

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



BOB5  
Date: Feb 21, 2024

February 19, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013  
this advisory is issued not for endorsement per DO 28, s. 2001,  
but only for the information of DepEd officials,  
personnel/staff, as well as the concerned public.  
(Visit [depedcalabarzon.ph](http://depedcalabarzon.ph))

## WORKSHOP ON PARTNERSHIP MANAGEMENT AND LEARNING SESSIONS

Relative to Regional Memorandum No. 77, s. 2024<sup>1</sup>, this Office announces that  
the venue for the said activity will be at **Villa Excellance Beach and Wavepool  
Resort, Tanza, Cavite**. Other provisions in the previous Memorandum are still in  
effect.

For information and guidance of all concerned.

<sup>1</sup> Workshop on Partnership Management and Learning Sessions  
03/ROE8



Address: Gate 2, Karangalan Village, Cainta, Rizal  
Telephone No.: 02-8682-2114  
Email Address: [region4a@deped.gov.ph](mailto:region4a@deped.gov.ph)  
Website: [depedcalabarzon.ph](http://depedcalabarzon.ph)



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ESSD-RM-2024-77

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

16 January 2024

**Regional Memorandum**  
No. 77 s. 2024

**WORKSHOP ON PARTNERSHIP MANAGEMENT AND  
LEARNING SESSIONS**

To **Schools Division Superintendent**  
**School Governance and Operation Chiefs**  
**Division Partnership Focal Persons**  
**All others Concerned**

1. Relative to the DM CO-EPS No. 11-551 s. 2023<sup>1</sup>, this Office, through the Education Support Services Division, will conduct a 3-day *Workshop on Partnership Management and Learning Sessions* on February 27-29, 2024, at the venue to be announced by a separate issuance.
2. This activity aims to:
  - a. strengthen divisions focal persons camaraderie and partnership building and linkages capability for Adopt-A-School Program;
  - b. introduce new partnership skills to cope with the rapidly changing environment through learning sessions;
  - c. encourage personnel to act on school needs and partner with local issues through problem analysis; and
  - d. converge partnership with external stakeholders.
3. Participants in the 3-day workshop are the ESSD Staff, Division Partnership Focal Person, and selected SDO Federation of Parent and Teachers Association presidents according to their respective schedules. **See Annex A.**
4. As part of the workshop, there will be an online learning session on February 13 and 14, 2024. All participants are highly encouraged to invite school heads and school partnership focal persons to join the learning session. The link will be provided to the Region IV-A Partnership Focal Persons Group Chat.

<sup>1</sup> National Consultative Meeting on Partnership in Education (Partnership Management Committee Meeting) and Partnership Learning Session  
03/ROE3






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5. See **Annexes B-D** for the **Workshop Guidelines, Program of Activity, and Links for data collection and registration.**
6. Travel and other related expenses incurred by all participants in this activity can be charged to local funds, Program Support Funds, or to the School MOOE subject to usual accounting and auditing rules and regulations.
7. For inquiries and concerns, please contact the ESSD at email [essd.calabarzon@deped.gov.ph](mailto:essd.calabarzon@deped.gov.ph) or Mr. Ramil G. Ginete, Project Development Officer IV at (02) 8682 – 2114 local 430.
8. Immediate dissemination of this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
 Regional Director 

03: ROE3

## Workshop on Partnership Management and Learning Sessions

### Annex A: List of Participants and Schedule

Schedule Date	ESSD Staff	Position	Term of Reference
Day 1,2 and 3  February 27-29, 2024	1.Eduarda M. Zapanta 2.Ramil G. Ginete 3.Wilbert C. Ulpindo 4.Johnalen Aira S. Soberano 5.Marivic P. Pedrialva 6.Joseph T. Ocampo	Chief Education Supervisor Project Development Officer IV Project Development Officer II Nutritionist/ Dietitian Administrative Aide III Sports Officer	Chairperson Facilitator Facilitator Facilitator TWG TWG

Schedule Date	Partnership Focal Person	EPS II	PARENTS	GROUP
Day 1 02/27/24	1.Albeno L. Del Monte Jr 2.Caroline C. Gayeta 3.Anabel E. Magalona 4. Arwin M. Ternida 5. Eva Joyce V. Cabantog 6. Ronnie Z. Villanueva 7. Ronald L. Manaig 8.Patricia Ann M. Garcia 9.Mary Ann B. Gatpandan 10.Mark Jayson G. Espinosa 11.Leah Anne A. Misenas 12.Girlie Anne S. Obias 13.Marlyn N. Lozada 14.Shella M. Masilang 15.Belen M. Andal 16. Paul Clifford N. Marquez 17.Nico N. Aquino 18.Venus F. Florentino 19.Maryrose S. Aguilar 20.Jason G. Sagaysay 21.Maria Teresa A. Malveda 22.Edward G. Landayan 23.Joan Kathleen M. Talabong	None	None	SGOD

