



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
SGOD-2025-0391

To : Assistant Schools Division Superintendent/Bids and Awards  
Committee Chair  
Chief Education Supervisor, Schools Governance Operations  
Division  
Chief Education Supervisor, Curriculum Implementation Division  
Senior Education Program Specialist, SMME/SBM Coordinator  
Education Program Specialist II, SMME/GAD Coordinator

Subject: **ATTENDANCE TO THE SCHOOL-BASED MANAGEMENT AND  
GENDER AND DEVELOPMENT THIRD QUARTER POCKET  
MEETING AND PROVISION OF TECHNICAL ASSISTANCE**

Date: August 1, 2025

Attached is Regional Memorandum No. FTAD-2025-021 re: **Conduct of School-Based Management and Gender and Development Third Quarter Pocket Meeting and Provision of Technical Assistance, which will be on September 25-26, 2025, at the Schools Division of Digos City, and will conduct visitation at the Kapatagan NHS and Digos City NHS, in line with this, the following are the participants, to wit:**

No.	Name	Position
1.	RONMAR V. JAYOMA, MMPA	SEPS-SMME/Division SBM Coordinator
2.	LEA JANE M. ISLETA	EPS II-SMME/Division GAD Coordinator

Travel, incidental, and other allowable expenses incurred relative to this activity are chargeable against Division MOOE funds, subject to the usual accounting and auditing rules and regulations.

For your guidance and compliance.

**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

SGOD/ABA/lji

**RELEASED**

**AUG 04 2025**

RECORDS SECTION-SDO PANABO CITY  
BY



Schools Division Office of Panabo City  
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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

July 25, 2025

REGIONAL MEMORANDUM  
FTAD-2025-021

CONDUCT OF THE SCHOOL-BASED MANAGEMENT (SBM) AND GENDER AND  
DEVELOPMENT (GAD) THIRD QUARTER POCKET MEETING AND  
PROVISION OF TECHNICAL ASSISTANCE

To: Schools Division Superintendents  
Chiefs of Functional Divisions

1. Pursuant to Regional Memorandum FTAD-2025-007 on the conduct of the School-Based Management (SBM) and Gender and Development (GAD) Quarterly Pocket Meetings for Calendar Year 2025, this Office informs the Schools Division Superintendents and Functional Division Chiefs on the schedule for the Third Quarter Pocket Meeting to be conducted on September 25-26, 2025, at the Schools Division of Digos City.
2. The participants of the meeting are the GAD Focal Persons and SBM Coordinators from the Schools Division Offices and Functional Divisions of DepEd RO XI, as listed in the enclosure.
3. The meeting aims to discuss updates, interact with other GAD and SBM champions, share and document best practices, and provide best solutions to problems, gaps, and bottlenecks that have been identified by each participant.
4. Further, the team will visit Kapatagan National High School and Digos City National High School to assess its GAD facilities, resources, programs, and SBM initiatives in support of a gender-responsive and well-managed basic education. Classes must remain undisrupted during the visit, and the provision of tokens, leis, or any lavish preparations are strictly prohibited.
5. Food and snacks during the meeting shall be charged to the GAD fund or other available sources of the host division, while travel, accommodation, and other related expenses incurred for the activity shall be charged to local funds, subject to the usual accounting rules and regulations.
6. Immediate dissemination and compliance with this Memorandum are directed.

DEPARTMENT OF EDUCATION - DAVAO  
RECORDS SECTION  
**RELEASED**

ALLAN G. FARNAZO  
Director

Encl.: As stated

ROF3/app

30, 2025



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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Enclosure 1

**LIST OF PARTICIPANTS**

**A. Division GAD Focal Persons or their Alternate**

<b>SCHOOLS DIVISION OFFICE</b>	<b>PARTICIPANTS</b>
Davao del Norte	Cristopher B. Gonzales/ April Julie Mae Gonzaga
Davao de Oro	Grace D. Pontillas
Mati City	Ana Mae S. Padullon
Davao Occidental	Nelson G. Balagtas
Davao Oriental	Mary Grace Y. Mercado
Digos City	Janice S. Serenio-Alquizar
Panabo City	Lea Jane M. Isleta
Tagum City	Eduard Mark A. Bautista
Davao City	Jonas P. Piore
Samal City	Evangeline C. Bongcac
Davao del Sur	Jessie S. Sajol

**B. Division SBM Coordinators**

<b>SCHOOLS DIVISION OFFICE</b>	<b>PARTICIPANTS</b>
Davao del Norte	Cristopher B. Gonzales
Davao de Oro	Marnelyjane A. Bernal
Mati City	Leorisyl D. Siarot
Davao Occidental	Elenita L. Bernales
Davao Oriental	Alan D. Limbadan
Digos City	Cherrie Ann B. Bohol
Panabo City	Ronmar V. Jayoma
Tagum City	Francisca R. Fadlan
Davao City	Flora C. Arcenal
Samal City	Graciela A. Robles
Davao del Sur	Jessie S. Sajol

**C. Regional Office**

FTAD SBM and GAD TWG	Aris B. Juanillo Aida P. Placencia Ronnie S. Mercado	CES, GAD Regional Focal Person EPS, GAD Alternate Focal Person EPS, SBM Coordinator
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**Department of Education**  
DAVAO REGION

	Julieta S. Nicolas	ADAS 1, GAD Secretariat
Finance Division (FD)	Katherine C. Datoy SAO	Functional Divisions GAD Focal Persons
Administrative Division (AD)	Joy L. Sibonga AO IV	
Policy Planning and Research Division (PPRD)	Esther Khrysmaye A. Roble AO II	
Human Resource Development Division (HRDD)	Mariane B. Tubo EPS II	
Quality Assurance Division (QAD)	Ma. Cristina B. Dionisio EPS	
Education Support Services Division (ESSD)		
Curriculum and Learning and Management Division (CLMD)	Joies M. Presbitero EPS	
Office of the Regional Director (ORD)	Cecile Maria Sheelah B. Limosnero	