



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

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**DIVISION MEMORANDUM**

SGOD-2025-0747

To : Assistant Schools Division Superintendent  
 Chief of the Schools Governance and Operations Division  
 Chief of the Curriculum Implementation Division  
 All other concerned

Attention: Arlen Jumamoy – Principal I – Don Manuel Javellana Memorial  
 National High School

Subject: **CONSULTATION WORKSHOP AND DRAFTING OF THE  
 PERFORMANCE MANAGEMENT AND EVALUATION-PHILIPPINE  
 PROFESSIONAL STANDARDS FOR SCHOOL HEADS**

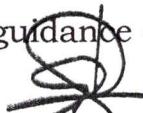
Date: December 9, 2025

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Please be informed that the conduct of the **CONSULTATION WORKSHOP AND DRAFTING OF THE PERFORMANCE MANAGEMENT AND EVALUATION-PHILIPPINE PROFESSIONAL STANDARDS FOR SCHOOL HEADS** will be on **December 9-12, 2025, at Maxx Hotel Ortigas, Pasig City.**

Meals, board and lodging, transportation, per diem, and other incidental expenses shall be charged to BHROD-HRDD GASS subject to the usual accounting, budgeting, and auditing rules and regulations.

For information and guidance of all concerned.

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

**RELEASED**

**DEC 09 2025**

RECORDS SECTION SDO PANABO CITY  
 BY 

Enclosed: As stated.  
 SGOD/ABA/HRDS/KSD/LSS



Republika ng Pilipinas  
**Department of Education**  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

## ADVISORY

1 December 2025

This has reference to the issued Memorandum **DM-OUHROD-2025-3315** dated November 24, 2025, on the **Consultation Workshop and Drafting of the Performance Management and Evaluation – Philippine Professional Standards for School Heads (PMES-PPSSH) Tools.**

Please be informed that the aforementioned workshop will be held on December 9 to 12, 2025 (Tuesday to Friday) at **Maxx Hotel Ortigas, Pasig City.**

Attached along with this advisory is the participant note which will provide you with important details relevant to the workshop.

For administrative questions or concerns, kindly contact BHROD-HRDD through Ms. Andria C. Dimaranan or Ms. Marikka P. Mampusti at telephone no. (02) 8740-6630 or email at [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph)

For information and appropriate action.

  
E-signed by  
Wilfredo Cabral  
12/09/2025, 7:31:45 AM  
**WILFREDO E. CABRAL**  
Undersecretary   
*Human Resource and Organizational Development and Infrastructure*

[HRDD PMES-PPSH/Dimaranan]



Address: Room 102 Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City, Metro Manila  
Telephone Nos.: 8637-7206  
Email Address: [usec.hrod@deped.gov.ph](mailto:usec.hrod@deped.gov.ph)  
Website: <https://www.deped.gov.ph>

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## Department of Education

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

### PARTICIPANT GUIDE

#### CONSULTATION WORKSHOP AND DRAFTING OF THE PMES-PPSSH TOOLS

December 9 to 12, 2025

Maxx Hotel Ortigas, Pasig City, Philippines

**Dear Participants,**

In line with the upcoming **Consultation Workshop and Drafting of the PMES-PPSSH Tools** scheduled for **December 9-12, 2025 (Tuesday to Friday)**, please be guided by the following administrative and logistical reminders for the activity.

If you have not yet confirmed your attendance, we kindly request that you accomplish the registration form through the following link: [https://bit.ly/ConsultationWS\\_PMESPPSSH](https://bit.ly/ConsultationWS_PMESPPSSH). Your response will help us capture your arrival and departure details and assist us in finalizing the necessary arrangements.

#### SCHEDULE OF ACTIVITIES

The opening program will begin at 8:00 a.m. on December 10, 2025 (Wednesday) and will conclude on December 12, 2025, right before lunch time.

TIME	ACTIVITY
<b>December 9, 2025 (Tuesday)</b>	
12:00 NN – 2:00 PM	Lunch   Registration Billeting of Participants
2:00 – 2:30 PM	Preliminaries and Getting to Know Activity
2:30 – 3:00 PM	Expectation-Settings Activity
3:00 – 4:45 PM	<b>Charting Our Course:</b> <ul style="list-style-type: none"><li>• Direction and Context-Setting on PMES-PPSSH</li><li>• Understanding the PPSSH: Standards and Key Domains</li></ul>
4:45 – 5:00 PM	Reminders
<b>December 10, 2025 (Wednesday)</b>	
8:00 – 8:30 AM	Preliminaries
8:30 – 10:00 AM	<b>Workshop #1:</b> Harmonization and Embedding of PPSSH in the PMES
10:00 – 10:15 AM	Break
10:15 AM – 12:00 NN	<b>Workshop #2:</b>

