



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief – Curriculum Implementation Division
Chief – School Governance & Operations Division
Schools Division Research Committee Members (SDRC)
Public Elementary and Secondary School Heads
All others concerned

FROM: **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent

DATE: November 25, 2024

SUBJECT: **CONDUCT OF THE 4TH REGIONAL PLANNING
CONFERENCE (RPC)**



1. Pursuant to Regional Memorandum No. 465, s. 2024 titled "*New Schedule of the 4th Regional Planning Conference*", this office informs the field of the co-hosting of SDO – Nueva Vizcaya in the conduct of the **4th Regional Planning Conference** to be held at **Diamond Jubilee Gymnasium, Saint Louis College of Solano, Solano, Nueva Vizcaya** on **December 1-3, 2024**.

2. The conference aims to:

1. fulfill the objectives outlines in the areas of Educational Research, Data Management Processes, and Strategic and Operational Planning;
2. address the prevailing challenges and gaps within the basic education sector by implementing the MATATAG Agenda alongside its key initiatives;
3. facilitate alignment and communication with Schools Division Offices, Schools, and Community Learning Centers regarding the systems and policy updates crucial for the enactment of educational plans and program; and,
4. provide educational opportunities on relevant topics and emerging trends related to the application of evidence in planning, program, and policy development.

3. Official contestants are expected to be at Solano South Central School at 8:00 – 10:30 AM for the registration and at 1:00 PM at the Diamond Jubilee Gymnasium, Saint Louis College of Solano on December 1, 2024. The first meal to be served is breakfast on December 1, 2024.

4. List of official participants including the program matrix is appended to this memorandum as issued in the Regional Memorandum No. 465, s. 2024.

5. December 1, 2024 (shall be considered compensatory time-off of all concern.)



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

6. There will be a registration fee amounting to P2,500.00 which will cover the meals, snacks, and accommodation of the participants chargeable against MOOE or any local funds subject to the usual accounting and auditing rules and regulations.
7. Expenses to be incurred by the co-host division such as but not limited to food and lodging of the DepEd R02 Officials and external evaluators/facilitators, stage decorations, food during the socialization night, honorarium of the external evaluators and panelists, sounds and lights with LED wall, tokens and among others will be charged to MOOE or any available local funds subject to the usual accounting and auditing rules and regulations.
8. The **best performing committees** of the 4th RPC **are directed to activate their roles and functions**, and **to mobilize their team** to prepare for the said activity. List of the complete-staff-work or the best performing committees is attached to this memorandum for reference.
9. Immediate dissemination of this Memorandum to all concerned is enjoined.

Encl.:

As stated

References:

DepEd Order No. 16, s. 2017
Regional Memorandum No. 436, s. 2024
Regional Memorandum No. 465, s. 2024

4th RPC

REGIONAL PLANNING CONFERENCE

Theme:

Creating Change. Excelling in Research, Data
Management and Strategic Planning
for Quality Basic Education

December 1-3, 2024

Diamond Jubilee Gymnasium,
Saint Louis College of Solano Inc.
Solano, Nueva Vizcaya

PROGRAM OF ACTIVITIES

TIME/DAY	ACTIVITIES	VENUE
DAY 1: December 1, 2024 (Sunday)		
7:00AM – 12:00 NN	Arrival and Registration of Participants/ Distribution of Conference Kits	Solano South Central School
7:00AM – 12:00NN	Arrival and Registration of RWTG Members/ Final Briefing	Solano East Central School
8:00AM – 12:00 NN	Setting-up of SDOs Planning and Research Bazaar	Diamond Jubilee Gymnasium, Saint Louis College of Solano
12:01 – 1:00PM	LUNCH BREAK LUNCH BREAK LUNCH BREAK	
1:01 – 2:30PM	Parade of DepEd Officials, Adjudicators, TWG Members, Participants Opening Program	Diamond Jubilee Gymnasium, Saint Louis College of Solano
2:31– 3:00 PM	Cutting of Ribbon and Gallery Walk on the PAR Bazaar Exhibit Presentation of AVPs	
3:01-5:00PM	Plenary Session A Plenary Session B Plenary Session C Plenary Session D Research Posters and PAR Bazaar Presentations	Diamond Jubilee Gymnasium, Saint Louis College of Solano
5:01 – 10:30 PM	Solidarity Meeting with R02 Top Management Officials, RTWG Members, Research Focal Persons & Planning Officers	Diamond Jubilee Gymnasium, Saint Louis College of Solano
DAY 2: December 2, 2024 (Monday)		
8:00AM – 12:00NN	First Round: Parallel Sessions: Presentation of Research Proposals, Completed Research, Strategic and Operational Plans	Solano East Central School
1:00 – 5:00PM	Second Round: Plenary Sessions: Presentation of Research Proposals & Completed Research	Diamond Jubilee Gymnasium, Saint Louis College
	Strategic and Operational Plans	Solano East Central School (Gabaldon Bldg.)
6:30 PM– 10:00 PM	Socialization Night	Diamond Jubilee Gymnasium, Saint Louis College of Solano
DAY 3: December 3, 2024 (Tuesday)		
8:00AM – 12:00NN	Closing Program	Diamond Jubilee Gymnasium, Saint Louis College of Solano

