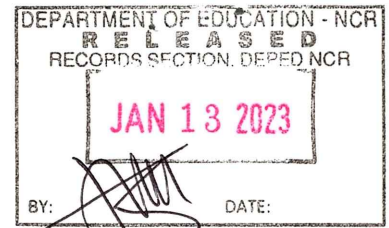




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



DNCR-F-ORD-033/R0/01112019

REGIONAL MEMORANDUM

No. NCR- 018 , s. 2023

TO : Schools Division Superintendents
SGOD Chiefs
SDO Private School Focal Persons
All Others Concerned

FROM : Office of the Regional Director

SUBJECT : Reassignment of Education Program Supervisors in
the Quality Assurance Division

DATE : January 12, 2023

1. With the desire of fostering the personal wellbeing and professional development of personnel while strengthening the exemplary and consistent demonstration of accountability and transparency on the delivery of Regulatory and Developmental Services to public and private school clients, as per Republic Act No. 11032, "Ease of Doing Business and Efficient Government Service Act of 2018", this Office hereby informs the field of the internal arrangements on the above-stated subject, **effective January 16, 2023:**

No.	Name of QAD EPS	New SDO Assignment	No. of Private Schools to be Served
1	Dr. Rowena S. Ontangco	Quezon City	641
2	Ms. Marina C. Espino	Las Piñas	152
		Manila	263
3	Dr. Lydia L. Martin	Caloocan	188
		Valenzuela	91
4	Dr. Louie C. Duterte	Makati	102
		Mandaluyong	40
		Muntinlupa	104
5	Mr. Alfredo G. Desamparo Jr.	Marikina	120
		Navotas	13
6	Dr. Herbert D. Vertucio	Pasig	138
		San Juan	23



7	Dr. Richard T. Catain	Parañaque	166
		TAPAT	112
8	Mr. Andres P. Bonifacio	Malabon	53
		Pasay	61

2. In this regard, the QAD EPS are expected to ensure that schools in their respective SDO assignment are operating in full compliance with DepEd policies, guidelines, requirements, and standards in terms of the following applications:
 - A. Establishment, Merging, Conversion, Naming/Renaming of Public Schools, and Separation of Public School Annexes (DepEd Order No. 40, s. 2014 and DO 51, s. 2015);
 - B. Government Permit to Operate and Government Recognition for Private Schools;
 - C. Reissuance of Certificate of Recognition to Private Schools due to Change of School Name/School Site/After 50 Years of Corporate Existence;
 - D. Increase in Tuition and Other Fees of Private Schools;
 - E. Acknowledgment of Private School Closure (Permanent/Temporary); and
 - F. Issuance of Special Order for the Eligibility of Graduation in Private Higher Education Institutions (HEIs) and Technical-Vocational Institutions.
3. QAD EPS are also advised to carry out a seamless transition of work assignment by ensuring the proper turnover of record and provision of guidance to fellow EPS and SDO counterpart personnel as necessary.
4. Issues and concerns of Interested Parties on QAD programs and services shall be communicated to this Office through the EPS in charge, for appropriate action.
5. All other provisions indicated in the enclosed Regional Memorandum No. NCR-634, s. 2022 shall remain in effect.
6. Immediate dissemination of and utmost compliance with this Memorandum are desired.


WILFREDO E. CABRAL, CESO III
Regional Director, DepEd NCR





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DNCR-F-ORD-033/R0/01112019

REGIONAL MEMORANDUM

No. NCR - 634s. 2022

TO : Schools Division Superintendents
Chief, School Governance and Operations Division
All Others Concerned

FROM : Office of the Regional Director

SUBJECT : Contemporary Assignments of Education Program Supervisors
in Quality Assurance Division

DATE : October 6, 2022

In line with the continuous effort of this Office to ensure effective and efficient delivery of services, fast tracking of transactions, and uninterrupted operation to its clients while we ensure that the welfare of the human resources is being taken care of, exhibited is the reorganized QAD Education Program Supervisors responsibility matrix effective **November 2, 2022**, to wit:

Name of EPS	Focus Schools Division Office	Assignments
Mr. Andres P. Bonifacio	Malabon City (53) Pasay City. (61)	1. QAD Website Development, Management, and Maintenance 2. Sentinel for All Automation Systems (QuADPro, ISO Sys, OP Dash, TOSFI) 3. Technological Design Illustrator / Graphic Artist 4. RMEA Alternate Focal Person (Technological Aspect) 5. SQuAD Empowerment Co - Lead Person 6. January and August QAD Mag



A legacy as rich as excellence!

Misamis St., Bago Bantay, Quezon City
Tel. Nos.: 920-5824; 926-2213 loc. 801
Email Address: ncr@deped.gov.ph
Website: <http://www.deped.gov.ph/regions/ncr/>



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Dr. Richard T. Catain	Taguig City and Pateros City (112) Mandaluyong City (40)	<ol style="list-style-type: none"> 1. Private Education Summit Co – Lead Person 2. BEMEF Activity Alternate Focal Person 3. RMEA Alternate Focal Person 4. Lead Assessor of QAD Office SOPs 5. Post Event Co – Evaluator 6. PEAC Alternate Focal Person 7. February and November QAD Mag
Mr. Alfredo G. Desamparo Jr.	Marikina City (120) Navotas City (13)	<ol style="list-style-type: none"> 1. RMEA Lead Focal Person 2. Alternate Assessor of QAD Office SOPs 3. Pitch Deck Content Co – Artist 4. KM Handholding Session Co – Lead Person 5. BEMEF Activity Alternate Focal Person (until Dec) 6. March QAD Mag
Dr. Louie C. Duterte	Muntinlupa City (104) Makati City (102)	<ol style="list-style-type: none"> 1. QuADPRO Focal Person & Reviewer 2. PIRPA Focal Person 3. PMIS & Progress Monitoring Focal Person 4. NQESH Regional Coordinator 5. Pitch Deck Content Co - Artist 6. SQuAD Empowerment Co - Lead Person 7. April & October QAD Mag
Ms. Marina C. Espino	Las Piñas (152) Parañaque. (166)	<ol style="list-style-type: none"> 1. PEAC Focal Person 2. CES Representative in VIPs 3. May QAD Mag
Dr. Lydia L. Martin	Caloocan City (188)	<ol style="list-style-type: none"> 1. ISO Sys Focal Person 2. OP Dash Focal Person 3. RMEA Alternate Focal Person (Integrate OP Dash as system of RMEA Process) 4. KM Handholding Session Co – Lead Person 5. June QAD Mag



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Dr. Leonila C. Mustapha	Quezon City (641)	1. Development of Checklist /Tool Draft Focal Person 2. Madrasah Education Focal Person 3. July QAD Mag
Dr. Rowena S. Ontangco	Manila City (263) Valenzuela City (91)	1. NQMS Document Controller (DC) 2. GAD Focal Person 3. TOSFI Concern and System Focal Person 4. December QAD Mag
Dr. Herbert D. Vertucio	Pasig City (138) San Juan City (23)	1. BEMEF Activity Lead Person 2. RMEA Alternate Focal Person 3. Private Education Summit Co - Lead Person 4. Post Event Lead Evaluator 5. KM Handholding Session Co-Lead Person 6. NQMS Focal Person 7. September QAD Mag and Synopsis at the End of the Year

Along with the expected legitimate function of QAD EPSs as stipulated in the competency profile of the position they hold; the responsibility matrix denotes that they shall handle the evaluation of government authority (permit and recognition) applications of the focus SDOs as indicated (2nd column) while maintaining high level of performance in delivering interrelated functions as ASSIGNED (3rd Column) . On the same manner, they shall also be responsible in the processing of all other requests of both public and private schools and in facilitating office deliverables which include but not limited to:

- Processing of requests on the Establishment, Merging, Conversion, Renaming/Naming of Public Schools and Separation of Public Schools' Annexes;
- Supervision on the request and processing of Special Order (SO) for Private Schools, HEIs and TVIs;
- Attending on activity / event that is substantial to the office operation and function;
- Performing as process owner/focal person in the office's programs, projects, and activities; and
- Other related undertakings.



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This shall serve also as a guide to the interested parties as to whom they can communicate issues and concerns on different services, programs, and projects within the bounds of the office function and capacity of Quality Assurance Division.

For immediate wide dissemination and strict compliance of all concerned personnel.


WILFREDO E. CABRAL, CESO III
Regional Director, DepEd NCR



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