Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

September 22, 2026

DIVISION MEMORANDUM
No. 560, s. 2026

ADDENDUM TO DIVISION MEMORANDUM NO. 521, S. 2026 RE: SCHOOL HEADS PLANNING CONFERENCE FOR FY 2027

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. Relative to Division Memorandum No. 521, s. 2026 entitled **"School Heads Planning Conference for FY 2027,"** scheduled on September 24–25, 2026, this Office hereby announces additional information and updates concerning the conduct of the activity. The original memorandum provides that the venue shall be announced through a separate communication.

2. The School Heads Planning Conference for FY 2027 shall be held at **City Sanctuary Convention Center, Eastgate, City of San Fernando, Pampanga** on September 24–25, 2026.

3. To provide administrative and medical assistance throughout the activity, the following personnel are designated as HR Fellows and Nurses-in-Charge on the dates indicated:

DATE	HR FELLOW	NURSES
DAY 1 (September 24, 2026)	**Nerisse Nicole B. Torres** EPS-II SMM&E	**Maria Hazel G. Mallari** **Marites S. Castro** **Jeffrey L. Jiao** **Jayson Philip L. Bacani**
DAY 2 (September 25, 2026)	**Ador P. Layug** School Head- Batang II Integrated School **Leo Francis R. Dilag** School Head-Sto. Rosario Elementary School	**Karl Andrew C Samson** **Austin Pasamonte** **Jethro Pena** **Jerson Dagami**

4. The updated activity matrix is attached as Annex A

Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
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5. Participants are highly encouraged to arrive earlier than the scheduled start of the program to allow sufficient time for registration, settling in, and breakfast. Breakfast shall be available prior to the commencement of the scheduled activities. Participants are encouraged to take advantage of this arrangement to help ensure the timely and orderly start of the conference.

6. The program proper shall commence strictly at the time indicated in the approved activity matrix. Participants are therefore requested to be seated and ready before the start of the first scheduled activity.

7. All other provisions of the previously issued memorandum shall remain in full force and effect.

8. Immediate and widest dissemination of this Memorandum is desired.

ROMEO M. ALIP PhD, CESO V
Schools Division Superintendent

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SEP 23 2026

Annex A:

SCHOOL HEADS PLANNING CONFERENCE FOR FY 2027

Activity Matrix

TIME	ACTIVITY	RESPONSIBLE PERSON/UNIT
DAY 1		
7:30 - 8:30	Arrival and Registration	TWG
8:30 – 9:00	Opening Program	**HR Fellow**
9:00 – 10:00	Ethical and Results-Based Public Budgeting (Part 1)	**THELMA ABIGAIL N. MACALINO** **Department of Budget and Management** Acting Supervising Budget and Management Specialist
10:00 – 10:15	**Health Break**	
10:15 – 11:15	Ethical and Results-Based Public Budgeting (Part 2)	**ALEXIS M. GUTIERREZ** **Department of Budget and Management** Budget and Management Specialist I
11:15 – 12:15	SDO Pampanga Strategic Directions	**MIKAEL SANDINO T. ANDREY, PhD, CESE** OIC-Assistant Schools Division Superintendent
12:15 – 1:15	**LUNCH BREAK**	
1:15 – 2:45	DepEd Horizon: Charting Paths, Transforming Futures	**ARCELI S. LOPEZ, PhD** Chief - SGOD
2:45 – 3:00	**Health Break**	
3:00 – 4:30	Vertical Alignment of Education Plans	**GEORGE JOSE MARIA C. GUILAS** Senior Education Program Specialist
4:30 – 5:00	Day 1 Synthesis and Planning Guidance	**ROBIN D. PEREZ** Planning Officer III

DAY 2		
7:30 – 8:00	Arrival	TWG
8:00 – 8:30	Preliminaries	**HR Fellow**
8:30 – 9:30	Operational Plan of the Schools Governance and Operations Division	**ARCELI S. LOPEZ, PhD** Chief - SGOD
9:30 – 10:30	Operational Plan of the Curriculum Implementation Division	**CELIA R. LACANLALE, PhD** Chief - CID
10:00 – 10:15	**Health Break**	
10:45 – 11:45	Operational Plan of the Office of the Schools Division Superintendent	**ATTY. ARNOLD ADELO OBILLOS** Legal Officer
11:45 – 12:15	Budget Preparation and Plan-Budget Alignment	**REMEDIOS M. BACANI** Budget Officer III
12:15 – 1:15	**LUNCH BREAK**	
1:15 – 1:45	Financial Documentation, Recording, Reporting, and Liquidation	**ERWIN M. CRUZ, CPA** Accountant III

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1:45 – 2:45	Stakeholder Engagement and Partnership Mobilization	**RODERICO B. CAYANAN / DOROTEA D. SOLIMAN** Social Mobilization and Networking
2:45 – 3:15	Monitoring and Evaluation Plan	**MICHELLE D. MEJIA** Senior Education Program Specialist
3:00 – 3:15	**Health Break**	
3:15 – 4:30	Accomplishment of WFP and Ways Forward	**ROBIN D. PEREZ** Planning Officer III
4:30 – 5:00	Commitment Setting and Closing	TWG