



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

27 October 2025

DIVISION MEMORANDUM
No. 766 s. 2025

**IMPLEMENTATION OF REPRODUCTIVE HEALTH EDUCATION CUM PLANNING
FOR ADOLESCENT LEARNERS FOR FUNCTIONAL CSE-ARH CONVERGENCE**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to **Republic Act No. 10354**, or the **Responsible Parenthood and Reproductive Health (RPRH) Act of 2012**, and in accordance with **DepEd Order No. 31, s. 2018**, titled **Policy Guidelines on the Implementation of the Comprehensive Sexuality Education (CSE)**, and **DepEd Order No. 025, s. 2025**, titled **Policy on the Implementation of Reproductive Health Education for Adolescent Learners in Basic Education**, which institutionalizes the Adolescent Reproductive Health (ARH) Program under the Oplan Kalusugan sa DepEd (OK sa DepEd) framework, this Office announces the conduct of the Implementation of Reproductive Health Education cum Planning for Adolescent Learners for Functional CSE-ARH Convergence on **November 5, 2025** at **M.I. Sevilla Resort, Lucena City**.
2. The activity aims to help teachers and school staff effectively teach age-appropriate reproductive health lessons and align their programs with the CSE-ARH framework.
3. Meal expenses of participants shall be charged against Program Support Funds while travel and other expenses shall be charged against school local funds or other available funds subject to the usual accounting and auditing rules and regulations.
4. All schools are directed to **prioritize implementing learning recovery measures** and **ensure the no disruption of classes** policy by virtue of the **DepEd Order No. 09 S. 2005 Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith**.
5. Attached are Enclosure 1- List of Participants and Enclosure 2- Program Management Team Terms of Reference.
6. Immediate dissemination of this Memorandum is desired.

CELEDONIO E. BALDERAS JR.
Schools Division Superintendent



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Encl.: As stated

References: RM 51 s. 2024

DepEd Order No. 31, s. 2018

DepEd Order No. 025, s. 2025

To be indicated in the Perpetual Index
under the following subjects:

REPRODUCTIVE HEALTH EDUCATION
POLICY
BASIC EDUCATION

SGOD- implementation of reproductive health education cum planning for adolescent learners for functional cse-
arh convergence
SCHQFR21-001184/October 27, 2025

Enclosure 1: **List of Participants**

No.	School	Name of Participants	Designation
1	Alsam Integrated School	De Guzman, Clarine R.	Teacher I
2	Buenaventura Alandy National High School	Garcia, Nezsi A.	Master Teacher I
3	Buenaventura Alandy National High School	Gata, Ramona R.	Teacher III
4	Buenaventura Alandy National High School	Cablaida, Christopher	Teacher II
5	Busal Integrated School	Vargas, Lilibeth B.	Teacher III / OIC
6	Calumpang Integrated School	Romano, Jhojealene T.	Teacher III
7	Calumpang Integrated School formerly KES	Pagana, Arcedel R.	Master Teacher I
8	Calumpang Integrated School formerly KES	Placino, Remedios L.	Master Teacher II
9	Cipriano J. Querubin Elementary School (Formerly Wakas)	Puchero, Flora P.	Master Teacher I
10	Cipriano J. Querubin Elementary School (Formerly Wakas)	Calabano, Erlinda C.	Teacher III
11	Dapdap Integrated School	Flores, Jasmin P.	Master Teacher II
12	Dapdap Integrated School	Castillo, Cornelia N.	Teacher III
13	Domoit Elementary School	Samonte, Gina P.	Teacher I
14	East Palale Elementary School	Infante, Priscilla Z.	Master Teacher I
15	Eugenio Francia Integrated School	Lavadia, Fitz James J.	Master Teacher I
16	Froilan E. Lopez Elementary School	Cabuyao, Noela Alita	Master Teacher I
17	Froilan E. Lopez Elementary School	Dimailig, Jeffrey G.	Master Teacher I
18	Froilan E. Lopez Elementary School	Caponpon, Novelyn C.	Teacher II
19	Gibanga Elementary School	Recto, Juliet V.	Teacher II
20	Ilasan Integrated School	Aguerra, John Benedict M.	Master Teacher I
21	Ilasan Integrated School	Masinag, Teresa A.	Teacher III
22	Ipilan-Alitao Elementary School	Esmiller, Roberta V.	Master Teacher I
23	Katigan-Alupay Elementary School	Hugo, Ronald O.	Master Teacher I
24	Lakawan Elementary School	Capistrano, Glenda A.	Master Teacher I
25	Lakawan Elementary School	Malto, Larmen Joy S.	Teacher II
26	Lalo Elementary School	Javin, Florencia E.	Master Teacher I
27	Lawigue Elementary School	Pagana, Walter R.	Master Teacher I
28	Lawigue Elementary School	Naynes, Maria Donna A.	Teacher II
29	Luis Palad Integrated High School	Constantino, Gregorio G.	Teacher III
30	Luis Palad Integrated High School	Reaviles, Ronald P.	Teacher I
31	Malao-a/Calantas Elementary School	Palmero, Ej Fhiel	Teacher I
32	Masin Elementary School	Roces, Princess Camelle C.	Teacher II

