



Republika ng Pilipinas

Kagawaran ng Edukasyon

REHIYON V - BICOL

TANGGAPANG PANSANGAY NG CATANDUANES

DepEd - Division of Catanduanes
RECORDS SECTION

RELEASED

BY: [Signature] No: 189
DATE: 04 MAR 2025 TIME: 11:45

March 3, 2025

DIVISION MEMORANDUM

No. 189 s. 2025

SDO CALENDAR OF ACTIVITIES FOR MARCH 2025

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
SGOD and CID Personnel
OSDS Unit Heads
School Based Personnel
All Others Concerned

The Calendar of Activities for March 2025 is hereby released for guidance of all concerned.

[Signature]
CECILE C. FERRO CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
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Republic of the Philippines
 Department of Education
 Region V – Bicol
TANGGAPANG PANSANGAY NG CATANDUANES

CALENDAR OF ACTIVITIES FOR MARCH 2025

Date	Day	Time	Activity	Venue	Responsible Unit/s	Participants
1 to 31	Monday to Friday	Within 8:00 A.M. to 5:00 P.M.	2025 National Women's Month Celebration	SDO and Schools	SGOD- GAD	SDO Personnel School Personnel and Learners
			Administration of the EOSY RMA, CRLA, Phil IRI	Schools	CID- EPS IN-charge	Concerned schools
			Monitoring of SDHCP Clinics/ Monitoring of HLI Pilot Implementation	Schools	SGOD-SHNU	Concerned schools
			WINS validation (Table validation and Onsite)	SGOD Office/ Schools with 2/3 stars	SGOD -SHNU	All schools; Schools with 2/3 stars
1	Sat	8:00 – 5:00	Empowering Pool of CPD Learning Facilitators (Batch 1)	Rhadj Inn	SGOD – HRD	Identified SHs, MTs, and Teachers
			Division Workshop on Development, Revision and Finalization of ADM for Kindergarten		CID-EPS In-Charge	EPS Focal Person, Selected Kindergarten Teachers (Writers), SHS teachers and ADAS (Illustrators and Layout Artists)
2	Sun					
	Mon	8:00 – 9:00 (Flag Raising Ceremony)	Women's Month Celebration Kick-Off Activity	SDO/ Schools	SGOD – EPS/SDOGAD Coordinator	All SDO Main Employees, Teaching, Non-Teaching, Learners
		8:00 – 12:00	Culminating Activity on National Dental Health Month Celebration	VPES	SGOD – SHNU	VPES Learners and School Personnel
		2:00-3:00	Orientation of Applicants for Promotion to Teaching Positions	Online	HRMO	HRMO, HRMPSB, Interested Applicants
		4:00-5:00	Wellness Zumba	SDO Proper	SGOD – SHNU	All SDO Main Employees
4	Tue	8:00 – 5:00 (Day 1)	Division Program Implementation Review of OK sa DepEd Programs, Projects and Activities	Rakdell Inn	SGOD – SHNU	48 Public Secondary School Heads, 10 SHNU, 13 PSDS/In-Charge of the Districts
5	Wed	8:00 – 5:00 (Day 2)	Division Program Implementation Review of OK sa DepEd Programs, Projects and Activities	Rakdell Inn	SGOD – SHNU	234 Public Elementary School Heads, 10 SHNU, 13 PSDS/In-Charge of the Districts
6	Thu	8:00 – 5:00	CapBuild of 18 School Heads of the SDHCP Beneficiary School Clinics	Rakdell Inn	SGOD-SHNU	18 Central School Heads, SHNS Personnel
		8:00 – 5:00	Youth Recollection (ARH)	Lictin IS & Bato RDHS	SGOD-SHNU	Lictin IS & Bato RDHS learners and school personnel



