



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
RELEASED
BY: NAME

Digitally
signed by
Releasing

Date:
2026.09.30
10:06:48
+0800

30 Sept 2026

REGIONAL MEMORANDUM

No. 1030, s. 2026

To: Schools Division Superintendents
Schools Governance and Operations Division Chiefs
All Others Concerned

CONDUCT OF THE VIRTUAL COORDINATION MEETING FOR REGIONAL AND
DIVISION PROGRAM OWNERS AND SGOD CHIEFS

1. **Activity.** This Office shall conduct a **Virtual General Coordination Meeting** for all Regional Office (RO) and Schools Division Office (SDO) Program Owners, alongside Chiefs of the School Governance and Operations Division (SGOD), on **October 9, 2026 from 8:00 a.m. to 5:00 p.m.** via MS Teams.
2. **Objective.** The specific objectives of the virtual coordination meeting are to:
 - a. Provide a collaborative venue for sharing critical updates, upcoming program activities, policy issuances, and strategic directions.
 - b. Review physical implementation progress, financial performance, and fund utilization across all division-level programs.
 - c. Present findings from recent field monitoring and evaluation activities to formulate responsive technical assistance interventions.
 - d. Discuss and resolve operational issues, bottlenecks, and field concerns encountered in program execution.
3. **Participants:**
 - a. Education Support Services Division Chief
 - b. Regional Office Program Owners / Focal Persons
 - c. Schools Division Chiefs of the School Governance and Operations Division (SGOD)
 - d. SDO Program Owners / Program Managers / Focal Persons
4. **Meeting Arrangements.** All participants are requested to join the virtual platform 15 minutes prior to the scheduled start time through the following link: <https://tinyurl.com/m97jjf6r>
5. **Presentation and Discussion.** To ensure efficient time management and interactive discussion, all **Regional Office Program Owners** are allocated **20 to 30 minutes** per presentation to discuss key updates, implementation milestones, fund utilization reports, monitoring results, and upcoming division-level activities. Following each RO presentation, a dedicated open floor session will be conducted for SDO Program Owners and SGOD Chiefs to raise concerns and seek technical clarifications.



6. **Submission.** RO Program Owners are requested to upload their slide presentations to the shared folder link: <https://tinyurl.com/ROProgramOwnerReport> on or before October 7, 2026, for consolidation.
7. **Enclosure:** Indicative Activity Matrix and Order of Presentation.
8. Immediate **dissemination** of and strict compliance with this Memorandum is desired.

Digitally
signed by
Escobarte
Pedro
Tenebro Jr.
Date:
2026.09.29
11:04:48
+0800
PEDRO TENEBRO ESCOBARTE JR.
Director III/Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

GPMVA/ESSD/ Conduct of the Virtual General Coordination Meeting
000/September 23, 2026



Enclosure to Regional Memorandum No. 1030, s. 2026).

Indicative Activity Matrix and Order of Presentation

Time Slot	Activity / Topic	Resource Person / In-Charge
8:30 a.m. – 9:00 a.m.	Online Registration & Platform Check	Secretariat
9:00 a.m. – 9:20 a.m.	Opening Program - Preliminaries - Statement of Purpose - Welcome Remarks - Inspirational Message	Regional Office Secretariat Edmund D. Mendoza, PhD. Chief, ESSD Pedro T. Escobarte Jr. Assistant Regional Director Allan G. Farnazo Regional Director
9:20 a.m. – 12:00 a.m.	Session 1: Regional Program Updates & Technical Assistance <i>(20–30 mins per RO Program Owner followed by Open Floor)</i> - School-Based Feeding Program Rena Grace G. Tul-Id - Water, Sanitation and Hygiene in Schools Christie R. Pueblo - Youth Formation Development and Career Guidance Program Adrilene Mae J. Castanos - School Sports Club Al Jhon Fritz M. Otadoy	

Time Slot	Activity / Topic	Resource Person / In-Charge
	Child Protection Program Giro Paolo M. Almendralejo	
12:00 a.m. – 1:00 a.m.	LUNCH BREAK	—
1:00 p.m. – 4:00 p.m.	- Building Partnerships and Linkages Jairah M. Sususco - Mental Health Program Charlestone A. Otaza - Disaster Risk Reduction Management Program Megnon P. Beldad - Basic Education Facilities Fund Mariel S. Sosmena - OK sa DepEd Jumer C. Carlon	RO Program Owners / SGOD Chiefs & SDO Program Owners
4:00 p.m. – 5:00 p.m.	Synthesis, Action Points, and Closing Remarks	