OPENING PROGRAM (December 1, 2024, 1:00 – 5:00 PM)	
Venue: Diamond Jubilee Gymnasium, Saint Louis College	
Parade of Research Presenters, Strategic and Operational Planners, External Stakeholders and Partners, Regional Research Technical Working Group Members, Planning Officers and DepEd RO2 Officials	
Opening Salvo	<i>NVGCHS SPA Dancers & Tribu Dopaj Street Dancers</i>
Singing of the National Anthem	HIMIG GURO
Prayer	
Recitation of the NQMS Policy Statement	MELANY M. ASUNCION PhD Education Program Supervisor
Welcome Greetings	ADONIS C. CEPEREZ EdD, CESE Assistant Schools Division Superintendent
Opening Remarks	FLORANTE E. VERGARA, CESO V Assistant Regional Director
Presentation of the Participants	ROMULO S. ANCHETA PhD Chief – School Governance & Operations Division
Statement of the Objectives	FRANCIS DEO T. VENTURA PhD Chief, Policy Planning and Research Division
Intermission Number	SPECIAL PROGRAM OF THE ARTS STUDENTS Nueva Vizcaya General Comprehensive High School
Messages	HON. ATTY. PHILIP A. DACAYO Municipal Mayor, Municipality of Solano HON. ATTY. JOSE “JING” V. GAMBITO Governor, Province of Nueva Vizcaya
Introduction of the Keynote Speaker	ORLANDO E. MANUEL PhD, CESO V Schools Division Superintendent
Keynote Speaker	BENJAMIN D. PARAGAS PhD, CESO III Regional Director, DepEd R02
Intermission Number	Ukelele Ibaloi Learners Kayapa Central School, Kayapa West District
Cutting of Ribbon	RO2 Top Management Officials, PAR Bazaar and Poster Presenters, Planning Officers & Research Focal Persons
Introduction of the Plenary Speakers	Alyzza Mae B. Marquez, RTWG Member Christian Paul R. Gangan, RTWG Member
First Plenary Speaker	<i>Effective Research Dissemination and Publication</i> DR. JANDY S. DANZALAN
Second Plenary Speaker	<i>Harmonizing Quality Basic Education and Higher Education Through Research and Innovation</i> JESSIE PASCUAL P. BITOG
Intermission Number	Dupax Del Sur Arts Guild Dupax del Sur National High School
Third Plenary Speaker	<i>Utilization of Research in Strengthening the MATATAG Curriculum Implementation</i> DR. SAMUEL R. SOLIVEN
Fourth Plenary Speaker	<i>Research Ethics</i> RENE MARLON B. PANTI

