



REGIONAL MEMORANDUM  
HRDD-2025- 197

To: Schools Division Superintendents } Baybay City  
} Biliran  
} Calbayog City  
} Catbalogan City  
} Eastern Samar  
} Leyte  
} Northern Samar  
} Samar

1. Concerning Regional Memorandum HRDD-2025-178, this Office, through the Human Resource Development Division (HRDD), shall hold a Virtual Meeting for the Onsite Monitoring of the Implementation of Project Initiatives on February 28, 2025, from 10:00 a.m. to 11:00 a.m. via MS Teams. Participants will receive the meeting link via email.
2. The activity aims to discuss the schedules of the onsite monitoring and plan for the conduct of the activity.
3. The participants in this activity are the Schools Division Office—Human Resource Development Section (SDO-HRDS) SEPS and EPS II of Baybay City, Biliran, Calbayog City, Catbalogan City, Eastern Samar, Leyte, Northern Samar, and Samar.
4. For inquiries or concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, through **hrdd.region8@deped.gov.ph**.
5. Immediate dissemination of and compliance with this Memorandum are desired.

Reference: As stated  
To be indicated in the Perpetual Index under the following subjects:

|         |                   |            |
|---------|-------------------|------------|
| MEETING | ONSITE MONITORING | PROJECT IN |
|---------|-------------------|------------|

DEPARTMENT OF EDUCATION  
RECORDS SECTION REGIONAL OFFICE NO VIII  
INITIATIVE  
197  
By: 2-26-20 Date: 2-26-20



HRDD-2025- 178

To: Schools Division Superintendents } Baybay City  
 } Biliran  
 } Calbayog City  
 } Catbalogan City  
 } Eastern Samar  
 } Leyte  
 } Northern Samar  
 } Samar

Regional Office Division Chiefs  
All Others Concerned

1. Concerning Regional Memorandum HRDD-2025-022, this Office, through the Human Resource Development Division (HRDD), announces the following schedules of the **Onsite Monitoring on the Implementation of Project Initiatives** by the school heads who participated in the Instructional Leadership Training (ILT) Batches 1 to 3.

| Division        | Date/s            | Number of Implementers for the Onsite Monitoring |
|-----------------|-------------------|--------------------------------------------------|
| Northern Samar  | April 1-3, 2025   | 10                                               |
| Calbayog City   | April 3-4, 2025   | 4                                                |
| Catbalogan City | April 4, 2025     | 3                                                |
| Biliran         | April 21, 2025    | 8                                                |
| Baybay City     | April 22, 2025    | 6                                                |
| Leyte           | April 23-25, 2025 | 25                                               |
| Eastern Samar   | April 28-29, 2025 | 7                                                |
| Samar           | April 29-30, 2025 | 12                                               |
| Total           |                   | <b>75</b>                                        |

2. The activity aims to (a) monitor the implementation of Project Initiatives, (b) provide technical assistance to implementers, (c) gather good practices on instructional supervision grounded on a positive climate to improve literacy in the early grades, and (d) harvest issues and concerns with the implementers' recommendations.

3. Implementers from the divisions of Eastern Samar, Leyte, Northern Samar, and Samar included in the onsite monitoring are selected at random. For reference,

attached is the List of Project Initiative Implementers for the Onsite Monitoring (*Enclosure 1*).

4. The table below shows the monitoring team's composition and assigned divisions.

| Team                                                                                                                                                                                                                                                       | Division                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| <b>TEAM 1</b><br><br><b>Team Leader:</b><br>Harvie D. Villamor<br><br><b>Members:</b><br>Dina S. Superable<br>Marlou D. Camposano<br>Dandy G. Acuin<br>Heidi Marie C. Lagunzad                                                                             | Northern Samar<br>Calbayog City<br>Catbalogan City<br>Leyte |
| <b>TEAM 2</b><br><br><b>Team Leader:</b><br>Cesar P. Verunque<br><br><b>Members:</b><br>Rowena T. Vacal<br>Sonny S. Tayum<br>Dean Ric C. Endriano<br>Ma. Gelma L. Mapatac                                                                                  | Eastern Samar<br>Samar                                      |
| <b>TEAM 3</b><br><br><b>Team Leader:</b><br>Gertrudes C. Mabutin<br><br><b>Members:</b><br>Rodel V. Rosales<br>Gerardo L. Adtoon<br>CLMD EPS for Numeracy<br>Mariam G. Aranas<br>Marck Anthony M. Suyom<br>Josephine M. Casas<br>Ma. Cristy Lyn G. Meracap | Baybay City<br>Biliran                                      |

5. If a team member is unavailable, members from the other team may join to complete the team. **However, division monitors will join the team only in their respective divisions.**

6. At least one representative from the Schools Division Office—Human Resource Development Section (SDO-HRDS) and Curriculum Implementation Division (CID)—Education Program Supervisor (EPS) for Early Literacy will accompany the monitoring team.

