



Republic of the Philippines  
Department of Education

Region V

SCHOOLS DIVISION OF SORSOGON PROVINCE  
Sorsogon

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January 5, 2026

Division Memorandum  
No. 06, s. 2026

**REPORTING SCHEDULE OF PUBLIC SCHOOLS DISTRICT  
SUPERVISORS (PSDS/OICS) IN THE OFFICE OF THE CURRICULUM  
IMPLEMENTATION DIVISION**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID, SGOD  
Education Program Supervisors/ Division Coordinators  
Public Schools District Supervisors/ OIC-PSDSs  
Elementary/Secondary School Heads  
All Other Concerned

1. This memorandum is issued consistent with existing laws, rules, and issuances governing the functions and the organizational placement of the Public Schools District Supervisors (PSDS) in the Curriculum Implementation Division (CID). Pursuant to CSC Resolution No. 1600324, s. 2016, which updated the qualification standards for PSDS position, the PSDS is explicitly recognized as a unique position under the DepEd rationalized structure and clearly affirms that PSDS shall be part of the Curriculum Implementation Division.
2. Further, RA 9155 (Governance of Basic Education Act 2001) defines the roles responsibilities of education supervisors, including the PSDS, which primarily instructional and curriculum-related in nature.
3. In view of the foregoing, the placement of the PSDS in the Curriculum Implementation Division is consistent with the existing policy issuances and legal mandate, and is necessary to strengthen instructional supervision, curriculum monitoring, and evaluation, and technical assistance in support of improved learning outcomes, and ensure the effective implementation of curricular and instructional programs, all Public Schools District Supervisors (PSDS and OICs) are hereby directed to observe the following weekly reporting and monitoring schedule:



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4. For two (2) working days per week the assigned- PSDSs shall report to the Curriculum Implementation Division (CID) Office to work collaboratively with the Education Program Supervisors (EPS). Activities during these days shall include planning, analysis of monitoring results, coordination of instructional initiatives, consolidation of reports.

5. For three (3) working days per week – PSDS shall be assigned to monitor schools within their respective districts to ensure that curricular and instructional programs are properly implemented and that timely and appropriate technical assistance is extended to school heads and teachers based on identified needs.

6. PSDS/OICs who are scheduled to report to the Curriculum Implementation Division (CID) shall attend the regular Monday Flag Raising Ceremony and attend to assigned administrative tasks, as well as address urgent matters that require immediate attention, as necessary.

7. This arrangement aims to promote a balanced approach between office-based collaboration and field-based instructional supervision, thereby strengthening support mechanisms for schools and improving teaching and learning outcomes. The Curriculum Implementation Division (CID) shall oversee the implementation of this directive and issue specific schedules and further guidelines as necessary.

8. Reporting Schedule of PSDSs is stated as Enclosure NO. 1 to this Memorandum.

9. Travel expenses relative to this activity shall be charged against the division local funds/MOOE, while per diem allowance will be granted in accordance with the current guidelines subject to usual accounting and auditing rules and regulations

10. Widest dissemination of and compliance with this memorandum are enjoined

11. For guidance and strict compliance.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No. \_\_\_\_\_, s. 2026

**REPORTING SCHEDULE OF PUBLIC SCHOOLS DISTRICT SUPERVISORS (PSDS/OICS) IN THE OFFICE OF THE  
CURRICULUM IMPLEMENTATION DIVISION**

<b>DISTRICT</b>	<b>PSDSs/OIC-PSDSs</b>	<b>POSITION</b>	<b>DATE (1st day)</b>	<b>DATE (2nd day)</b>	<b>DATE (3rd day)</b>	<b>DATE (4th day)</b>
BARCELONA DISTRICT	GLORIA REYMUNDO	PRINCIPAL III / OIC-PSDS	January 12, 2026	January 13, 2026	January 30, 2026	February 02, 2026
BULAN I DISTRICT	REMUS H. ZUNIGA	OIC-PSDS	January 14, 2026	January 15, 2026	February 17, 2026	February 18, 2026
BULAN II DISTRICT	LIZA M. ENOLVA	PRINCIPAL II	January 16, 2026	January 19, 2026	February 11, 2026	February 12, 2026
BULAN III DISTRICT	ISAIAS A. BERMAS	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 20, 2026	January 21, 2026	February 17, 2026	February 18, 2026
BULAN IV DISTRICT	CRISTINA G. DEDASE	PRINCIPAL II	January 26, 2026	January 27, 2026	January 30, 2026	February 02, 2026





