



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF PAMPANGA

November 7, 2025

DIVISION MEMORANDUM

No. 691, s. 2025

**PROFILING OF SCHOOL-BASED PROJECT DEVELOPMENT OFFICERS I (PDO I)
AND REGISTERED GUIDANCE COUNSELORS (RGCs) IN PUBLIC SCHOOLS
OF SDO PAMPANGA**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the School Governance and Operations Division – Youth/Learner Formation Unit, conducts the **Profiling of School-Based Project Development Officers I (PDO I) and Registered Guidance Counselors (RGCs)** in all public schools under the Schools Division Office of Pampanga.
2. This activity aims to establish a comprehensive database of Project Development Officers and Registered Guidance Counselors assigned in schools. The data gathered will serve as a reference in identifying personnel who may be tapped for division-led activities, as well as potential participants for relevant capacity-building initiatives.
3. In line with this, the following school-based personnel from both public elementary and secondary schools are directed to accomplish the profiling form:
 - a. Project Development Officers I;
 - b. Guidance Counselors with Plantilla positions; and
 - c. Registered Guidance Counselors holding other teaching or non-teaching Plantilla positions.
4. All concerned are required to accomplish the online form on or before **November 14, 2025** through the following link:

<https://tinyurl.com/Profiling-RGCs-PDOs>

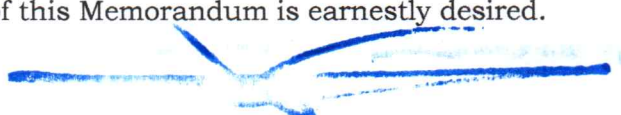


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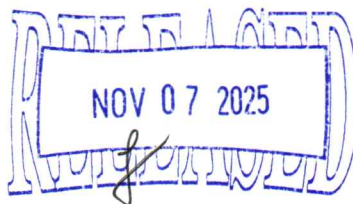


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5. For more information or any concerns, please contact Chesca Marie M. Soliman, Division Youth/Learner Formation Coordinator, via email at chescamarie.soliman@deped.gov.ph or by phone at (045) 961 5262.
6. Wide and immediate dissemination of this Memorandum is earnestly desired.


ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

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