SOCIALIZATION NIGHT (December 2, 2024, 6:00 – 10:30 PM) Venue: Diamond Jubilee Gymnasium, Saint Louis College	
Zumba for All	Solano High School Teachers
Nationalistic Song	HIMIG GURO
Prayer	HIMIG GURO
Opening Remarks	ADONIS C. CEPEREZ EdD, CESE Assistant Schools Division Superintendent
Message	HON. ATTY. PHILIP A. DACAYO Municipal Mayor, Municipality of Solano
Dance for All	Regional and Division Top Officials RTWG Members and Focal Persons
Introduction of the Board of Judges and Reading of Contest Mechanics	MARK ANTHONY I. GANO PhD Head Teacher I, Division Research Technical Working Group Member
Zumba Dance	SDO 1, 2, 3, and 4
Recognition of Special Awardees	MARIA DIGNA A. TURINGAN Education Program Supervisor, PPRD FRANCIS DEO T. VENTURA PhD Chief, Policy Planning & Research Division
Zumba Dance	SDO 5, 6, 7, 8, and 9
Recognition of Special Awardees	MARIA DIGNA A. TURINGAN Education Program Supervisor, PPRD FRANCIS DEO T. VENTURA PhD Chief, Policy Planning & Research Division
Awarding of Best in Denim Attire	MARK ANTHONY I. GANO PhD, HT I JEFFREY D. BAYBAYAN, TIII
Dance for All	Participants
Awarding of Winners For Zumba Dance Contest	FRANCIS DEO T. VENTURA PhD Chief, Policy Planning & Research Division ORLANDO E. MANUEL PhD, CESO V Schools Division Superintendent ADONIS C. CEPEREZ EdD, CESE Assistant Schools Division Superintendent
Dance for All	Participants
Closing Remarks	ORLANDO E. MANUEL PhD, CESO V Schools Division Superintendent
Dance for All	Participants

CLOSING PROGRAM (December 3, 2024) Venue: Diamond Jubilee Gymnasium, Saint Louis College	
Nationalistic Song	HIMIG GURO
Prayer	
Impressions	MARIO S. ASCUETA Public Schools District Supervisor, SDO Cagayan VICENTE B. SACALAMITAO Public Schools District Supervisor, SDO Quirino
Words of Commitment	JOY P. HERMOSURA RTWG Member, SDO Santiago City TIMOTEO H. BAHIWAL Planning Officer III, SDO Isabela
Words of Challenge	FLORANTE E. VERGARA, CESO V Assistant Regional Director, DepEd R02
Awarding of Certificates & Plaque of Recognition	
Closing Remarks	ORLANDO E. MANUEL PhD, CESO V Schools Division Superintendent
Turnover Ceremony to the Next Host Division	ORLANDO E. MANUEL PhD, CESO V Schools Division Superintendent SDO Nueva Vizcaya FLORDELIZA C. GECOBÉ PhD, CESO V Schools Division Superintendent SDO Santiago City
<i>Masters of Ceremonies</i> Opening Program Alyzza Mae B. Marquez , RTWG Member Christian Paul R. Gangan , RTWG Member Socialization Night Joeffrey D. Baybayan , Teacher III, Quezon NHS Final Round/Plenary Session Donita-Jane C. Dolotina , RTWG Member Closing Program Aruel F. Delim Jr. , RTWG Member Khaycee M. Cerna , PPRD Staff	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

BEST PERFORMING COMMITTEES for the Co-Hosting of the 4th REGIONAL PLANNING CONFERENCE

Committee on Accommodation, Ways and Means, and Food		Functions
Chairperson	Marites E. Vidad Administrative Officer V	1. To manage the logistics on accommodation, food and tokens for the top management officials (RD, ARD, SDSs, ASDSs,) and external partners and evaluators. 2. To facilitate the transportation of the external partners; 3. To create a team to assist the committee on the expected tasks and deliverables.
Co-Chair	Romulo S. Ancheta PhD Chief-SGOD	
Members	Supply Office/OSDS-BALITA BAC Secretariat	
Committee on Registration and Attendance		
Chairperson	Marites E. Vidad Administrative Officer V OIC - Cashier	1. To serve as the registration and attendance secretariat during the RPC. 2. To receive the payment of the participants and to issue receipts and certificate of appearance.
Co-Chair	Rosula M. Balberan Administrative Officer II	
Members	Personnel in the Cashier's Office	
Committee on Programs, Letters and Invitations		
Chairperson	Rommel S. De Gracia PhD SEPS-Planning & Research	1. To prepare and layout the program of invitation. 2. To distribute the programs, communication/letters to people concerned.
Co-Chair	Marianne C. Eugenio PhD SEPS HRD	
Members	PAR and HRD Personnel	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