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7	Fri	8:00 – 5:00	Kamustahan with School Heads of 30 Last Mile Schools	E-Crown Hotel	SGOD - SHNS	30 School heads of Last Mile Schools, PSDS of the 30 Last Mile Schools, SHNS Personnel
		9:00 -10:30	First Friday Mass	SDO Chapel	CID Chief	SDO Employees
		1:00 – 5:00	Online Scholarship Coordination on e-Learning Course for Intake 1	Online	SGOD - HRD	Intake 1 Scholars
		3.:00-5:00	Opening of the 2025 Division Festival of Talents	CNHS	CID-EPS	Learning Area Focal Person, Learner-Contestants, Coaches, Selected TWGs
		4:00 – 5:00 (Flag Lowering)	Serbisyo para kay Juana	SDO Proper and Schools	SGOD-SDO GAD Coordinator	All SDO Main Employees, Teaching, Non-Teaching, Learners
8	Sat	8:00-5:00	Division Workshop on Development, Revision and Finalization of ADM for Kindergarten	CID Office	CID- EPS In-charge	EPS Focal Person, Selected Kindergarten Teachers (Writers), SHS teachers and ADAS (Illustrators and Layout Artists)
		8:00-5:00	2025 Division Festival of Talents in All Learning Area	VPES (AP, Filipino, Madrasah) JMAMES (English) Calatagan ES (EPP) Virac CES (MAPEH) Gogon ES (Math) Calatagan NHS (Science, TLE/TVL)	CID-EPS	Learning Area Focal Person, Learner-Contestants, Coaches, Selected TWGs
9	Sun					
10 – 14	Monday to Friday		Paghabl (Natatanging Kwento ng Pinakadakilang Babae sa Buhay Ko): Story Writing Competition for Elementary and Secondary Learners	Schools	SGOD- GAD Coordinator	Learners
			Monitoring and Evaluation of SBM Implementation		SGOD-SBM Coordinator	
10	Mon	8:00 – 5:00	Division MANCOM	To be announced	OSDS- Top Management	School Head – 5 per District, DEXECOM



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10	Mon	8:00-5:00	Deadline of Submission of Documents for T2, T3, MT1, MT2 positions (Elem, JHS, SHS)	SDO Records Section	OSDS-Records Section	Applicants
		4:00 – 5:00	Wellness Activities	SDO Proper	SGOD-SHNU	SDO Employees
11	Tue	8:00-5:00	Initial-Evaluation of Documents for T2, T3,MT1,MT2 applicants (Elem, JHS, SHS)	SDO Proper	OSDS-HR Office	HRMO HRMPSB Sub-Committee
12	Wed	8:00-5:00	Initial-Evaluation of Documents for T2, T3,MT1,MT2 applicants (Elem, JHS, SHS)	SDO Proper	OSDS-HR Office	HRMO HRMPSB Sub-Committee
		4:00 – 5:00	Color Fun Run/Zumba	Districts	SGOD-Sports	Interested Participants
13	Thu	8:00 – 5:00	Demonstration Teaching & Interview of T2, T3,MT1,MT2 applicants (Elem, JHS, SHS)	School/District	HRMPSB	HRMPSB, HRMPSB Sub Committee
			Capacity Building for SSLG Officers and Teacher Advisers on their Roles in the Child Protection Policy	To be announced	SGOD - YFD	Selected SSLG Officers and SSLG Advisers
14	Fri	8:00 – 5:00	IPCRF Target Setting	To be announced	OSDS- ASDS	OSDS
			Demonstration Teaching & Interview of T2, T3,MT1,MT2 applicants (Elem, JHS, SHS)	School/District	HRMPSB	HRMPSB, HRMPSB Sub Committee
			Capacity Building for SSLG Officers and Teacher Advisers on their Roles in the Child Protection Policy	To be announced later	SGOD - YFD	Selected SSLG Officers and SSLG Advisers
14-18		8:00-5:00	Implementation of Human Resource Information System (HRIS) of SDO Personnel	SDO Proper	OSDS-HR Office, ICTU	SDO-ICTU Cam Sur Team, ICTU, HR in-charge of HRIS
15	Sat					
16	Sun					
17 to 19	Monday to Wed	To be arranged	Portrait of Love: An Oil Painting Competition for Secondary Learners (which Depicts a Woman's Great Love)	Schools	SGOD-GAD Coordinator	Learners
17	Mon	8:00-5:00	Document Evaluation for T2,T3,MT1,MT2 applicants (Elem, JHS,SHS)	SDO Proper	HRMPSB	Applicants, HRMPSB, HRMPSB Sub Committee
		8:00-5:00	Planning Conference for DSOW on the conduct of Orientation Workshop on the Dynamic Learning Program under ADM-EIE/RFS Implementation	To be announced	CID- EPS In-charge of ADM	ADM Focal Person, ADM Coordinator, ADM Coordinator Alternate, Agriculture Teacher, 2 Selected SHs
		4:00-5:00	Wellness Zumba	SDO Proper	SGOD-SHNU	SDO Employees