<b>Schedule Date</b>	<b>Partnership Focal Person</b>	<b>EPS II</b>	<b>PARENTS</b>	<b>GROUP</b>
<b>Day 2</b> <b>02/28/24</b>	1.Albeno L. Del Monte Jr 2.Caroline C. Gayeta 3.Anabel E. Magalona 4. Arwin M. Ternida 5. Eva Joyce V. Cabantog 6. Ronnie Z. Villanueva 7. Ronald L. Manaig 8.Patricia Ann M. Garcia 9.Mary Ann B. Gatpandan 10.Mark Jayson G. Espinosa 11.Leah Anne A. Misenas 12.Girlie Anne S. Obias 13.Marilyn N. Lozada 14.Shella M. Masilang 15.Belen M. Andal 16. Paul Clifford N. Marquez 17.Nico N. Aquino 18.Venus F. Florentino 19.Maryrose S. Aguilar 20.Jason G. Sagaysay 21.Maria Teresa A. Malveda 22.Edward G. Landayan 23.Joan Kathleen M. Talabong	1.Rizalvy S. Pineda 2. Maria Vinnah C. Delgado 3. Eva Joyce V. Cabantog 4. Josiel Joulie L. Punongbayan 5. Lyn C. Sison 6. Angelica, Sarmiento 7. Erica P. Ersando 8.Miguel R. Melendres 9.Rencie O. Majillo 10.Czeila P. Vicente 11.Angelica M. Sarmiento 12.Laiza P. Villamater 13.Mary Joyce P. Salamat 14.Jovelyn L. Jaqueca 15.Claudine V. Dapatnapo 16.Jenneth J. Lareña 17.Floro L. Peria Jr. 18.Lourdes M. Pulanco 19.Argel Joepet C. Landicho	None	SGOD

<b>Schedule Date</b>	<b>Partnership Focal Person</b>	<b>EPS II</b>	<b>PARENTS</b>	<b>GROUP</b>
<b>Day 3</b> <b>02/29/24</b>	1.Albeno L. Del Monte Jr 2.Caroline C. Gayeta 3.Anabel E. Magalona 4. Arwin M. Ternida 5. Eva Joyce V. Cabantog 6. Ronnie Z. Villanueva 7. Ronald L. Manaig 8.Patricia Ann M. Garcia 9.Mary Ann B. Gatpandan 10.Mark Jayson G. Espinosa 11.Leah Anne A. Misenas 12.Girlie Anne S. Obias 13.Marilyn N. Lozada 14.Shella M. Masilang 15.Belen M. Andal 16. Paul Clifford N. Marquez 17.Nico N. Aquino 18.Venus F. Florentino 19.Maryrose S. Aguilar 20.Jason G. Sagaysay 21.Maria Teresa A. Malveda 22.Edward G. Landayan 23.Joan Kathleen M. Talabong	None	1. Maria Bonnie C. Manlunas 2. Lerma Garcia 3. Randy Baleros 4. Cherry C. Torres 5. Marvin C Ocumen 6. Nelson Delfinado 7. Charmy Faith De Guzman 8. Jhomar C. Bartolome 9. Restituto P. Rodelas 10.Jonathan V. Bobadilla 11.Shirllyn D. Maglente 12.Elsie D. Roque 13.Hon. Blossom Panganiban 14.Sheryl Amazona 15.Erick M. Estelar 16.Rainier Glenn Oliveros 17.Anthony Mateo 18.Warren A. Lorbis 19. Rex E. Ellado 20.Cristito S. Arriola 21.Maria Fe M. Malveda 22.Emma Mendoza	<b>SGOD</b> <b>External</b> <b>Stakeholders</b>

## **Workshop on Partnership Management and Learning Sessions**

### **Annex B Workshop Guidelines**

1. Participants per division shall bring the following;
  - a. Laptop and extension wire
  - b. Your calling card.
  - c. List of School Priority Needs and available education partners.
  - d. Standard Adopt-A-School MOA, MOU, DOD, DOA, or any local Agreement used in accepting donations.
  - e. Sample communication letter and template for partnership proposal
  - f. Sample of Monitoring and Evaluation Form
2. Participants per division shall prepare the following;
  - a. Provide the requested data by answering the link given in Annex letter D. and follow the given deadline for submission.
  - b. Get ready for the election of a new set of officers of the Regional Social Mobilization and Networking Association. Anyone from the SEPS -Division Partnership Focal Person is qualified to be nominated. The incumbent president is still qualified to be nominated except for the presidency.
3. Reminders
  - a. Register at the given registration link on time. Details are provided in the link.
  - b. Attendance is a must, and everybody is encouraged to actively participate.
  - c. Be reminded of the Online Kumustahan and Learning session on February 13 and 14, 2024. You are encouraged to invite school heads and Brigada Eskwela Coordinators (ASP Coordinators).

