



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

June 19, 2024

**OFFICE MEMORANDUM**  
PPRD-2024- **319**

**FINALIZATION WORKSHOP ON THE CRAFTING OF PROPOSED GUIDELINES  
ON THE SUBMISSION, SCREENING, EVALUATION AND  
APPROVAL OF INNOVATION PROPOSALS**

To: Director III  
Functional Division Chiefs  
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 Policy, Planning and Research Division (PPRD), shall conduct the Finalization Workshop on the Crafting of Proposed Guidelines on the Submission, Screening, Evaluation and Approval of Innovation Proposals on June 21, 1:30 p.m. at Convergence Zone, Office of the Regional Director, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.

2. This activity aims to:  
a) present the proposed Guidelines on the Submission, Screening, Evaluation and Approval of Innovation Proposals for vetting by the Regional Policy Implementation and Review Committee (RPIRC); and  
b) gather feedback on the appropriateness of the guidelines, rubrics, and templates to be utilized for the evaluation and approval of innovation proposals.

3. Copy of the proposed guidelines for the review of the RPIRC members and the feedback template to be used can be accessed through this link: <https://tinyurl.com/5b7zv5b8>.

4. The following members of RPIRC are required to participate in this activity:

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

Members:

Dr. Harvie D. Villamor  
Chief Education Supervisor  
Human Resource 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 Division  
Field Technical Assistance Division

Ms. Alma E. Suyom  
Chief Administrative Officer  
Finance Division

Dr. Gertrudes C. Mabutin  
OIC-Chief Education Supervisor  
Curriculum & Learning Management Division

Atty. Eleanor C. Calumpiano  
Attorney IV  
Head of Legal Unit

5. Immediate dissemination of and compliance with this memorandum are desired.

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

PPRD-RCB