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BULUSAN DISTRICT	NICOLAS E. FREO	PRINCIPAL I/ OIC-PSDS	January 22, 2026	January 23, 2026	February 09, 2026	February 10, 2026
CASIGURAN DISTRICT	LUCY HAMOR	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 20, 2026	January 21, 2026	February 05, 2026	February 06, 2026
CASTILLA EAST DISTRICT	MARITES JESALVA	P-III / OIC-PSDS	January 14, 2026	January 15, 2026	February 11, 2026	February 12, 2026
CASTILLA SOUTH DISTRICT	GENELITA A. NANTIZA	PRINCIPAL III / OIC-PSDS	January 28, 2026	January 29, 2026	February 17, 2026	February 18, 2026
CASTILLA WEST DISTRICT	ARNOLD M. PERALTA	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 16, 2026	January 19, 2026	February 13, 2026	February 16, 2026
DONSOL EAST I DISTRICT	FRANSZHEL RAZO	PRINCIPAL III / OIC-PSDS	January 12, 2026	January 13, 2026	February 03, 2026	February 04, 2026
DONSOL EAST II DISTRICT	EUTEQUIO B. ARIAS II	PRINCIPAL I	January 14, 2026	January 15, 2026	February 09, 2026	February 10, 2026



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DONSOL WEST I DISTRICT	CARMEN NOTARIO	PRINCIPAL III	January 16, 2026	January 19, 2026	February 05, 2026	February 06, 2026
DONSOL WEST II DISTRICT	CORAZON A. MONTILLA	PRINCIPAL I/ OIC-PSDS	January 20, 2026	January 21, 2026	February 11, 2026	February 12, 2026
GUBAT NORTH DISTRICT	EDUARDO A. POLLARCA	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 28, 2026	January 29, 2026	February 05, 2026	February 06, 2026
GUBAT SOUTH DISTRICT	EDDIE P. SABABORO	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 22, 2026	January 23, 2026	February 03, 2026	February 04, 2026
IROSIN I DISTRICT	ELMO B. LINZO	PRINCIPAL I/ OIC-PSDS	January 12, 2026	January 13, 2026	February 05, 2026	February 06, 2026
IROSIN II DISTRICT	HAZEL O. GARRIDO	OIC-PSDS	January 14, 2026	January 15, 2026	February 13, 2026	February 16, 2026
JUBAN DISTRICT	VENUS MATUBA	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 20, 2026	January 21, 2026	January 30, 2026	February 02, 2026

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MAGALLANES NORTH DISTRICT	MANUEL V. ESTERA	SCHOOL PRINCIPAL II / OIC-PSDS	January 26, 2026	January 27, 2026	February 11, 2026	February 12, 2026
MAGALLANES SOUTH DISTRICT	MARISSA G. BENDICIO	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 28, 2026	January 29, 2026	February 17, 2026	February 18, 2026
MATNOG I DISTRICT	ADRIAN ENERIA	PRINCIPAL I / OIC-PSDS	January 22, 2026	January 23, 2026	February 03, 2026	February 04, 2026
MATNOG II DISTRICT	ROWENA G. MANCION	PRINCIPAL III	January 28, 2026	January 29, 2026	February 13, 2026	February 16, 2026
PILAR I DISTRICT	SHIERYL B. GUARTE	PRINCIPAL III	January 22, 2026	January 23, 2026	February 09, 2026	February 10, 2026
PILAR II DISTRICT	BEVELYN C. CARAMOAN	PRINCIPAL II	January 26, 2026	January 27, 2026	February 03, 2026	February 04, 2026
PILAR III DISTRICT	VICENTE NOCOS JR	PUBLIC SCHOOLS DISTRICT SUPERVISOR	January 12, 2026	January 13, 2026	January 30, 2026	February 02, 2026

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PTO. DIAZ DISTRICT	FERDINAND E. HAMOR	PRINCIPAL III/ OIC-PSDS	January 16, 2026	January 19, 2026	February 09, 2026	February 10, 2026
STA. MAGDALENA DISTRICT	GRACE IMELDA HUAB	PRINCIPAL III/ OIC-PSDS	January 26, 2026	January 27, 2026	February 13, 2026	February 16, 2026