[HRDD PMES-PPSH/Dimaranan]



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	<i>Mapping Out PPSSH Indicators</i>
12:00 NN – 1:30 PM	<i>Lunch</i>
1:30 – 3:00 PM	<b>Plenary Discussion:</b> <i>Presentation of Mapped Out PPSSH Indicators</i>
3:00 – 3:15 PM	<i>Break</i>
3:15 – 5:00 PM	<b>Plenary Discussion:</b> <i>Presentation of Mapped Out PPSSH Indicators</i>
<b>December 11, 2025 (Thursday)</b>	
8:00 – 8:30 AM	<i>Preliminaries</i>
8:30 – 9:45 AM	<b>Writeshop #1:</b> <i>Drafting of the PMES-PPSSH Tools</i>
9:45 – 10:00 AM	<i>Break</i>
10:00 – 12:00 NN	<b>Continuation of Writeshop #1:</b> <i>Drafting of the PMES-PPSSH Tools</i>
12:00 NN – 1:30 PM	<i>Lunch</i>
1:30 – 3:00 PM	<b>Plenary Discussion:</b> <i>Presentation of Writeshop #1 Outputs</i>
3:00 – 3:15 PM	<i>Break</i>
3:15 – 5:00 PM	<b>Plenary Discussion:</b> <i>Continuous Presentation of Writeshop #1 Outputs</i>
<b>December 12, 2025 (Friday)</b>	
8:00 – 8:30 AM	<i>Preliminaries</i>
8:30 – 11:00 AM	<b>Plenary Discussion:</b> <i>Continuous Presentation of Writeshop #1 Outputs</i>
11:00 AM – 12:00 NN	<b>Lunch   Check Out Reminders</b>

### ACCOMMODATION

#### Check in and Check out:

- Check in time starts at **2:00 p.m. on December 9, 2025**. For early arrivals, room access will depend on room availability.
- Check out on **December 12, 2025, at 12:00 noon**. No extension shall be allowed other than the prescribed schedule.

[HRDD PMES-PPSH/Dimaranaan]



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**Room Assignment:**

- Your room assignment will be provided upon your arrival. Please seek assistance from the hotel's front desk.

**Meals:**

- The first meal to be served will be **lunch on December 9, 2025** (Tuesday); and
- The last meal to be served will be **lunch on December 12, 2025** (Friday).
- If you have any **dietary restrictions or food allergies**, please indicate them in the registration form so that appropriate meal arrangements can be made.

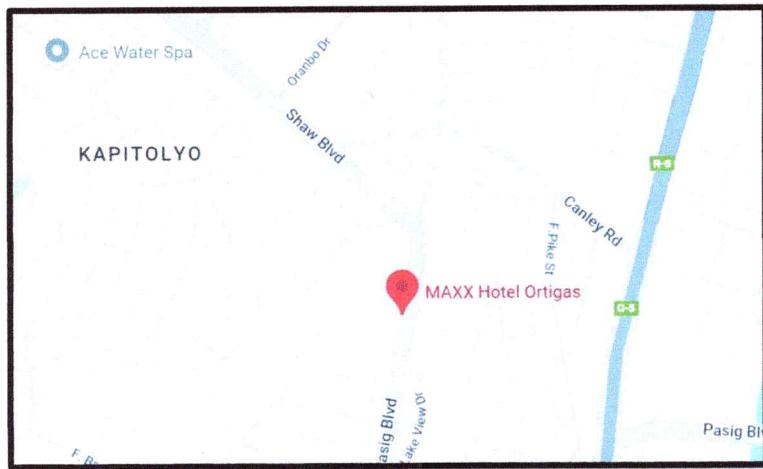
**Attire:**

The recommended attire is **business casual** for all sessions.

**LOGISTICS**

**Venue:** Maxx Hotel Ortigas, Pasig City, Philippines

**Exact Address:** 169 Pasig Blvd, Pasig, 1630 Metro Manila



**Transportation**

• **By public transportation:**

1. **MRT/Train.** Take **MRT Line 3** and alight at **Shaw Station**. From there, ride a jeepney or UV Express bound for **Pasig Palengke**. You may get off at **Maxx Hotel along Pasig Boulevard**.
2. **Jeepney.** Look for jeepneys going to Shaw Boulevard/Pasig Palengke and alight at Maxx Hotel along Pasig Boulevard.

[HRDD PMES-PPSH/Dimaranan]



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Landmark: **Lumiere Residences**, Pasig Boulevard

- **By Private vehicle/taxi/ride hailing apps:**

Input “Maxx Hotel Ortigas, Pasig City” into your navigation app (Waze or Google Maps) as your destination or drop-off point.