7. Enclosed is the Project Initiative Monitoring Tool (*Enclosure 2*).

8. For inquiries or concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, through **hrdd.region8@deped.gov.ph**.

9. The regional monitors' travel and other incidental expenses shall be charged against HRD PSF/Local Funds, while division and school personnel's expenses to their MOOE/Local Funds, subject to the existing accounting and auditing rules and regulations.

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

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosures: As stated  
References: As stated

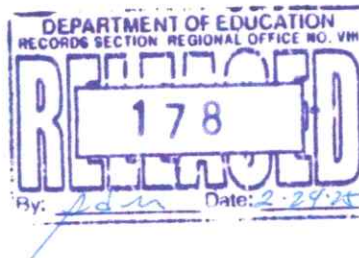
To be indicated in the Perpetual Index under the following subjects:

ILT

ONSITE MONITORING

PROJECT INITIATIVE

HRDD-DSS



Enclosure 1 to HRDD-2025-

**LIST OF PROJECT INITIATIVE IMPLEMENTERS FOR THE  
ONSITE MONITORING**

| No. | Name of School Head       | Schools Division | District        |
|-----|---------------------------|------------------|-----------------|
| 1   | Lilibeth E. Marte         | Baybay City      | District 9      |
| 2   | Rosalinda D. Febria       | Baybay City      | District 9      |
| 3   | Lalaine T. Topia          | Baybay City      | District 10     |
| 4   | Albert Filemon B. Daclag  | Baybay City      | District 10     |
| 5   | Rodward H. Calago         | Baybay City      | District 10     |
| 6   | Romeo N. Sonio Jr.        | Baybay City      | District 10     |
| 7   | Joylyn S. Jampas          | Biliran          | Almeria         |
| 8   | Jane D. Centino           | Biliran          | Almeria         |
| 9   | Andrian P. Palconit       | Biliran          | Biliran         |
| 10  | Jay C. Rosales            | Biliran          | Biliran         |
| 11  | Roxan S. Marilao          | Biliran          | Naval 1         |
| 12  | Michelle G. Romero        | Biliran          | Kawayan 2       |
| 13  | Chamberlain O. De La Cruz | Biliran          | Maripipi        |
| 14  | Anne V. Beringa           | Biliran          | Caibiran        |
| 15  | Bartolome R. Doroja       | Calbayog City    | Oquendo 1       |
| 16  | Berly C. Manzanero        | Calbayog City    | Oquendo 1       |
| 17  | Nicolas B. Tarrayo Jr.    | Calbayog City    | Oquendo 3       |
| 18  | Normel C. Galias          | Calbayog City    | Tinambacan 3    |
| 19  | Citadel R. Uy             | Catbalogan City  | Catbalogan 10   |
| 20  | Neviejen O. Casoy         | Catbalogan City  | Catbalogan 5    |
| 21  | Brian U. Brillantes       | Catbalogan City  | Catbalogan 8    |
| 22  | Marica A. Cadilo          | Eastern Samar    | Gen. Mac Arthur |
| 23  | Deo M. Cebaga             | Eastern Samar    | Oras East       |
| 24  | Jefferson Y. Bobon        | Eastern Samar    | Llorente        |
| 25  | Lourdes C. Alota          | Eastern Samar    | Llorente        |
| 26  | Domingo A. Ariaso         | Eastern Samar    | Arteche         |
| 27  | Ramil C. Rivera           | Eastern Samar    | Dolores 2       |
| 28  | John A. Rosaldo           | Eastern Samar    | Salcedo 2       |
| 29  | Ma. Jovy L. Cabantoc      | Leyte            | Abuyog East     |
| 30  | Magnolia S. Ruales        | Leyte            | Abuyog South    |
| 31  | Ralph P. Valeriano        | Leyte            | Alangalang I    |
| 32  | Jimmy A. Vicuña           | Leyte            | Alangalang II   |
| 33  | Mary Grace M. Caldosa     | Leyte            | Alangalang II   |
| 34  | Grace M. Ruña             | Leyte            | Albuera South   |
| 35  | Dario C. Arot             | Leyte            | Bato East       |
| 36  | Maria Mosilda A. Ortiz    | Leyte            | Bato West       |
| 37  | Ramel B. Grabador         | Leyte            | Carigara I      |
| 38  | Merlinda R. Angcay        | Leyte            | Dagami North    |
| 39  | Eric I. De Castro         | Leyte            | Dagami South    |
| 40  | Larry J. Jasmin           | Leyte            | Dagami South    |
| 41  | Josephine A. Cabalquinto  | Leyte            | Dulag South     |
| 42  | Annabel A. Renomeron      | Leyte            | Hindang         |
| 43  | Gina S. Inocente          | Leyte            | Inopacan        |
| 44  | Oliver A. Villarín        | Leyte            | Leyte I         |

