



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

July 2, 2025

**OFFICE MEMORANDUM**

FTAD-2025- **321**

**MEETING OF THE KNOWLEDGE MANAGEMENT TEAM**

To: Assistant Regional Director  
Functional Division Chiefs  
All Others Concerned

1. This is to inform all concerned that a meeting of the Knowledge Management Team shall be held on July 3, 2025, 3:00 PM at the DepEd RO VIII Main Lobby, DepEd RO VIII Compound, Candahug, Palo, Leyte.
2. Agenda for discussions are as follows:
  - Preparation for the Internal Audit on July 7 & 14, 2025
  - Preparation for the Surveillance Audit on July 22, 2025
  - Submission of Q3 Planning Documents; submission of DRAFTs
  - Uploading of docs in the KMT Drive (Complete, approved Planning Docs, approved OM, updated forms and templates)
  - Updating of the Document Master List
  - Other Matters
3. The expected participants are the following:  
Ms. Mercedes D. Sarmiento - Chairperson, FTAD  
Dr. Ryan R. Tiu - Co-Chairperson, CLMD  
Mr. Ariem V. Cinco - Member, AD-RS  
Ms. Eva D. Rosales - Member, AD-PS  
Mr. Dean Ric M. Endriano - Member, CLMD  
Dr. Reynaldo E. Nayre - Member, FTAD  
Ms. Geraldine M. Mangaliman - Member, FTAD  
Dr. Marlou D. Camposano - Member, QAD  
Ms. Rachel R. Cuevas - Member, QAD  
Dr. Jimmy G. Gula - Member, QAD  
Mr. Jim Albert A. Lagado - Member, ORD-ICTU  
Mr. Gerard Christopher A. Villegas - Member, ORD-ICTU  
Ms. Janice C. Delopere - Member, PPRD  
Ms. Floramay Q. Bacus - Member, ORD-PAU  
Ms. Chona O. Zabala - Member, AD-Personnel Section  
Mr. John E. Dacatimbang - Member, ORD-LU  
Ms. Eden A. Dadap - Member, ESSD-SPPS  
Ms. Adara Lourdes S. Luaton - Member, ESSD-HNU  
Engr. Ryan Jay L. Bagon - Member, ESSD-EFS  
Mr. Arvin B. Cerda - Member, ESSD- EFS  
Ms. Hydelyn M. Avila - Member, FD

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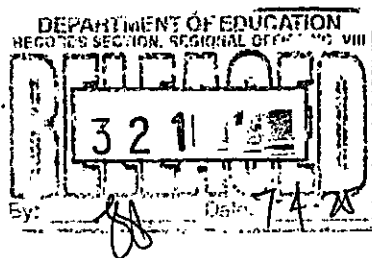
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Mr. Andrey Gay N. Calipayan - Member, AD-AMS  
Ms. Linaflor I Tajo - Member, AD-GSU  
Ms. Ed Kathelen G. Superales - Member, PPRD  
Ms. Josephine L. Tajarros - Member, AD-CS  
Ms. Judy Grace Y. Nirza - Member, FD  
Ms. Queenielyn C. Yu - Member, ORD-PAU  
Ms. Werlyn O. Colinayo - Member, OARD  
Mr. Ariel Craig P. Marteja - Member, AD-PS  
Ms. Aimie A. Camino - Member, AD  
Ms. May Ann B. Ladrera - Member, AD-PU  
Mr. Peter Kim D. Ti-in - Member, CLMD  
Ms. Christine A. Labante - Member, ORD  
Ms. Milgrace A. Gaddi - Member, AD-PS  
Ms. Elezabeth C. Cornito - Member, AD-CS  
Mr. Ted Juan C. Peleño - HRDD  
Mr. Clark Dave P. Arante - HRDD  
Ms. Ma. Almera M. Perolino - FTAD

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



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

FTAD-MDS

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