### PRE-WORK AND MATERIALS TO BRING

#### Pre-Work:

Please review the following document thoroughly:

**DepEd Order No. 024, s. 2020** – National Adoption and Implementation of the Philippine Professional Standards for School Heads available at:

[https://www.deped.gov.ph/wp-content/uploads/2020/09/DO\\_s2020\\_024-.pdf](https://www.deped.gov.ph/wp-content/uploads/2020/09/DO_s2020_024-.pdf)

#### Materials to Bring:

Workshop participants are advised to bring the following:

- Laptop and charger. Participants are highly encouraged to bring their work or personal laptops for use during the workshop.
- Extension cords. Kindly bring your own extension cord to ensure continuous access to power outlets.
- Personal mobile hotspot (optional). Internet connection will be provided at the venue, but you may bring your own mobile hotspot as a backup.

### REIMBURSEMENT OF TRAVELING EXPENSES

#### Travel

- Travel expenses for all participants shall be charged to BHROD-HRDD GASS funds (AC-25-BHROD-HRDD-GASS-2-010).
- For all participants, please secure the following:
  - **Signed Travel Authority** indicating the inclusive travel dates (e.g., December 9–12, 2025).
  - **Official travel receipts**, such as bus tickets, Grab/inDrive e-receipts, and other relevant documents.
- For participants traveling by air, please also safekeep the following:

[HRDD PMES-PPSH/Dimaranan]



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- Your original and printed boarding pass (ensure you have completed online check-in prior to your flight).
- The online boarding pass from MNL to your home region, which will be submitted to the PMT.
- For non-DepEd participants, kindly submit your signed Invitation Letter (with conforme at the bottom part).

**CONTACT DETAILS**

For logistical concerns, please coordinate with **Ms. Marikka P. Mampusti** or **Ms. Andria C. Dimaranan** via email at [marikka.mampusti@deped.gov.ph](mailto:marikka.mampusti@deped.gov.ph) [/andria.dimaranan@deped.gov.ph](mailto:/andria.dimaranan@deped.gov.ph) or Viber at 0956-250-6092/0939-052-3320.

Thank you and see you all!

- **BHROD-HRDD/PMES-PPSSH Unit**

[HRDD PMES-PPSH/Dimaranan]



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DEPARTMENT OF EDUCATION  
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By: R Malate 06:18 pm



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# Department of Education

OFFICE OF THE UNDERSECRETARY

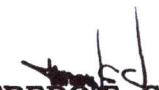
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## MEMORANDUM

DM-OUHROD-2025- 3315

TO: Regional Directors  
Concerned Schools Division Superintendents  
Concerned Public Elementary and Secondary School Heads  
All Others Concerned

FROM:   
**WILFREDO E. CABRAL**  
Undersecretary  
Human Resource and Organizational Development

E-signed by  
Wilfredo Cabral  
10/20/2025, 11:33:18 AM

SUBJECT: **CONSULTATION WORKSHOP AND DRAFTING OF THE PERFORMANCE MANAGEMENT AND EVALUATION SYSTEM (PMES) – PHILIPPINE PROFESSIONAL STANDARDS FOR SCHOOL HEADS (PPSSH) TOOLS**

DATE: 19 November 2025

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In fulfillment of the objective to establish a systematic and aligned Performance Management and Evaluation System (PMES) for schools heads anchored on the Philippine Professional Standards for School Heads (PPSSH), the Bureau of Human Resource and Organizational Development – Human Resource Development Division (BHROD-HRDD) will be conducting a **Consultation Workshop and Drafting of the Performance Management and Evaluation System – Philippine Professional Standards for School Heads (PMES-PPSSH) Tools** on **December 9 to 12, 2025** within **National Capital Region** at a specific venue that will be announced in a separate advisory.

The said activity specifically aims to:

1. Gather feedback and insights from field implementers to ensure clarity, alignment, and contextual relevance of the draft PMES-PPSSH tools;
2. Identify existing gaps and areas for improvement in developing a coherent PMES for school heads that promotes transparency, professional growth, and continuous improvement of school leadership; and
3. Draft the tools to ensure development of a streamlined and effective performance evaluation for school heads in the coming school years.

In view of the above, the personnel listed in **Annex A – List of Participants of the Consultation Workshop and Drafting of the PMES-PPSSH Tools** are hereby invited to participate in the said activity. The selection of these participants was made

based on their extensive experience, technical expertise, and significant contributions to various DepEd initiatives relating to the Performance Management and Evaluation System (PMES), Career Progression, Recruitment, Selection, and Placement (RSP), and school effectiveness.

Accordingly, the concerned Regional Directors and/or Schools Division Superintendents are hereby enjoined to authorize and ensure the participation of the identified personnel in all related workshop activities.

