



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



03 June 2026

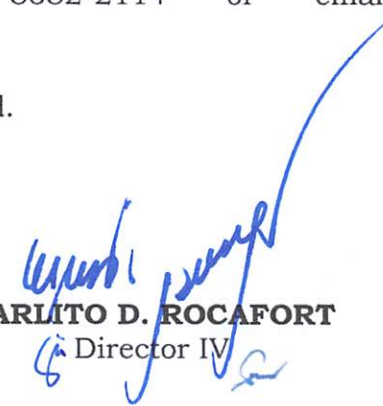
Regional Memorandum
No. 366, s. 2026

**COMPOSITION OF THE MONITORING EVALUATION AND
INSPECTION TEAM (MEIT) FOR THE GOVERNMENT
RECOGNITION OF PRIVATE BASIC EDUCATION
INSTITUTION OFFERING THE SENIOR
HIGH SCHOOL (SHS) PROGRAM**

To: **Assistant Regional Director
Chiefs, Functional Division
Schools Division Superintendents
SHS Private School Administrators
All Others Concerned**

1. Pursuant to DepEd Order No. 012, s. 2026, titled *Government Recognition of Private Basic Education Institutions Offering the Senior High School (SHS) Program*, this Office, through the Quality Assurance Division (QAD), hereby announces the composition of the **Monitoring, Evaluation, and Inspection Team (MEIT) for the processing of applications for Government Recognition of Private Basic Education Institutions (PBEIs) offering the Senior High School (SHS) Program**. Please see the attached enclosure 1. List of Names of MEIT per Schools Division Office (SDO).
2. The Monitoring, Evaluation, and Inspection Team (MEIT) shall be composed of representatives from the Regional Office (RO) and the concerned Schools Division Office (SDO) having jurisdiction over the applicant private Senior High School (SHS). Please refer to the attached list for the official composition of the MEIT.
3. The Schools Division Office (SDO) shall determine the opening schedule for the acceptance of applications for Government Recognition of Private Educational Institutions offering the Senior High School Program. All applications endorsed to the Regional Office must be submitted on or before December 31, 2026.
4. The Terms of Reference of the Monitoring, Evaluation, and Inspection Team (MEIT) are as follows:
 - a. Complete the capacity-building and/or training program prescribed by the DepEd Regional Office;

- b. Conduct a review and pre-evaluation of all submitted Means of Verification (MOVs) listed in the prescribed Evaluation Tool (Annex I) prior to the scheduled ocular inspection;
 - c. Conduct an ocular inspection to verify the private SHS's compliance with the requirements and prescribed DepEd standards using the approved Evaluation Tool. The entire evaluation process, including the pre-evaluation of MOVs and ocular inspection, shall be completed within fifteen (15) working days from receipt of the recommendation from the SDO-SGOD;
 - d. Issue a Certification of Inspection (Annex K) to the concerned private SHS;
 - e. Consolidate all findings and observations from the inspection and evaluation into an Evaluation Report (Annex L) within five (5) working days after the conduct of the inspection and evaluation; and
 - f. Immediately transmit the Evaluation Report to the Schools Division Superintendent (SDS) for endorsement to the RO-QAD. The SDO shall ensure that, within three (3) working days from receipt of the Evaluation Report, the application is formally endorsed to the RO-QAD together with all required supporting documents.
5. In the absence or unavailability of the Curriculum Implementation Division (CID) Education Program Supervisor (EPS), the Public Schools District Supervisor (PSDS) overseeing the concerned cluster of schools, district, or sub-office shall serve as the alternate member of the MEIT.
 6. Travel expenses relative to this activity such as transportation, meals and other incidental expenses of the MEIT shall be charged against Regional funds for Regional MEIT members, and Schools Division Office funds for SDO MEIT members, subject to the usual accounting and auditing rules and regulations.
 7. For more information and details, please contact Quality Assurance Division through telephone number (02) 8682-2114 or email at qad.calabarzon@deped.gov.ph.
 8. For immediate dissemination to all concerned.


