



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

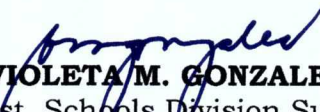
Office of the Schools Division
Superintendent

MEMORANDUM

**ORIENTATION ON THE PROGRAM MANAGEMENT INFORMATION
SYSTEM (PMIS), PPA MONITORING AND EVALUATION, AND
PLANNING ADJUSTMENT MECHANISMS**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance & Operations Division
Administrative Officer V
Public Secondary School Heads/OICs
All Others Concerned

1. This Office announces the conduct of the above-captioned activity on December 9-12, 2025, 9:00 a.m. – 5:00 p.m. at the 4th floor Activity Center, Student Center for Life Skills Building, Centennial Avenue, Tunasan, Muntinlupa City.
2. This activity aims to:
 - 2.1 explain the procedures for submitting proposals and integrating them into the Work and Financial Plan (WFP) at both the school and division levels;
 - 2.2 provide an overview of the fundamentals of the Work and Financial Plan (WFP) and the Program Management Information System (PMIS), emphasizing their application in school-level planning and reporting; and
 - 2.3 present and demonstrate the process flow of PMIS utilization in relation to the traditional paper-based documentation (paper trail) at the school and division levels to ensure consistency and compliance across all governance levels.
3. Attached herewith is the list of participants for reference. The pre-registration link may be accessed through the URL: **<https://bit.ly/MO7-2025-ORIENTATION-PMIS-DIVISION-SCHOOL>**
4. Immediate dissemination of, and compliance with, this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
Asst. Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Enclosure: as stated

References: as stated

To be indicated in the Perpetual Index
under the following subjects:

BUDGET

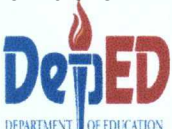
PMIS

MONITORING

JDN/DM/Orientation on the Program Management Information System (PMIS), PPA Monitoring and Evaluation,
and Planning Adjustment Mechanisms

484 /November 19, 2025

UN-2025-484



Student Center for Life Skills Bldg., Centennial Ave., Brgy Tunasan, Muntinlupa City
84237560, 84237561, 84237562
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

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List of Participants

Dr. VIOLETA M. GONZALES	OIC, Schools Division Superintendent
Dr. LILIA A. RICERO	Asst. Schools Division Superintendent
Dr. FLORANTE C. MARMETO	Chief Education Supervisor
Ms. MA. REGAELE A. OLARTE	Chief Education Supervisor
Dr. MARISSA M. ANDANZA	Education Program Supervisor
Mr. EMALYN M. BALLONADO	Master Teacher I
Dr. JOHN ALBERT B. COLLE	Education Program Supervisor
Mr. EDISON C. ENERLAS	Education Program Supervisor
Dr. LEONAI DA L. GUTIERREZ	Education Program Supervisor
Ms. MARIEL EUGENE L. LUNA	Education Program Supervisor
Dr. ARMIDA S. OBLINADA	Education Program Supervisor
Dr. LILIOSA B. PALCE	Education Program Supervisor
Dr. MA. CARMEN D. SOLAYAO	Education Program Supervisor
Dr. GINA U. URQUIA	Education Program Supervisor
Dr. EVANGELINE M. AMAN	Public Schools District Supervisor
Ms. CLARISA C. AVILA	Public Schools District Supervisor
Dr. JAIME G. BAUTISTA	Public Schools District Supervisor
Dr. MA. THERESA C. DELA ROSA	Public Schools District Supervisor
Dr. MENIANO D. EBORA	Public Schools District Supervisor
Dr. JHEMSON C. ELIS	Public Schools District Supervisor
Dr. ERIC F. FUNGO	Public Schools District Supervisor
Dr. YALEDEGLER C. MALIGAYA	Public Schools District Supervisor
Dr. MA. MYRA E. NAMIT	Public Schools District Supervisor
Dr. ADA TRINIDAD A. TAGLE	Public Schools District Supervisor
Ms. PHOEBE R. ARROYO	Senior Education Program Specialist
Dr. ZOREN PEPITO L. GUBALANE	Senior Education Program Specialist
Dr. CHRISTIAN PAUL A. DELA VEGA	Senior Education Program Specialist
Ms. IVY M. ROMANO	Senior Education Program Specialist
Engr. JERONE M. TAGAPAN	Engineer III
Mr. JOSEPH D. NILO	Planning Officer III
Dr. MAY ANNE L. AYUDTUD	Dentist II
Dr. MARICEL R. SUBIDA	Dentist II
Ms. CECILIA TERESA C. CLAUDEL	Education Program Specialist II
Ms. CHELO DG. RONGAVILLA	Education Program Specialist II
Mr. ANDRES F. SICAM JR	Education Program Specialist II
Ms. MARIA TERESA S. INDAP	Nurse II
Ms. MARIPAZ M. LAVIN	Nurse II
Mr. EDUARDO L. KONDO	Project Development Officer II



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Mr. REYNANTE L. BENITO	Project Development Officer II
Mr. KING SOLIDINI J. TORRES	Project Development Officer I
Ms. MA. ROMMA S. PAGADOR	Project Development Officer I
Atty. FAITH ERNESS J. REGACHO	Attorney III
Ms. MAY L. BORJAL	Information Technology Officer I
Ms. KARINA E. MEDINA	Accountant III
Ms. VIRMA U. AMISTOSO	Administrative Officer V
Ms. NOEMI A. VALDEZ	Administrative Officer V
Ms. JOICHE I. LUNA	Administrative Officer IV
Ms. ANGELA M. FRANCISCO	Administrative Officer IV
Ms. LOURDES V. RODILLA	Administrative Officer IV
Ms. MARIA CRISTINA F. MALACAD	Administrative Officer IV
Dr. ROSENDO E. SANGALANG	Principal IV, Muntinlupa NHS
Dr. ANTONIO B. ROCHA	Principal IV, Pedro E. Diaz HS
Dr. LOUIE M. VALDEZ	OIC, School Head, Muntinlupa BHS Main
	School Finance Officer, MNHS
	School Finance Officer, MNHS
	School Finance Officer, PEDHS
	School Finance Officer, MBHS - Main
	School Property Custodian, MNHS
	School Property Custodian, MNHS
	School Property Custodian, PEDHS
	School Property Custodian, MBHS - Main
	School BAC Secretariat, MNHS
	School BAC Secretariat, PEDHS
	School BAC Secretariat, MBHS-Main
	School PMIS Coordinator, MNHS
	School PMIS Coordinator, PEDHS
	School PMIS Coordinator, MBHS-Main
TWG	
Mr. MARK ANTHONY ANDOR	Administrative Assistant III
Ms. GIZELLE A. ADRIANO	Administrative Aide V
Ms. KATLEEN FABONAN	Administrative Assistant III
Mr. AIDENNEL SEVJUN M. RALA	Administrative Aide VI