



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM

SGOD-2026-026

To: Asst. Schools Division Superintendent
Chief Education Supervisors
Unit and Section Heads
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**
OIC, Schools Division Superintendent

SUBJECT: **CONDUCT OF DIVISION QUARTERLY HINDSIGHT (QUARTERLY PROGRAM IMPLEMENTATION REVIEW) FOR SDO PROGRAMS, PROJECTS, AND ACTIVITIES FOR FY 2026**

DATE: February 5, 2026

1. Pursuant to DepEd Order No. 029, s. 2022 titled **Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF)** and DepEd Order No. 11, s. 2021 titled **Guidelines on the Operationalization of Program Management Information System (PMIS)**, this Office through Project QAMEsTAhan (*Quality Assurance, Monitoring and Evaluation and Technical Assistance*) of the School Governance and Operations Division – School Management, Monitoring and Evaluation Section shall conduct the above mentioned activity at SDO Marinduque Conference Hall on the following schedule:

Quarterly Hindsight (PIR)	Schedule
1 st Quarter	April 10, 2026
2 nd Quarter	July 10, 2026
3 rd Quarter	October 9, 2026
4 th Quarter	December 16, 2026

2. This activity aims to:

- assess the implementation of the major Programs, Projects, and Activities (PPAs) of the Division vis-à-vis its committed outputs and targets for FY 2026;
- determine the PPA's accomplishments in terms of efficiency and judicious budget utilization;
- monitor effectively the operationalization and utilization of the Program Management Information System (PMIS) from planning to implementation;
- support the monitoring and evaluation of various PPAs in the Division; and

e. identify good implementation practice of the programs and projects based on the experiences shared by the implementers to ensure effective implementation in improving learning outcomes and delivery of basic education services.

3. In preparation for the PIR, each functional division (OSDS, CID and SGOD) is directed to conduct its own internal Program Implementation Review (PIR). Accordingly, concerned program owners are required to accomplish monthly (Deadline: every 10th day of the month) the Remarks Column of the 2026 Monitoring System for Budget Utilization of Downloaded Funds through the link <https://tinyurl.com/2026MarBudgetUtilization>

4. Program owners are also instructed to provide good practices on the implementation of their respective programs and projects through the link <https://tinyurl.com/2026SDOGoodPractices>

5. Attached are the following enclosures:

Enclosure 1: Indicative Program of Activities

Enclosure 2: List of Participants

Enclosure 3: Template of Good Practices

Enclosure 4: Template of Catch-up Plan

6. For queries and clarification, please contact the School Governance and Operations Division, through Mrs. Maita M. Lazares, Chief Education Supervisor, School Governance and Operations Division and Dr. Fretzie P. Alcantara, SEPS – SMM&E at email address fretzie.alcantara@deped.gov.ph

7. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

/SGOD-SMM&E-FA/Schedule of Division Quarterly Hindsight FY 2026/ February 4, 2026

DIVISION QUARTERLY HINDSIGHT
(Quarterly Program Implementation Review)
 SDO Marinduque Conference Hall
 Malusak, Boac, Marinduque

INDICATIVE PROGRAM OF ACTIVITIES

Time	Activity	In-Charge
8:30 AM – 9:00 AM	Opening Program	AVP
	Prayer	
	Nationalistic Song	
	Recitation of DepEd Quality Policy Statement	
	Welcome Remarks	MRS. MAITA M. LAZARES Chief Education Supervisor, SGOD
	Presentation of Participants	REY R. RAYMUNDO EPS II – SMM&E
	Message	DR. LYNN G. MENDOZA OIC, Schools Division Superintendent
	Objectives and Mechanics of the Activity	FRETZIE P. ALCANTARA SEPS- SMM&E
	Hindsight on the Presentation during the Previous Quarterly TA-LACAYAN	
	HINDSIGHT / PIR PROPER	
9:00 AM – 11:00 AM	Budget Utilization Report for Big Ticket Programs/ Major PPAs	ARLENE M. MARASIGAN Administrative Officer V – Budget
	PIR Proper: Presentation of Accomplishments and Best Practices / Catch-Up Plan (If necessary)	
	Program SUMMIT (Strategic Upgrades for Maximizing Meaningful Instruction and Teaching)	JOHN M. CHAVEZ Chief Education Supervisor, CID
	Program Creating Tomorrow's Schools Today: SGOD 360°	MAITA M. LAZARES Chief Education Supervisor, SGOD
	Enhancing the Value of Performance through Better Customer Service	
	Administrative	MAY BERNADETH O. DELA ROSA Administrative Officer V
	Legal	ATTY. AYZEL LEA R. PALMERO Legal Officer
	Finance	JOHN DHELTER P. PASTRANA Accountant III
	Information and Communications Technology	ENGR. DAVID M. ZOLETA, JR. ITO
	Gender and Development (GAD)	
Program Management Information System (PMIS)		MARISOL O. LUARCA Planning Officer

Progress Monitoring on the Accomplishments vis-à-vis Division Education Development Plan		FRETZIE P. ALCANTARA SEPS- SMM&E
11:01 AM – 12:00 PM	Discussion	Panelists: Schools Division Superintendent Asst. Schools Division Superintendent
	Ways Forward / Announcements	MAITA M. LAZARES Chief Education Supervisor, SGOD
	Closing Remarks	DR. MABEL F. MUSA Asst. Schools Division Superintendent
	Photo Opportunity	
	Closing Prayer	

REY R. RAYMUNDO
Education Program Specialist II, SMM&E
Master of Ceremony

LIST OF PARTICIPANTS

No.	NAME	DESIGNATION
OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT		
1	Dr. Lynn G. Mendoza	OIC, Schools Division Superintendent
2	Dr. Mabel F. Musa	Asst. Schools Division Superintendent
3	May Bernadeth O. dela Rosa	Administrative Officer V
4	Arlene M. Marasigan	Administrative Officer V
5	John Dhelter P. Pastrana	Accountant III
6	Atty. Ayzel Lea R. Palermo	Legal Officer
7	Engr. David M. Zoleta, Jr.	Information Technology Officer
CURRICULUM IMPLEMENTATION DIVISION		
8	John M. Chavez	Chief Education Supervisor
9	Jelly L. Sore	Education Program Supervisor
10	Florie M. Regencia	Education Program Supervisor
11	Dr. Ma. Shiela S. Saet	Education Program Supervisor
12	Dr. Nestor T. Rualo	Education Program Supervisor
13	Dr. Mariam B. Rivamonte	Education Program Supervisor
14	Dr. Jennifer E. Monte	Education Program Supervisor
15	Freddie R. Malabayabas	Education Program Supervisor
16	Annabelle M. Marmol	Education Program Supervisor
17	Romualdo O. Magculang	Education Program Supervisor
18	Dr. Ma. Corazon A. Borja	Education Program Supervisor
School Governance and Operations Division		
19	Maita M. Lazares	Chief Education Supervisor
20	Bernadith R. Lacerna	Senior Education Program Specialist
21	Dr. Melanie M. Mendoza	Senior Education Program Specialist
22	Kyle David V. Atienza	Senior Education Program Specialist
23	Fretzie P. Alcantara	Senior Education Program Specialist
24	Marisol O. Luarca	Planning Officer III
25	Rey R. Raymundo	Education Program Specialist II
26	Edgar H. Loto	PDO II / DRRM Coordinator
27	Engr. Arnold H. Moreno	Engineer III
28	Dr. Rica Mai O. Larga	Medical Officer

/SGOD-SMM&E-FA

Enclosure 3

**TEMPLATE FOR GOOD PRACTICES ON THE IMPLEMENTATION OF PROGRAMS,
PROJECTS, ACTIVITIES**

Functional Division: _____

Unit/Section: _____

Program/Project Name: _____

Program Owner: _____

PPAs	Persons Involved	Actions Taken (please provide specific details)	Status of Implementation (accomplished, on-going)	Good Practice	Ways Forward

Attachments:

- Memorandum
- Narrative/Accomplishment Report
- At least 3-5 pictures

(Note: To be uploaded in the link in Microsoft Word format)

Prepared by:

Program Owner/s

Noted:

Chief Education Supervisor

Approved:

Schools Division Superintendent

CATCH-UP PLAN TEMPLATE

BLIC/s	Recommendations/ Proposed Interventions	Physical Target (with Backlog)	Reasons for Delay	Action Plan	Person In- charge	Target Date of Completion	Expected Output

Prepared by:

Program Owner/s

Noted:

Chief Education Supervisor

Approved:

Schools Division Superintendent