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18	Tue	8:00-5:00	Conduct of DSOW on the conduct of Workshop on the Local Story Writing for SLRs	To be announced	CID-EPS in-charge of LRMDS	EPS LRMDS, PDO II, Librarian, staff, Selected PSDS, SH, and teacher writers/illustrators
			Document Evaluation for T2,T3,MT1,MT2 applicants (Elem, JHS,SHS)	SDO Proper	HRMP SB	Applicants, HRMP SB, HRMP SB Sub Committee
19	Wed	8:00-5:00	Orientation on WAP Implementation	To be announced	CID-EPS in Filipino	EPS Filipino, 9 Selected School heads
20	Thu	8:00-5:00	IPCRF Target Setting and Agreement	To be announced	OSDS-ASDS	School Heads
			Oral Presentation of CY 2025 Research Paper Proposals	To be announced	SGOD - PRS	Research Proponents
			Regional Election of SELG/ SSLG	To be announced	SGOD-YFD	Division Elementary and Secondary Presidents
			Division Upskilling of English Teachers in Language Instruction	To be announced	CID- EPS in English	EPS-English, Identified teachers
21	Fri	8:00 - 5:00	Oral Presentation of CY 2025 Research Paper Proposals	To be announced	SGOD - PRS	Research Proponents
			Regional Election of SELG/ SSLG	To be announced	SGOD-YFD	Division Officers, PDO-YFD
			Division Upskilling of English Teachers in Language Instruction	To be announced	CID- EPS in English	EPS-English, Identified teachers
			Administration of Early Language, Literacy & Numeracy Assessment	Schools	Schools/CID	Grade 3 Learners
			Pagsasanay ng mga Guro: Kontekstuwalisasyon at Pagtuturo ng Makrong Kasanayan sa Filipino	To announced	CID- EPS in Filipino	1 EPS in Filipino, 2 from HRD, 9 facilitators, 1 M&E
			DSOW for the Orientation Workshop on the Dynamic Learning Program under ADM-EIE Implementation	To be announced	CID- EPS In-charge of ADM	ADM Focal Person, ADM Coordinator, ADM Coordinator Alternate, Agriculture Teacher, 3 Selected SHs
			Coordination Meeting with the District ICT Coordinators and DCP Technical Team (Quarter 1)	To be announced	OSDS-ICTU	District ICT Coordinators & DCP Technical Team
22 - 29			PALARONG BIKOL 2025	Legazpi City	SGOD-Sports	
22	Sat	8:00-5:00	Division Upskilling of English Teachers in Language Instruction	To be announced	CID- EPS in English	EPS-English, Identified teachers
23	Sun	8:00-5:00	Pagsasanay ng mga Guro: Kontekstuwalisasyon at Pagtuturo ng Makrong Kasanayan sa Filipino	To be announced	CID - EPS in Filipino	1 EPS in Filipino, 2 from HRD, 9 facilitators, 1 M&E



