



Republic of the Philippines  
Department of Education  
Region VIII  
SCHOOLS DIVISION OF TACLOBAN CITY

January 2, 2025

**DIVISION MEMORANDUM**

No. 005 s. 2025

**2<sup>nd</sup> MOCK VALIDATION OF MOVS FOR THE CY 2024 SDO OPCRF**

**To: Office of the OSDS  
Office of the CID  
Office of the SGOD  
All others concerned**

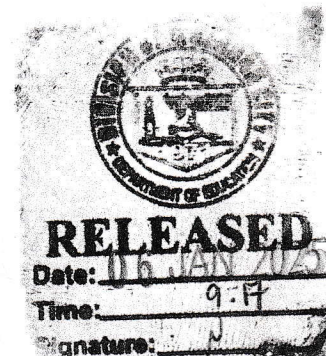
1. In preparation for the appropriate and complete set of MOVs/portfolio for the CY 2024 OPCRF validation and in compliance to DepEd Order 02s. 2015, this office through the School Governance and Operations Division (SGOD) announces the **2<sup>nd</sup> mock validation on January 8, 2025 in the following venues:**

Activity	Venue	Time
OSDS	SDO conference Room	9AM - 5PM
CID	CID office	9AM - 5PM
SGOD	SGOD office	9AM - 5PM

2. This activity aims to polish and secure the appropriateness and compliance to **quality, efficiency and timeliness** of the MOVs of the concerned personnel/office.
3. The participants of this activity are all the unit heads/representatives of the following offices.

**OFFICE OF THE SGOD PARTICIPANTS**

- a. DRRM
- b. YFD
- c. Soc. Mob
- d. Educational Facilities
- e. HNU - Dental
- f. HNU - Medical
- g. HRD
- h. Planning and Research



- i. EPS – PAPs
- j. M&E

**OFFICE OF THE CID PARTICIPANTS**

- a. EPS
- b. PSDS
- c. ALS
- d. LRMS

**OFFICE OF THE OSDS PARTICIPANTS**

- a. Legal
- b. Budget
- c. Cashier/Cash
- d. Supply
- e. Admin.
- f. Accounting
- g. Records
- h. ITO
- i. HRMO
- j. PMT
- k. BAC Sec. /BAC representative

4. The validating teams are composed of the following:

**SGOD**

- 1. Dr. Melanie D. Escobarte - Chairman
- 2. Dr. Delilah M. Delos Santos - Member
- 3. Mr. Angelo V. Alcaraz - Member
- 4. Manolito C. Bolpa - Team Encoder

**CID**

- 1. Mr. Mark Chester Anthony G. Tamayo - Chairman
- 2. Dr. Juliet L. Lim - Member
- 3. Dr. Ronald B. Llaneta - Member
- 4. Dr. Bernaldo Basiano - Member
- 5. Dr. Joelma I. Dagami - Member
- 6. Ms. Marian Dawn Lee - Team Encoder

**OSDS**

- 1. Mr. Francisco A. Anchojas - Chairman
- 2. Ms. Naisy M. Brosas - Member
- 3. Mr. Rodel R. Naval - Member
- 4. Ms. Helen Gonzaga/  
Ms. Maria Nessa L. Homeres - Member
- 5. Mr. Edgar Homerez - Team Encoder

5. The role of the chairman of each team, the members and encoders shall be discussed by the overall chairman of this activity in the plenary session 1 hour before the validation proper/breakout session.
6. All participants mentioned in Paragraph 3 shall attend the plenary session at the SDO conference room during the orientation at 8:30AM - 9:00AM.
7. For those participants who already attended the 1st mock validation on December 19, 2024, they are no longer obliged to attend the 2nd mock validation orientation, but they have to ensure the completeness of their MOVs before the 1st inventory on January 13, 2025.
8. For your guidance.

*Sherlita*  
SHERLITA A. PALMA, EdD, CESO VI  
JOIC- Schools Division Superintendent *SP*

Enclosure:  
Reference: DepEd Order No 2, s. 2015