



Republic of the Philippines
Department of Education
 Region XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

March 4, 2026

DIVISION MEMORANDUM

SGOD-2026-118

To : Assistant Schools Division Superintendent
 Division Chiefs
 Education Program Supervisors
 Public School District Supervisors
 Public School Heads
 Public School Teachers
 All Others Concerned

Subject: **COMPOSITION AND DESIGNATION OF THE REGIONAL OFFICE PERSONNEL DEVELOPMENT COMMITTEE (ROPDC)**

1. This is in reference to Regional Memorandum HRDD-2026-048 dated February 23, 2026, signed by Allan G. Farnazo, Director IV, re: **Composition and Designation of the Regional Office Personnel Development Committee (ROPDC)**, in accordance with CSC Memorandum Circular No. 10, s. 1989 and MC No. 43, s. 1993 on the establishment of a Personnel Development Committee, the Regional Office strengthens the composition of the Regional Office Development Committee (ROPDC).
2. In support thereof, the Regional National Educators Academy of the Philippines (RNEAP), as the training arm of the Department, upholds the provisions of Excellence in Teacher Education Act in delivering and ensuring access to quality professional development programs for in-service teachers, school leaders, and other teaching-related personnel. Accordingly, the Regional Office Personnel Development Committee (ROPDC) shall be composed of the following officials and personnel, who are hereby designated to serve in their respective capacities:

Chairperson	Allan G. Farnazo , Director IV
Vice Chairperson	Rebonfamil R. Baguio , Assistant Regional Director
Members	Nelmalyn R. Barnija , CES, HRDD-RNEAP
	Lorenza C. Pitulan , Attorney IV, ORD-LU
	Roy T. Enriquez , CAO, AD
	Loradel Baricua , CAO, FD
Secretariat	Mariane B. Tubo , EPS II, HRDD
	Leonard Ray Castillon , EPS II, HRDD
	Janice T. Gamalong , SAO, AD

3. Refer to the enclosures for other relevant details.
4. Immediate dissemination and compliance with this Memorandum are hereby directed.

DepEd Schools Division of Digos City
 RECORDS SECTION

RELEASED
 DATE: 04 MAR 2026 TIME: 7:40p
 BY:

Enclosed: As stated.
 SGOD

For and in the absence of the
 Schools Division Superintendent

SOLLIE B. OLIVER, JD, MATE
 Chief Education Supervisor-SGOD
 Officer In-Charge





Republic of the Philippines
Department of Education
 DAVAO REGION

121696



February 23, 2026

REGIONAL MEMORANDUM
 HRDD-2026-048

COMPOSITION AND DESIGNATION OF THE REGIONAL OFFICE
 PERSONNEL DEVELOPMENT COMMITTEE (ROPDC)

To: Assistant Regional Director
 Schools Division Superintendents

1. Pursuant to DM-OULS-2026-018 dated January 19, 2026, on the Guidelines on Ensuring Effective Management of NEAP Scholarship Processes, and in accordance with CSC Memorandum Circular No. 10, s. 1989 and MC No. 43, s. 1993 on the establishment of a Personnel Development Committee, this Office hereby strengthens the composition of the Regional Office Personnel Development Committee (ROPDC). This action is intended to further enhance the planning, coordination, implementation of professional development programs across the Region, ensuring alignment with established policies and standards.

2. In support thereof, the Regional National Educators Academy of the Philippines (RNEAP), as the training arm of the Department, upholds the provisions of Excellence in Teacher Education Act in delivering and ensuring access to quality professional development programs for in-service teachers, school leaders, and other teaching-related personnel. Accordingly, the Regional Office Personnel Development Committee (ROPDC) shall be composed of the following officials and personnel, who are hereby designated to serve in their respective capacities:

Chair	ALLAN G. FARNAZO Director IV
Vice Chair	REBONFAMIL R. BAGUIO Assistant Regional Director
Members	NELMA LYN R. BARNIJA CES, HRDD-RNEAP
	LORENZA C. PITULAN Attorney IV, ORD-LU
	ROY T. ENRIQUEZ CAO, AD
	LORADEL BARICAUA CAO, FD
Secretariat	MARIANE B. TUBO EPS II, HRDD
	LEONARD RAY CASTILLON EPS II, HRDD
	JANICE T. GAMALONG SAO, AD



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-0051
 Email Address: region11@deped.gov.ph
 Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
DAVAO REGION

3. Roles and Responsibilities of the ROPDC:

- a. Leads in the review, analysis, and recommendation of proposed policies, guidelines, plans, and other outputs related to the Human Resource Development (HRD) system, improvements, and then endorses them to the Regional Director for approval;
- b. Evaluates and recommends L & D programs for DepEd personnel based on L & D Plan, individual development plans, identified competencies, and other strategic considerations;
- c. Facilitates the selection of the best-qualified employees for scholarship programs and other L & D opportunities;
- d. Ensures performance monitoring, rewards and recognition systems are properly applied within the office;
- e. Helps develop internal policy guidelines in accordance with existing relevant guidelines related to the L & D of personnel; and
- f. Submits required reports to the head of the office regarding L & D activities and accomplishments.

4. Immediate dissemination of and strict compliance with the provisions of this Memorandum are hereby directed.

ALLAN G. FARNAZO
Director IV

DEPARTMENT OF EDUCATION - DAVAO REGION
RECORDS SECTION
RELEASED

Encl.: As Stated.

ROH1/nrb

By: _____

Date: _____

Time: _____

MAR. 02, 2016

121696



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph

