



Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



March 12, 2025

DIVISION MEMORANDUM

No. 23, s. 2025

**STRENGTHENING TECHNICAL ASSISTANCE AND ENSURING FULL
IMPLEMENTATION OF THE PROGRAM MANAGEMENT
INFORMATION SYSTEM (PMIS) FOR FY2025**

To: All School Heads of Implementing Units (IUs)
All Members of the Division PMIS Team
All School PMIS Team
All other concerned

1. In line with the recent findings from DepEd Regional Office IX, it has been observed that only 25% of the PMIS (Program Management Information System) process has been complied with by the Implementing Units (IUs) within the Division. This level of compliance is significantly below the required standard, necessitating immediate corrective action.

2. To address this concern, all IUs are mandated to go through the entire PMIS process and ensure 100% compliance. As such, an orientation/workshop will be conducted to discuss the systematic implementation of PMIS and outline the necessary steps to achieve full compliance. The details of the meeting are as follows:

Date: March 27, 2025

Time: 8:00 AM – 5:00 PM

Venue: Division Training Center (DTC), Miputak, Dipolog City

3. All members of the division and school PMIS team of the six (6) IUs (see attached List of Participants) are required to attend and actively participate in this session. The discussion will focus on identifying gaps in PMIS implementation, strengthening adherence to PMIS guidelines, and establishing an accountability framework for 100% compliance.

4. Strict monitoring and evaluation will be enforced to ensure that all processes are properly followed.

5. For information and compliance.


MA. LIZA R. TABILON EdD, CESO V
Schools Division Superintendent



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List of Participants
PMIS Orientation/Workshop for SDO and IUs
March 27, 2025

	Name	Designation
1	Marie Antoinette F. Nazareth	PO III/PMIS Focal
2	Andrew Homil G. Elumbaring	PDO I/PMIS Focal Alternate
3	Luisiano S. Murro, Jr.	SEPS, SMME/PMIS PM
4	Randyl A. Geraga	Budget Officer/PMIS FO
5	Jocel Mhae E. Bantoto	Admin Asst. III/PMIS FO Alternate
6	Rose Kreyed D. Tan	Admin. Asst. III/PMIS-Accounting
7	Shellah Marie T. Pactol	PMIS Focal for CID
8	Sheila Mae E. Idol	PMIS Focal for SGOD
9	Devine P. Rosal	Admin. Aide VI/PMIS Focal for OSDS
10	Rosemabel Jotojot	AO II - ZNNHS
11	June Ritchar Abulon	AO I - ZNNHS
12	Ma. Ellyn Beth Rios	Admin. Asst. III - ZNNHS
13	Jacline Meg Son	Admin. Asst. II - ZNNHS
14	Marie Jane D. Murro	HT II - SNHS
15	Roselyn B. Go	AO II - SNHS
16	Grace S. Buñao	Admin. Asst. II - SNHS
17	Trecia T. Garilao	Admin. Asst. III - SNHS
18	Stephen Goyena	AO II, PNHS
19	<i>School PMIS Team Member</i>	PNHS
20	<i>School PMIS Team Member</i>	PNHS
21	<i>School PMIS Team Member</i>	PNHS
22	Leny D Del Valle	AO II - DCNHS
23	Blezzl Ann B Magnonot	Admin. Asst. III - DCNHS
24	Mariel Gwen L Abarca	Admin. Asst. II - DCNHS
25	Lydith B Jumawan	Admin. Asst. III - DCNHS
26	Jovinyll V. Lanit	HT I - GNHS
27	William M. Refugio	AO II - GNHS
28	Ofelia D. Sigasig	Admin. Asst. III - GNHS
29	Allaine Kristine Q. Rendora	Admin. Asst. II - GNHS
30	Jessica L. Zamoras	Admin. Asst. I - AQUMATSHS
31	Joy Christine D. Mainque	AO II - AQUMATSHS
32	Flordeliz L. Flores	Admin. Asst. III - AQUMATSHS
33	Genevene Garry M. Bongcac	Admin. Asst. II - AQUMATSHS
34	Marlyn A. Doronilla, DM	Regional Planning Officer/PMIS Focal