Board and lodging of all participants as well as the travel expenses including the Program Management Team and participants shall be charged against **BHROD-HRDD GMS Funds 2025**, subject to existing budgeting, accounting, and auditing rules and regulations. BHROD-HRDD will likewise facilitate the booking of flights of the participants upon proper coordination. For meal and lodging arrangements, please refer to the table below:

DAY	LODGING	MEALS				
		BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER
<b>Day 1</b>	✓	X	X	✓	✓	✓
<b>Day 2</b>	✓	✓	✓	✓	✓	✓
<b>Day 3</b>	✓	✓	✓	✓	✓	✓
<b>Day 4</b>	X	✓	✓	✓	X	X

Participants may check in on the first day of each conduct of the activity at **2:00 PM** and are requested to check out not later than **12:00 NN** of the third day. For attendance confirmation, all selected participants are required to complete their registration **at least three (3) days prior to the activity** through the link: [https://bit.ly/ConsultationWS\\_PMESPPSSH](https://bit.ly/ConsultationWS_PMESPPSSH).

An advisory containing the detailed administrative arrangement and additional activity guidelines will be disseminated to all participants prior to the conduct of the workshop.

For more information and further clarifications, you may contact the BHROD-HRDD through **Mr. Marikka P. Mampusti or Ms. Andria C. Dimaranan** at telephone no. **(02) 8470-6630** or email address at **bhrod.hrdd@deped.gov.ph**.

For your information and guidance.

**Annex A****LIST OF PARTICIPANTS****Consultation and Drafting Workshop of the PMES-PPSSH Tools***December 9 to 12, 2025**Within National Capital Region*

<b>Field (RO, SDO, and School) Participants</b>		
<b>Name</b>	<b>Position</b>	<b>Office</b>
1. Filmore R. Caballero	Chief Education Supervisor	SDO Valenzuela City, NCR
2. Ma. Regaele Olarte	Chief, SGOD	SDO Muntinlupa, NCR
3. Dr. Noemi Baysa	Public Schools District Supervisor	SDO Malabon, NCR
4. Edna V. Bañaga	Principal IV	SDO Quezon City, NCR
5. Dr. Marco Meduranda	Chief, Curriculum and Implementation Division	SDO Navotas, NCR
6. Jayson M. Santos	Senior Education Program Specialist	SDO Pampanga, Region III
7. Dr. Mark Anthony P. Idang	Education Program Supervisor	SDO Laguna, Region IV-A
8. Angelo D. Uy	Public Schools District Supervisor	SDO Dasmariñas City, Region IV-A
9. Karheena A. Adriano	Principal II	SDO Rizal, Region IV-A
10. Marylou V. Argamosa	Principal I	SDO Ligao City Region V
11. Susan S. Collano	Schools Division Superintendent	SDO Naga City Region V
12. Sarah Ganancial	Principal IV	SDO Guimaras Region VI
13. Atty. Diana Flor D. Eco	Principal III	SDO Northern Samar Region VIII
14. Glenda C. Cadelina	Principal I	SDO Negros Oriental Negros Island Region
15. Tita O. Tan	Principal II	SDO Isabela City, Region IX
16. Dr. Rowell C. Villarubia	Principal I	SDO Ozamis City Region X
17. Dr. Enerio E. Ebisa	Chief, HRDD	Region X
18. Arlen Jumamoy	Principal I	SDO Panabo City Region XI
19. Rexan Bolotaolo	Principal IV	SDO Agusan del Norte, CARAGA
20. Dr. Jurgenne Dicdican	Principal III	SDO Agusan del Sur, CARAGA

Central Office Participants		
Number of slots	Position	Office
<b>One (1)</b> Representative	<i>To be identified by the office/s</i>	BHROD-SED
<b>Two (2)</b> Representatives		National Educators' Academy of the Philippines

External Participants		
Name	Position	Office
<b>Two (2)</b> Representatives	<i>To be identified</i>	Research Institute for Teacher Quality

Project Management Team (BHROD-HRDD)		
Name	Position	Office
1. Cecille A. Anyayahan	Project Development Officer V	BHROD-HRDD
2. Marikka P. Mampusti	Project Development Officer III	BHROD-HRDD
3. Lizette Anne L. Carpio	Project Development Officer III	BHROD-HRDD
4. Ma. Mystica Esparas-Yu Oh	Project Development Officer III	BHROD-HRDD
5. Raymond L. Oplado	Project Development Officer III	BHROD-HRDD
6. Crisanto Lucaba	Technical Assistant II	BHROD-HRDD
7. Patricia Bongalos/Andria C. Dimaranan	Technical Assistant I	BHROD-HRDD