|    |                         |                |                   |
|----|-------------------------|----------------|-------------------|
| 45 | Izel Ann A. Andrade     | Leyte          | Mahaplag I        |
| 46 | Jocelyn D. Rosal        | Leyte          | Merida            |
| 47 | Eden B. Blanco          | Leyte          | Sta. Fe           |
| 48 | Francisco I. Dagoy      | Leyte          | Tabango North     |
| 49 | Evangelina Z. Daño      | Leyte          | Tabango South     |
| 50 | Jayson R. Gaduena       | Leyte          | Tanauan II        |
| 51 | Alma C. Cinco           | Leyte          | Tanauan III       |
| 52 | Marilyn A. Deuda        | Leyte          | Tunga             |
| 53 | Cherryl S. Diocton      | Leyte          | Villaba North     |
| 54 | Celia P. Catucod        | Northern Samar | Capul             |
| 55 | Wilberto C. Quibal      | Northern Samar | Lope de Vega      |
| 56 | Anecito A. Gabitan      | Northern Samar | San Isidro II     |
| 57 | Ariel T. Diego          | Northern Samar | San Antonio       |
| 58 | Rudel C. Lutao          | Northern Samar | Catarman VI       |
| 59 | Celso M. Capawing       | Northern Samar | Catarman VI       |
| 60 | Elvira L. Caguerhab     | Northern Samar | Catarman V        |
| 61 | Maricel A. Padilla      | Northern Samar | Laoang III        |
| 62 | Cindy C. Ciscar         | Northern Samar | San Roque         |
| 63 | Fe P. Depiña            | Northern Samar | Rosario           |
| 64 | Jessie J. Abadiano      | Samar          | Zumarraga         |
| 65 | Rechelle C. Alarcon     | Samar          | Tarangnan         |
| 66 | Angelico A. Dacallos Jr | Samar          | Daram I           |
| 67 | Domingo P. Cajurao      | Samar          | Sta. Margarita II |
| 68 | Jonathan D. Cabael      | Samar          | Calbiga I         |
| 69 | Teresa B. Bacsal        | Samar          | Calbiga II        |
| 70 | Melanie C. Cordero      | Samar          | Motiong           |
| 71 | Mylene O. Jaromay       | Samar          | Motiong           |
| 72 | Evelyn Soyasa           | Samar          | Motiong           |
| 73 | Mariel B. Labong        | Samar          | Motiong           |
| 74 | Stephanie S. Labong     | Samar          | Villareal I       |
| 75 | Lorenzo M. Nabor        | Samar          | Sta. Rita I       |

Prepared by:

**DINA S. SUPERABLE**  
EPS, HRDD

Noted by:



**HARVIE D. VILLAMOR EdD**  
Chief, HRDD

Enclosure 2 to HRDD-2025-

**PROJECT INITIATIVE MONITORING TOOL**

|                                       |             |           |         |
|---------------------------------------|-------------|-----------|---------|
| <b>PART I: Background Information</b> |             |           |         |
| Schools Division:                     |             |           |         |
| Name of School Head:                  |             |           |         |
| Position:                             |             |           |         |
| Contact No.                           |             |           |         |
| DepEd Email Address:                  |             |           |         |
| Name of School:                       |             |           |         |
| Project Title:                        |             |           |         |
| Project Duration:                     | Start Date: | End Date: |         |
| Number of Beneficiaries:              | Grade 1     | Male:     | Female: |
|                                       | Grade 2     | Male:     | Female: |
|                                       | Grade 3     | Male:     | Female: |

|                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------|
| <b>PART II: Highlights of the Monitoring</b>                                                                         |
| Instructions: Please write your observations and highlights of the monitoring and the technical assistance provided. |
| <b>OBSERVATIONS:</b>                                                                                                 |
| <b>GOOD PRACTICES:</b>                                                                                               |

**ISSUES AND CONCERNS:**

**RECOMMENDATIONS/TA PROVIDED:**

*Prepared by:*

\_\_\_\_\_  
Signature over Printed Name of Monitor

*Acknowledged by:*

\_\_\_\_\_  
Signature over Printed Name of School Head