**Annex C****Workshop on Partnership Management and Learning Session****Program of the Activity**

<b>DAY 1 February 27, 2024, Tuesday</b>		
<b>Time</b>	<b>Activity</b>	<b>Person In Charge</b>
8:00- 8:30 AM	Arrival/Registration/ Breakfast	Facilitator All Participants
8:30- 9:00 AM	Preliminaries	
9:00- 9:05 AM	Prayer	ADV
9:05- 9:10 AM	National Anthem	ADV
9:10-9:15 AM	Calabarzon March	ADV
9:15-9:25 AM	Recognition/Check of Attendance of Participants/Division Mantra	
9:25- 9:35 AM	Welcome Message Statement of Purpose	<b>Dr. Eduarda M. Zapanta</b> Education Chief Supervisor -ESSD
9:35-9:45 AM	Message	<b>Atty. Alberto T. Escobarte, CESO II</b> Regional Director
9:45-9:55 AM	Message	<b>Loida N. Nidea</b> Assistant Regional Director Schools Division Superintendent
9:55-10:00 AM		<b>Snacks</b>
10:00 -12:00 AM	Partnership Life Cycle  w/d Working Snacks	<b>Aser B. Javier</b> Independent Governance Consultant DepEd External Partnership Services
12:00 - 1:00 PM		<b>Lunch Break</b>
1:00 - 4:30 PM  9 Minutes per Division	Workshop 1 Presentation of Output on Partnership Life Cycle with Working	Each Division PFP SEPS
4:30 - 5:00 PM	Question and Answer	<b>Eduarda M. Zapanta</b> Chief Education Supervisor-ESSD  <b>Ramil G. Ginete</b> Project Development Officer IV  <b>Wilbert C. Ulpindo</b> Project Development Officer II
<b>TAPS</b>		



<b>DAY 2 February 28, 2024 , Wednesday</b>		
<b>Time</b>	<b>Activity</b>	<b>Person In Charge</b>
8:30 - 8:35 AM	Prayer	Facilitator ADV
8:35 - 8:40 AM	National Anthem	
8:40- 8:45 AM	Ice Breaker	
8:45 – 9:50 AM	Recapitulation	
9:00- 10:30 AM	Development of Partnership Convergence Risk Treatment Analysis	<b>Ramil G. Ginete</b> Project Development Officer IV
10:30 – 10:45 AM		<b>AM Snacks</b>
10:45 – 12:00 AM	Workshop 2 Risk Treatment Identification	<b>Presentation of Each Division EPS II</b>  <b>Eduarda M. Zapanta</b> Education Chief Supervisor -ESSD  <b>Ramil G. Ginete</b> Project Development Officer IV
12:00 -1:00 PM		<b>Lunch Break</b>
1:00- 4:30 PM	Presentation of Risk Treatment Identification and Continuous Tandem Critiquing  10 Minutes per Division	<b>Presentation of Each Division EPS II</b>  <b>Eduarda M. Zapanta</b> Education Chief Supervisor -ESSD  <b>Ramil G. Ginete</b> Project Development Officer IV
4:30 – 5:00 PM	W/ Working Snacks Question and Answer Portion	<b>Eduarda M. Zapanta</b> Education Chief Supervisor -ESSD  <b>Ramil G. Ginete</b> Project Development Officer IV
<b>TAPS</b>		
<b>Day 3 January 29, 2024, Friday</b>		
8:30 - 8:35 AM	Prayer	
8:35 – 8:40 AM	Nationalistic Song	
8:40- 8:45 AM	Ice Breaker	
8:45- 9:00 AM	Recapitulation	
9:00 -10:30 AM	Co-Creating Learning Success with Partners  Educational Program Alignment with the Comprehensive	<b>Aser B. Javier</b> Independent Governance Consultant DepEd External Partnership Services

	Development Plan of the Local Government Units (LGU's)	
10:30- 10:45 AM		<b>AM Snacks</b>
10:45- 12:00 PM	Election of New Set of Social Mobilization and Networking Officers.	<b>Ramil G. Ginete</b> Project Development Officer IV  TWG
12:00 – 1:00 PM		<b>Lunch Break</b>
1:00 - 2:00 PM	PTA Resolution to LGU  Next Step/ Ways Forward	<b>Eduarda M. Zapanta</b> Chief Education Supervisor  <b>Ramil G. Ginete</b> Project Development Officer IV
<b>TAPS</b>		

**Annex D** Early Registration and Data Collection links.

1. The participants shall register on or before February 20, 2024, at this link:

<https://bit.ly/PMLEarlyRegistration>

2. The participants are also requested to answer the given link below on or before February 20, 2024.

<https://bit.ly/PMLRiskTreatment>