



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

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**Office of the Schools Division Superintendent**

**Division Memorandum**  
OSDS-2025-0201

To: Assistant Schools Division Superintendent  
Chief of Curriculum Implementation Division (CID)  
Chief of the Schools Governance Operations Division (SGOD)  
Others concerned

Subject: **ATTENDANCE TO YEAR END EVALUATION AND STRATEGIC PLANNING**

Date: December 10, 2025

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Attached is Division Memorandum No. OSDS-2025-0236 dated December 09, 2025, entitled re: "**ATTENDANCE TO YEAR END EVALUATION AND STRATEGIC PLANNING**" on December 11-12, 2025 at New Year's Peak, Brgy. Datu Salumay, Marilog District, Davao City.

It is hereby directed that the following are among the participants of the said activity to wit:

1. **Annalene D. Villanueva**, Atty III
2. **Mejanie Q. Lumayno**, TA II

Attached herewith is a copy of the memorandum for your reference and further details.

Travel and other expenses related to the said activity shall be charged against MOOE or local funds, subject to the usual accounting and auditing rules and regulations.

For your guidance and compliance.

For and in the absence of the Schools Division Superintendent.

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

**RELEASED**

**DEC 10 2025**



Address: City Hall Compound, Km 31, JP Laurel,  
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RECORDS SECTION, SDG PANABO CITY

BY 



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025-0236

To: JANETTE G. VELOSO, EdD, CESO VI- Assistant Schools Division  
Superintendent  
Edward C. Amoguis, EdD- Chief-Curriculum Implementation Division  
Atty. Vevirlie O. Gallo- Legal Officer III  
Concerned Public Schools-District Supervisors  
Concerned School Head  
All other concerned

Subject: **YEAR END EVALUATION AND STRATEGIC PLANNING**

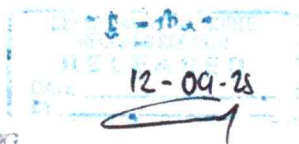
Date: December 9, 2025

1. This Memorandum serves to outline the year-end evaluation and strategic direction of the Sites Titling Office for the upcoming year on **December 11-12, 2025** at New Year's Peak, Brgy. Datu Salumay, Marilog District, Davao City.
2. This activity aims to:
  - a.) Identified challenges include system downtime, delays in inter-office communication, and an increased volume of complex cases;
  - b.) Prioritize the refinement of workflow procedures to reduce processing delays and improve client experience;
  - c.) Establish clearer performance indicators and quarterly review mechanisms to ensure consistent progress; and
3. Herewith is the list of participants in this activity.
4. The Equal Opportunity Principle (EOP) shall be always employed where all individuals are fully recognized regardless of gender, religion, ethnicity and political affiliation, in the provision of development opportunities for Learners and Personnel.
5. Wide dissemination of this memorandum is desired.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent

**JANETTE G. VELOSO, CESO VI**  
Assistant Schools Division Superintendent



OSDS/VOG

FN: YEAR END EVALUATION AND STRATEGIC PLANNING



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**LIST OF PARTICIPANTS**

NAME	DESIGNATION	OFFICE
1. Atty. Vevirlie O. Gallo	Legal Officer III	SDO- DDN
2. Engr. Leonard V. Jaron	Technical Assistant IV	SDO- DDN
3. Shay Amarga Obod-Malinao	Technical Assistant II	SDO- DDN
4. Analiza G. Celo	Technical Assistant II	SDO- DDN
5. Wilfredo B. Cullamat Jr.	Technical Assistant II	SDO-IGACOS
6. Mejanie Q. Lumayno	Technical Assistant II	SDO-PANABO
7. Cristopher B. Gonzales	EPS	SDO- DDN
8. Norhan C. Jaalmani	EPS II	SDO- DDN
9. June Angelo A. Mercado	EPS II, HRD	SDO- DDN
10. Jillian Casal	PDO II	SDO- DDN
11. Danilo Q. Lumayno Jr.	EPS II	SDO- DDN
12. Atty. Annalene D. Villanueva	Legal Officer III	SDO-PANABO CITY
13. Atty. Darwin Z. Polido	Education Supevisor	SDO-IGACOS
14. Atty. Kennerly Albert R. Malinao	Legal Officer III	SDO-TAGUM CITY
15. Christelle Marie S. Dumbase	Legal Secretary	SDO-DDN