



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

May 11, 2026

REGIONAL MEMORANDUM

No. **569** s. 2026

**WORKSHOP ON THE DEVELOPMENT OF THE DEPED REGIONAL OFFICE
VIII INTEGRATED PORTAL**

To: Regional Functional Division Chiefs and Unit Heads
Regional Office ICT Personnel
Selected Division Information Technology Officers
All Others Concerned

1. In support of the development of the DepEd Regional Office VIII Integrated Portal, this Office will conduct a Workshop on the Development of the DepEd Regional Office VIII Integrated Portal on May 26-28, 2026 at DepEd NEAP-RELC Hall, Palo, Leyte.
2. This activity aims to facilitate coordination among selected Division Information Technology Officers (ITOs) and Regional Office personnel in relation to the ongoing development of the Integrated Portal, including discussions on system requirements, data inputs, technical considerations, and implementation support mechanisms.
3. The following are the identified participants:

	Name	Functional Division/Unit	Designation
1.	Dr. Rita R. Dimakiling	PPRD	Chief Education Supervisor
2.	Dr. Gertrudes C. Mabutin	CLMD	Chief Education Supervisor
3.	Dr. Alejandra B. Lagumbay	ESSD	Chief Education Supervisor
4.	Ms. Mercedes D. Sarmiento	FTAD	Chief Administrative Officer
5.	Dr. Ryan R. Tiu	QAD	Chief Education Supervisor
6.	Dr. Harvie D. Villamor	HRDD	Chief Education Supervisor
7.	Dr. Rosemarie M. Guino	AD	Chief Education Supervisor
8.	Ms. Alma E. Suyom	FD	Chief Administrative Officer
9.	Mr. Dean Ric M. Endriano	CLMD	Education Program Supervisor
10.	Atty. Eleanor C. Calumpiano	Legal Unit	Attorney IV
11.	Engr. Ryan L. Bagon	EFS	Engineer III
12.	Dr. Angelica C. Rodriguez	HNS	Medical Officer IV
13.	Ms. Eden A Dadap	SPPS	Project Development Officer IV
14.	Dr. Edgar Tenasas	DU	Schools Division Superintendent
15.	Dr. Elena S. De Luna	NEAP-R	Assistant Schools Division Superintendent



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16.	Ms. Eva D. Rosales	PS	Administrative Officer V
17.	Jim Albert Lagado	ICTU	Information Technology Officer
18.	Mikko Duero	ICTU	Computer Programmer II
19.	Maryjean S. Menil	PPRD	Education Program Supervisor-Designate
20.	Hydelyn N. Cinco	PPRD	Planning Officer III
21.	Atty. Jennylynd D. Daya	PPRD	EPS II/Research Coordinator
22.	Roderick Abellar	Borongan City SDO	Information Technology Officer
23.	Gary Ballon	Calbayog City SDO	Information Technology Officer
24.	Rolando Lucenecio	Northern Samar SDO	Information Technology Officer
25.	Christian Paul Abuda	Samar SDO	Information Technology Officer

4. All identified participants are requested to attend and actively participate in the workshop. In case of unavailability, a duly authorized representative who is knowledgeable about the required datasets and subject matter may attend on behalf of the concerned personnel.

5. Attached to this Memorandum is the Workshop Program Matrix containing the schedule of activities, workshop sessions, and the corresponding participants and persons involved for reference and guidance of all concerned.

6. The expenses for board and lodging for three days and other incidental expenses shall be charged against OARD 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.

SALUSTIANO T. JIMENEZ, EdD, CESO III
Regional Director

Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:
INTEGRATED PORTAL PLANNING DASHBOARD



PPRD-MSM

Enclosure No. 1 to Regional Memorandum No. 569 s. 2026)**WORKSHOP MATRIX****Workshop on the Development of the DepEd Regional Office
VIII Integrated Portal**

May 26–28, 2026 | DepEd NEAP-RELC Hall, Palo, Leyte

TIME	ACTIVITY / TOPIC	PERSON/S RESPONSIBLE
DAY 1 May 26, 2026 (Tuesday)		
Participants: <i>All participants.</i>		
7:30 – 8:00 AM	Registration / Arrival of Participants	PPRD
8:00 – 8:30 AM	Preliminaries	PPRD
	Acknowledgement of Participants and Statement of Purpose	Dr. Rita R. Dimakiling Chief, PPRD
	Opening Remarks	Dr. Marilyn B. Siao, CESO IV Assistant Regional Director
	Message	Dr. Salustiano T. Jimenez, CESO III Regional Director
8:30 – 9:00 AM	Overview of the DepEd RO VIII Integrated Portal Development	Ms. Maryjean S. Menil Education Program Supervisor- Designate, PPRD
9:00 – 10:00 AM	Orientation on Workshop Goals, Outputs, and Expected Outcomes	Mr. Jim Albert Lagado Regional ICT Officer
10:00 – 10:15 AM	Health Break	
10:15 – 12:00 NN	Presentation of Functional Division's Suggested Data Requirements to be included in the System	Representatives from each FD/Units
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Group Discussion: System Requirements, Data Inputs & Technical Considerations	All Participants
3:00 – 3:15 PM	Health Break	
3:15 – 5:00 PM	Open Forum and Synthesis of Day 1	Ms. Hydelyn N. Cinco Planning Officer III
DAY 2 May 27, 2026 (Wednesday)		

TIME	ACTIVITY / TOPIC	PERSON/S RESPONSIBLE
Participants: SDO's IT Personnel, PPRD, ICTU		
8:00 – 8:30 AM	Preliminaries	PPRD
	Management of Learning	Atty. Jennylynd D. Daya EPS-II Regional Research Coordinator
8:30 – 10:00 AM	Technical Workshop: Portal Architecture and Feature Development	ICTU / IT Personnel / PPRD
10:00 – 10:15 AM	Health Break	
10:15 – 12:00 NN	Working Session: Data Integration and System Configuration	ICTU / IT Personnel / PPRD
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Continuation: System Testing and Troubleshooting	ICTU / IT Personnel / PPRD
3:00 – 3:15 PM	Health Break	
3:15 – 5:00 PM	Review of Progress and Documentation of Issues/Recommendations	ICTU / IT Personnel / PPRD
DAY 3 May 28, 2026 (Thursday)		
Participants: SDO's IT Personnel, PPRD, ICTU		
8:00 – 8:30 AM	Preliminaries	PPRD
	Management of Learning	Ms. Hydelyn N. Cinco Planning Officer III
8:30 – 10:00 AM	Finalization of Portal Features and Implementation Plan	ICTU / IT Personnel / PPRD
10:00 – 10:15 AM	Health Break	
10:15 – 12:00 NN	Preparation of Workshop Output and Accomplishment Report	ICTU / IT Personnel / PPRD
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Presentation of Outputs / Workshop Findings	Top Management/ ICTU / IT Personnel / PPRD
3:00 – 3:15 PM	Health Break	
3:15 – 4:00 PM	Closing Program Synthesis and Ways Forward	Maryjean S. Menil EPS-Designate