CARLITO D. ROCAFORT
 Director IV



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Enclosure No. 1 of Regional Memorandum No. ____, s. 2026

**COMPOSITION OF THE MONITORING, EVALUATION AND INSPECTION TEAM (MEIT) FOR THE GOVERNMENT
RECOGNITION OF PRIVATE BASIC EDUCATION INSTITUTION OFFERING THE
SENIOR HIGH SCHOOL (SHS) PROGRAM**

SDO	Regional Office		Schools Division Office			
	Quality Assurance Division	Curriculum and Learning Management Division (CLMD)	School Governance and Operations Division (SGOD)	Curriculum Implementation Division (CID)	SDO Private Schools Focal Person	SDO Focal Person for the Recognition of SHS
All SDOs	Luz E. Osmena	Viernalyn M. Nama				
Cavite Province			Maria Belen C. Mojica	Harold Pangilinan	Gregoria S. Atas	Gregoria S. Atas
Lucena City	Buenalyn M. Manuel	Eugene Ray F. Santos	Epifania F. Carandang	Myla K. Mendiola	Karina R. Bautista	Karina R. Bautista
Carmona City			Gina C. Bernales	Joan O. Barajas	Haidi M. Morales	Ritchell B. Nacional
Laguna Province			Frenie V. Aquino	Cristina E. Talambayan	Nazareth V. Advento	Jerson T. Volpane
Tanauan City	Loida G. Tomelden	Emelia P. Crescini	Genre G. Angusto	Irene D. Macalintal	Xander B. Castillo	Dennis B. Masancay Xander B. Castillo
Cabuyao City			Jose Charlie S. Aloquin	Nimcy M. Ortiz	Reyarr L. Cruz	Reyarr L. Cruz

San Pablo City			Arnold Sinen	Albert T. Saul	Ryan L. Race	Ryan L. Race
Batangas Province	Ma. Lourdes M. Manimtim		Mario B. Maramot	Ma. Leticia Jose C. Basilan	Marian L. Arias	Marian L. Arias
Sto. Tomas City			Ronnie Gado	Roy N. Rea	Florentino A. Lara	Roy N. Rea
Cavite City		Virgilio O. Guevarra	Charlene Lei O. Esguerra	Ameer Benjamin B. Calderon	Annaliza T. Fernandez	Annaliza T. Fernandez
Sta. Rosa City		Paul Gence L. Ocampo	Louie L. Saldivar	Noel H. Natividad	Gemma Bel C. Ojeda	Gemma Bel C. Ojeda
Calaca City			Aprilito C. De Guzman	Maureen C. De Claro	Emelia M. Aytona	Emelia M. Aytona
Quezon Province	Jeffrie F. Ditablan	Eugene Ray F. Santos	Juanito A. Merle, Edd	Walter F. Galarosa, Phd	Paul Clifford N. Marquez	Carmen H. Macatugob
Binan City			Dr. Bayani V. Enriquez	Dr. Lani A. Alonte	Isidra L. Galman	Isidra L. Galman
Tayabas City		Eugene Ray F. Santos	Imelda C. Raymundo	Edwin R. Rodriguez	Joan Kathleen T. Brizuela	Jerome A. Chavez/Louie L. Fulleo
General Trias City	Reymund M. Ferry		Vicky E. Elises	Eduarda M. Zapanta	Riza Mae S. Sanchez	Maricel P. Malabanan
Imus City		Paul Gence L. Ocampo	Ivan Honorpette A. Mijares	Maria Luisa F. Candelaria	June Bence L. Adelan	June Bence L. Adelan
Bacoar City			Janet G. Villaroya	Julieta R. De Jesus	Levin R. Pabriaga	Levin R. Pabriaga
Batangas City	Almer D. Mayo		Angelisa A. Amoto	Sacoro R. Comia/ Herman A. Catapang	Conie M. Balse	Herman A. Catapang/ Conie M. Balse
Calamba City			Florette Laarni C. Bautista	Marites M. Zoleta	Imee P. Aldea	Flor I. Tomas

Antipolo City		Margaret P. Musa	Edmer M. Constantino	Dr. Darwin D. Bargo	Myra B. Villareal	Dr. Darwin D. Bargo
Lipa City			Roland D. Diaz/Jay-Ar Z. Gutierrez	Liezel M. Villanueva	Minerva C. Caraos	Elvie M. Malaluan/Marissa M. Manguiat
Rizal Province	Arturo P. Rosaroso, Jr.	Gilbert O. Cruz	Ferdinand C. Pascual	Elena Lopez	Marlon S. Marquez	Israel Anzaldo
San Pedro City	Eric R. Balancio		Frederick G. Byrd, Jr.	Erma S. Valenzuela	Vivian L. Petrasanta	Armie Joyce A. Garcia
Dasmarinas City		Gilbert O. Cruz	Melanie S. Pamienta	1) Cesar Chester O. Relleve 2)Angelo D. Uy	Crizel Ann L. Villanueva	Leylanie V. Adao