	
8:30 AM	Preliminaries	PPRD/RPIRC Secretariat
9:00 AM	Workshop on Policy Analysis and Recommendations	RFDs/SDOs
1:00 PM	Presentation of Workshop Outputs	RFDs/SDOs
4:00 PM	Closing Activities -Next Steps -Message	Dr. Ronelo Al K. Firmo