



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



08 July 2025

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.
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VENUE OF THE WORKSHOP ON ENHANCING PUBLIC AND PRIVATE SCHOOL PROCESSES FOR SDO COUNTERPARTS

This is to inform all the participants that the venue of the Workshop on Enhancing Public and Private School Processes for SDO Counterparts shall be at the **Extmeli Suites Hotel, G-21 Solemare Parksuites, 1701 Bradco Ave., Parañaque City on August 26-27, 2025.**

The QAD Technical Working Group (TWG) shall be at the venue on August 25, 2025 (Day 0) for logistics preparation.

All other information regarding Regional Memorandum No. 324 s. 2025 shall remain in effect.

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

Enclosure 1

**WORKSHOP ON ENHANCING PUBLIC AND PRIVATE
SCHOOL PROCESSES FOR SDO COUNTERPARTS**

August 26-27, 2025

Venue: Extemeli Suites Hotel, G-21 Solemare Parksuites, 1701 Bradco Ave.,
Parañaque City

INDICATIVE ACTIVITIES

August 26, 2025 (Day 1)		
TIME	ACTIVITY	IN-CHARGE
7:00-8:30 AM	Registration/Assembly	QAD TWG/Personnel
8:30- 9:00 AM	Opening Program National Anthem Prayer CALABARZON March Quality Policy Statement	Audio Visual Presentation (AVP)
9:00-9:15 AM	Welcome Remarks and Statement of Purpose	LUZ E. OSMEÑA <i>Chief Education Supervisor</i>
9:15-9:30 AM	Acknowledgment of the Participants	MA. LOURDES Q. MANIMTIM <i>Education Program Supervisor</i>
9:30-9:45 AM	Presentation of Indicative Activities	REYMUND M. FERRY <i>Education Program Supervisor</i>
9:45-10:00 AM	Inspirational Message	ATTY. ALBERTO ESCOBARTE, CESO II <i>Regional Director</i> LOIDA N. NIDEA <i>Assistant Regional Director</i>
10:00- 10:15 AM	Break	
10:15- 11:05 AM	Session 1: Reiteration of the Processes on New Government Permit	BUENALYN M. MANUEL <i>Education Program Supervisor</i>
11:05- 12:00 NN	Session 2: Reiteration of the Processes on Renewal of Government Permit	JEFFRIE F. DITABLAN <i>Education Program Supervisor</i>
12:00-1:00 PM	Lunch Break	
1:00-1:50 PM	Session 3: Reiteration of the Processes on Government Recognition	MA. LOURDES O. MANIMTIM <i>Education Program Supervisor</i>

1:50-2:50 PM	Session 4: Reiteration of the Processes on Tuition Fee Increase	LOIDA G. TOMELDEN <i>Education Program Supervisor</i>
2:50-3:50 PM	Session 5: Reiteration of the Process on School Public Schools Establishment	EMELIA M. AYTONA <i>Education Program Supervisor</i>
3:50-4:50 PM	Breakout Session with the EPSs	<i>ALL EPSs in-charge per Cluster</i>
4:50-5:00 PM	Announcement on the Day 2 Activities	REYMUND M. FERRY <i>Education Program Supervisor</i>
August 27, 2025 (Day 2)		
TIME	ACTIVITY	IN-CHARGE
6:00-8:00 AM	Breakfast	
8:00-8:15 AM	Preliminaries	QAD TWG/Personnel
8:15-11:00 AM	Session 6: (Digitization Process of Application for Special Order (SO) of Senior High School graduates	REY M. VALENZUELA <i>Regional ICT Unit Head</i>
11:00-12:00 NN	Session 7: Reiteration and Review of the Special Order (SO) Application and its Relevant Reminders	FLORENCE M. SANTOS <i>Administrative Assistant</i>
12:00- 1:00 PM	Break	
1:00 – 2:00 PM	Session 8: Reiteration of the Application Special Needs Education Program	PHILIPS T. MONTEROLA <i>Regional Focal-SNED</i>
2:00 – 3:00 PM	Session 9: Reiteration of the Application Homeschooling Program	LUZ E. OSMEÑA <i>Chief Education Supervisor</i>
3:00-3:15 PM	Break	
3:15-4:15 PM	Session 10: Updates on the LIS/EBEIS	ADRIAN M. BULLO <i>Planning Officer Policy, Planning and Research Divisionm(PPRD)</i>
4:15-5:00 PM	Session 11: Reiteration of the Application Open High School Program (OHSP)	REYMUND M. FERRY <i>Education Program Supervisor</i>
5:00-5:30 PM	Closing Program/ Acknowledgement of Commitment/Awarding of Certificates	QAD TWG/Personnel

Technical Working Group

Name	Division	Date (Day 1-2)
LUZ E. OSMENA	Quality Assurance Division	August 26-27, 2025
BUENALYN M. MANUEL	Quality Assurance Division	August 26-27, 2025
EMELIA M. AYTONA	Quality Assurance Division	August 26-27, 2025
LOIDA G. TOMELDEN	Quality Assurance Division	August 26-27, 2025
JEFFRIE F. DITABLAN	Quality Assurance Division	August 26-27, 2025
MA. LOURDES O. MANIMTIM	Quality Assurance Division	August 26-27, 2025
REYMUND M. FERRY	Quality Assurance Division	August 26-27, 2025
FLORENCE M. SANTOS	Quality Assurance Division	August 26-27, 2025
MARY MAE L. HORNIDO II	Quality Assurance Division	August 26-27, 2025

Name	Division	Date (Day 0)
REYMUND M. FERRY	Quality Assurance Division	August 25, 2025
FLORENCE M. SANTOS	Quality Assurance Division	August 25, 2025
MARY MAE L. HORNIDO II	Quality Assurance Division	August 25, 2025