Committee on the Parallel Sessions/Contests Venues		
Chairperson	Imelda A. Moreno PSDS, Solano I District	1. To prepare the venue for the RPC - parallel sessions - billeting quarters for RTWG - plenary for Strat Plan 2. Co-host the readiness assessment
Co-Chair	Gemma N. Sta. Ines PIII, Solano East Central School	
Members	Solano East CS Teachers	
Committee on CERTIFICATES/CONFERENCE IDs/CONFERENCE KITS		
Chairperson	Gaye E. Castillo Supply Officer	1. To prepare the Purchase Requests and Canvass forms for the food, conference kits and other materials needed relative to the activity.
Co-Chair	Romeo Emmanuel Yarcia II Planning Officer III	
Members	Supply Office	
Committee on DOCUMENTATION and PUBLICATION		
Chairperson	Dindo John A. Moreno PhD EPS - LRMD C	1. To document the activity and to assist the Regional Committee on Publication. 2. To issue daily activity of the RPC through NOVOZINE. 3. To create pool of writers and documenters for the program.
Co-Chair	Chester Cortez Librarian II	
Members	RTWG Members Aruel F. Delim Jr Leonard Francis T. Jasmin PhD Jayson D. Velasco DIT Edgar V. Dela Rosa Jr PhD Den Mark C. Lorenzo	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

Committee on Program Venue/Hall Preparation, Stage Decoration and Restoration		
Chairperson	Cesario C. Mariano EdD PSDS, Solano II District	1. To prepare the RPC program venue (plenary). 2. Create team or manpower to decorate the plenary hall (stage, photo booth, signages, seating arrangement, tables for the VIP, etc) 3. Create pool of team for the restoration.
Co-Chair	Trinidad B. Logan PhD Principal IV, Solano HS	
Members	Solano High School Teachers	
Committee on Billeting Quarters		
<i>Chairperson</i>	Cesario C. Mariano EdD PSDS, Solano II District	1. To prepare complete and presentable beddings for the participants. 2. To provide assistance to the participants in the billeting quarters. 3. Coordinate with the BTC administrator and PSDS of Bagabag 1 and 2 for the beddings.
<i>Co-Chair</i>	Maggie Ronalyn Y. Bacani EdD PII, Solano South CS	
<i>Members</i>	Solano II District School Heads	
Committee on Sounds and Lightings		
Chairperson	Ezekel C. Garing Information Technology Officer I	1. To assist the operators in the sounds and lightings system in the venue (plenary halls).
Co-Chair	Howard Francois V. Doles ITO Assistant	
Members	ICT Officers/TWGs	
Committee on Research and Development Projects Display (Booths to showcase development projects like research, investigatory projects, indigenized and localized instructional materials, etc...)		
Chairperson	Maricel S. Franco PhD, CESE	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

	CID Chief	1. To quality assure and to showcase the development projects (innovations, instructional materials, investigatory projects) and completed researches of the Division.
Co-Chair	Bermelita Gullermo PhD EPS -LRMDC	
Members	Learning Area Supervisors and Public Schools District Supervisors/DICs	
Committee on Research Booth Display		
Chairperson	Cesario C. Mariano EdD PSDS, Solano II District	1. To prepare the booth display for the 9 divisions -1 table per Division -1 small booth of same size per division -ornamental plants for the bazaar 2. Create manpower to assist in the preparation of the booths
Co-Chair	Belinda L. Dulay PI, Solano West ES	
Members	Solano II District School Heads	
Committee on Multimedia Presentations		
Chairperson	Ezekel C. Garing Information Technology Officer I	1. To give assistance to the participants in their presentations and be the ICT in-charge in the assigned room (parallel sessions). 2. To bring 1 laptop, 1 LCD and projection screen and extension cord (per coor.) 3. To assist operators in the AVP presentations during the plenary session. 4. To capture and issue daily AVP presentations of the said event.
Co-Chair	Howard Francois V. Doles ITO Assistant	
Members	ICT Coordinators (1 ICT Coordinator per parallel session/room)	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

Committee on Peace and Order, Traffic & Parking Management		
Chairperson	Orlando D. Vicente PhD EPS-TLE	1. To keep the security of the participants in the activity and the participants in the billeting quarters. 2. To manage the traffic flow during the activity. 3. To coordinate with BLGU/MLGU for the traffic management support.
Co-Chair	Roscoe N. Gacusana EdD SEPS-SMAN Alvin G. Culanag PIV, KNAS	
Members	NVASSP Officers (Gentlemen)	
Committee Health and Sanitation		
Chairperson	Dr. Ryan Christopher Buccat Medical Officer III	1. To give medical assistance to participants in the activity and billeting quarters. (Nurses will be deployed and will have their rotating duties at the billeting quarters)
Co-Chair	Dra. Epifania Tumaliuan	
Members	School Health and Nutrition Section	
Committee In-Charge for the Tokens of the Participants		
Chairperson	Edward A. Santiago PSDS, Bambang II	1. To prepare tokens for the participants of the RPC and to be distributed on the 3 rd day (closing program). 2. To assign districts to each of the 9 Division for the tokens.
Co-Chair	Merlyn Abat PSDS, Bayombong I	
Members	PSDSs/DICs	
Committee on Communications for Guests (PLGU and MLGU Solano)		
Chairperson	Romulo S. Ancheta PhD SGOD Chief	1. To craft letters and communications to speakers, stakeholders, PLGU and MLGU.
Co-Chair	Rommel S. De Gracia	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

	SEPS-PAR	
Members	PAR ang HRD Personnel	
Committee on Ushers and Usherettes (Including Lei Preparation)		
Chairperson	Imelda A. Moreno PSDS, Solano I District	1. To assist the participants in the venue and to give leis on the participants.
Co-Chair	Lourdes T. Jasmin PII, Bangar ES, Concepcion ES	2. To prepare leis for the participants, RD, ARD, SDSs, ASDSs
Members	Solano I District School Heads	3. To create pool of ushers and usneretes.
Committee on Entertainment (Including the Socialization Night)		
Chairperson	Roger S. Sebastian PhD EPS – Filipino	1.To manage the program flow during the socialization night and the opening program
Co-Chair	Ronaldo James PIV, Santa Fe NHS Chester C. Cortez Librarian II	2. To identify presenters for intermission number during the said activity.
Members	Koro Maestro	
Committee on Monitoring and Evaluation		
Chairperson	Noli Mar N. Navarro EdD SEPS - SMME	1. To conduct program evaluation of the RPC
Co-Chair	Jayson D. Velaso DIT HT III	2. To prepare and issue M&E report/results of the RPC.
Members	QUAME Associates	



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

Committee on Promotional AVPs		
Chairperson	Francis Leonard T. Jasmin PhD PI, Kakiduguen ES	1. To prepare SDO AVP promotional video, RMG Implementation 2. To present the AVPs during the program
Co-Chair	Francis Ramos , MT II Den Mark C. Lorenzo , TIII	
Members	RRTWG Members	
Stage Directors		
Chairperson	Melany M. Asuncion PhD EPS SGOD	1. To manage the program flow for the opening, socialization and closing.
Co-chair	Mark Anthony I. Gano PhD Head Teacher I	

PROGRAM MANAGEMENT TEAM

Orlando E. Manuel PhD, CESO V, Schools Division Superintendent – Adviser/Consultant
Adonis C. Ceperez EdD, CESE, Assistant Schools Division Superintendent – SDRC Chair/Consultant
Romulo S. Ancheta PhD, Chief, SGOD – Member
Maricel S. Franco PhD CESE, Chief CID – Member
Marites E. Vidad, Administrative Officer V, Member
Atty. Julius Caesar G. Domingo CPA, Attorney III/ Legal Officer
Emerson B. Balot CPA, Accountant III, Member
Jeassel J. Alayo, Budget officer, Member
Rommel S. de Gracia PhD, SEPS Planning and Research– Program Focal
Romeo Emmanuel C. Yarcia, Planning Officer III – Program Focal



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

SHNU NURSE ON DUTY FOR RPC (December 1-3)

DAY DUTY (7am - 6pm)

DEC 1 (Sunday) 10am-6pm

1. Solano East
 - a. Marilou Roderos
 - b. Shiela Zapata
2. Solano South
 - a. Epifania Tumaliuan
 - b. Jennifer Sano

DEC 2 (Monday)

1. SLC Gym
 - a. Lovelyn Cambaliza
 - b. Phil Madeliene D. Panganiban
 - c. May Antoinette G. Ang
 - d. Cladelsil Marie D. Vitalista

DEC 3 (Tuesday)

1. SLC Gym
 - a. Hazel Arreo
 - b. Jonel G. Avanzado
2. Solano East
 - a. Tricia Ma Pascua
 - b. Marie Angelie S. Felipe

NIGHT DUTY (6pm - 7am)

DEC 1-2

1. Solano East
 - a. Julius Panganiban
 - b. Rodolfo Marinas Jr.
2. Solano South
 - a. Wilson Hindac
 - b. Marvin Quiambao

DEC 2-3

1. Solano East
 - a. Wilson Hindac
 - b. Amante Afan
2. Solano South
 - a. Julius Panganiban
 - b. Rodolfo Marinas Jr