



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
GATE 2, KARANGALAN VILLAGE  
1900 CAINTA, RIZAL



3 March 2022

**Regional Memorandum**

**VIRTUAL COORDINATION MEETING CUM ORIENTATION ON THE WEEKLY REPORT ON  
THE LIST OF PUBLIC AND PRIVATE SCHOOLS FOR THE PROGRESSIVE EXPANSION  
OF THE LIMITED FACE-TO-FACE CLASSES**

To **Schools Division Superintendents**  
**All others concerned**

1. With reference to Regional Memorandum 118, s. 2022, this office released the "Guidelines for Schools Division Offices on the Submission of the Weekly Report on the List of Public and Private Schools for the Progressive Expansion of the Limited Face-to-Face Classes". This includes the designation of Persons-In-Charge (PIC) per schools division office and the timeline of submission of report to the regional office.
2. In relation to this, the regional office through the Policy, Planning and Research Division will hold a Virtual Coordination Meeting cum Orientation on the Weekly Report on the List of Public and Private Schools for the Progressive Expansion of the Limited Face-to-Face Classes on March 7, 2022, at 10:00 AM – 12:00 NN via MS Teams.
3. The objectives of this activity are as follows:
  - a. understand the summary of baseline report of the region;
  - b. to be oriented on the workflow and mechanism relative to the submission of the weekly report and;
  - c. clarify issues and concerns to harmonize and strengthen the reporting system
4. Participants to this activity are the Persons-In-Charge from all schools division offices in listed in the attached Annex A. The meeting link will be forwarded via email.
5. For inquiries and clarification, please contact Dr. Viernalyn M. Nama or Mr. Adrian A. Bullo of Policy, Planning and Research Division through email at [pprd.calabarzon@deped.gov.ph](mailto:pprd.calabarzon@deped.gov.ph).
6. Immediate dissemination and compliance to this memorandum is earnestly desired.

  
**FRANCIS CESAR B. BRINGAS**  
Regional Director

pprd/ab



**"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**

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## Annex A – List of Persons-In-Charge

Division	Person-In-Charge 1	Person-In-Charge 2
Antipolo City	Myra B. Villareal PO III	Dr. Isabel M. Gonzales SEPS, M&E
Bacoor City	Lerma L. Flandez ASDS	Cesar M. Mojica Chief, SGOD
Batangas	Nicolas M. Burgos ASDS	Aris U. Dimaano PO III
Batangas City	Angelisa A. Amoto EPS	Rowena D. Cabanding EPS
Binan City	Charles M. Patio PO III	Edward R. Manuel SEPS, P&R
Cabuyao City	Neil G. Angeles ASDS	Troy Allan H. Pedron PO III
Calamba City	Jaypee E. Lopo ASDS	Florette Laarni C. Bautista SEPS, M&E
Cavite	Randy D. Punzalan ASDS	Maria Belen C. Mojica SEPS, M&E
Cavite City	Rodelia C. Frias EPS	Almira F. Moya PO III
Dasmaringas City	Melanie S. Pamienta PO III	Wilson Centeno SEPS, M&E
General Trias City	Lualhati O. Cadavedo ASDS	Ma. Cherina D. Manalo PSDS
Imus City	Ivan Honorpette A. Mijares SGOD Chief	Marilou P. Bronzi PO III
Laguna	Elvira B. Catangay ASDS	Arlene R. Carpio ASDS
Lipa City	Melba B. Endozo PO III	Mary Zugar D. Gutierrez SEPS, P&R
Lucena City	Pascual C. La Rosa Jr. SEPS, M&E	Belen M. Andal SEPS, SMN
Quezon	Gilbert C. Alva SEPS, P&R	Oscar R. Duma, Jr. SEPS, M&E
Rizal	John Ildefonso T. Pascual PDO II	Cristina G. Tia PO III
San Pablo City	Vincent Emmanuel L. Ilagan CID Chief	Carmena A. Gozo PO III
San Pedro City	Ronaldo V. Ramilo ASDS	Frederick C. Byrd Jr. SGOD Chief
Sta. Rosa City	Jessie James E. Kingat SGOD Chief	Maricel S. Saguinsin EPS
Tanauan City	Rhina O. Ilagan ASDS	Merlina J. Placino PO III
Tayabas City	Antonio P. Faustino Jr. ASDS	Marife R.. Lagar PO III