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24 to 28	Monday to Friday	8:00-5:00	Girl Child Week and the Women with Disabilities Day Celebration	Schools	SGOD-GAD Coordinator	
			Utilization of MS 365 Tools and Leave Credits Digitalization	Rakdell Inn	OSDS-HR Office, ICTU	HR, Administrative Officer-II & IV
24	Mon	8:00 – 5:00	DSOW on ELA for Non-Teaching Personnel (Batch 2)	To be announced	SGOD – HRD	PMT, Learning Facilitators
			Validation of CY 2024 IPCRF MOVs and CY 2025 IPCRF (Planning & Commitment Form) of EPSs	CID Office	CID Chief	Chief, 5 Selected PSDS Validators, All EPS
		4:00-5:00	Wellness Activities	SDO Proper	SGOD-HNU	SDO Employees
25	Tue	8:00– 5:00	ELA for Non-Teaching Personnel (Batch 2)	To be announced	SGOD - HRDS	Administrative Assistant I to III, Administrative Aide I - VI
			Validation of CY 2024 IPCRF MOVs and CY 2025 IPCRF (Planning & Commitment Form) of PSDSs	CID Office	CID Chief	Chief, 5 EPS Validators, PSDSs, Staff
26	Wed	8:00 – 5:00	DSOW on Digital Skills for Service Success: Elevating Competence and Customer Engagement	To be announced	SGOD - HRDS	PMT, Learning Facilitators
26	Wed	8:00 – 5:00	Administration of National Achievement Test for Grade 6	Schools	Schools/CID	Grade 6 Learners
			Validation of CY 2024 IPCRF MOVs and CY 2025 IPCRF (Planning & Commitment Form) of other CID Personnel	CID Office	CID Chief	Chief, 5 Selected PSDS Validators, Librarian, PDO II, EPSA, ADAs, COS/Job Orders
27	Thu	8:00 – 5:00	Oral Presentation of CY 2025 Innovation Project Proposals	To be announced	SGOD – PRS	Innovation Project Proponents
			Digital Skills for Service Success: Elevating Competence and Customer Engagement	To be announced	SGOD - HRDS	Administrative Officers I, II, IV, Project Development Officers II (LRMDS)
28	Fri	8:00 – 5:00	Oral Presentation of CY 2025 Innovation Project Proposals	To be announced later	SGOD – PRS	Innovation Project Proponents
			Digital Skills for Service Success: Elevating Competence and Customer Engagement	To be announced later	SGOD - HRDS	Administrative Officers I, II, IV, Project Development Officers II (LRMDS)
			2025 Division Kindergarten Festival of Talents	Provincial Capitol Dome	CID- EPS In-charge	Kindergarten Focal Person, Learner-Contestant, Coaches, Selected TWGs
		3:00 - 5:00	Webinar Series: "VE & GMRC 2.0: Unleashing the Power of Values"	MS Teams	CID-EPS In-charge (GMRC/VE)	GMRC/VE Teachers



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28	Fri	4:00 – 5:00 (Flag Lowering)	School/ District/ Division Women's Month Culminating Activity	SDO and Schools	SGOD – GAD Coordinator	All SDO Main Employees, Teaching, Non-Teaching, Learners
29	Sat					
30	Sun					
31	Mon	8:00-5:00	FGD on "Exploring Challenges and Opportunities in the Implementation of IPBT"	Online	SGOD - HRDS	Selected MTs/Mentors
			Planning Conference for 2025 RFOT SNED	CID Office	CID Chief	EPS Focal Person, Selected TWGs- SHs and Teachers
		Day 1	REGIONAL FESTIVAL OF TALENTS	Camarines Sur	CID	

Legend: **Saturday, Sunday and Holiday** CID SGOD OSDS All Regional Activity


To wait for the Central Office – National Achievement Test for Grade 6 (NAT G6)

To wait for the Central Office – Administration of the Early Language, Literacy and Numeracy Assessment (ELLNA)

Prepared by:


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AO V Admin


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CID Chief



MARY JEAN S. ROMERO
SGOD Chief

Recommending Approval:

(on official business in Legazpi City)

DELFIN A. BONDAD PhD
Public Schools District Supervisor
Officer-in-Charge
Office of the Assistant Schools Division Superintendent

Approved:


CECILE C. FERRO CESO VI
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