33	Mate Integrated School	Racelis, Lorelie N.	Teacher III
34	Mayuwi Integrated School	Anyayahan, Michelle	Master Teacher I
35	North Palale Elementary School	Gaasis, Analyn C.	Teacher I
36	Pandakake Integrated School	Awa, Jess L.	Teacher I
37	Potol Elementary School	Tiosan, Marie Grace R.	Master Teacher I
38	Rosario Quesada Integrated National High School	Añoso, Mildred P.	Teacher III
39	Rosario Quesada Integrated National High School	Sumbilla, Rodel	Teacher II
40	South Palale Elementary School	Castillo, Blanca C.	Master Teacher I
41	Talolong Integrated School	Oabel, John Renyl D.	Teacher I
42	Tayabas City National High School	Saavedra, Vivian A.	Teacher I
43	Tayabas East Central School	Cesario, Mariell E.	Master Teacher I
44	Tayabas East Central School	Sombrero, Ryan O.	Teacher III
45	Tayabas West Central School I	Manzanares, Ryan Chester Z.	Master Teacher I
46	Tayabas West Central School I	Lagdameo, Agnes A.	Master Teacher I
47	Tayabas West Central School II	Capistrano, Marissa R.	Master Teacher I
48	Tayabas West Central School II	Reyes, Febes O.	Teacher III
49	Tayabas West Central School III	Gob, Annadel O.	Master Teacher I
50	Tayabas West Central School III	Cabusas, Jane Karel C.	Teacher II
51	Tayabas West Central School IV	Tabugol, Margret	Teacher I
52	Valencia Elementary School	Nañez, Ma. Magdalena L.	Teacher I
53	West Palale Elementary School	Pagana, Chessette O.	Master Teacher I
54	West Palale National High School	Encanto, Deanne Jhoanna J.	Teacher II
55	West Palale National High School	Escobinas, Jeselle R.	Teacher II

Enclosure 2: **Program Management Team Terms of Reference**

Overall Chairperson: Celedonio B. Balderas, Jr. – Schools Division Superintendent

Co-Chairperson: Herbert D. Perez – Assistant Schools Division Superintendent

Committee	Person/s In-Charge	Terms of Reference
Program Manager	Imelda C. Raymundo	<ul style="list-style-type: none"> - Oversees the implementation of the entire program. - Orients the PMT and resource persons on their terms of reference and the details of the program design. - Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards. - Leads the debriefing sessions with the PMT and resource speakers. - Prepares the CPD documents for submission to the PRC through the NEAP-R. - Leads in crafting the Program Completion Report.
Facebook Learning Manager	Edwin R. Rodriguez, Ed.D.	<ul style="list-style-type: none"> - Leads the conduct of the program per session room. - Ensures that the program is carried out based on the detailed design in collaboration with the resource persons. - Prepares and maintains a conducive learning environment by facilitating unfreezing, leveling of expectations, and norm-setting activities and by addressing emerging learning needs. - Facilitates management of learning activities as scheduled and as needed. - Facilitates integration session at the end of the intervention, including preparation of Work Application Plan. - Ensures that the pre-assessment is administered.

		<ul style="list-style-type: none"> - Ensures that Level 2 (Learning) evaluation is conducted and analyzes the results in coordination with the M and E Coordinator.
Resource Speakers	Joseph Jay U. Aureada – EPS GMRC/Values Gerardo A. Laguador - MT I LPIHS Ronelda S. Epamano – MT I LPIHS	<ul style="list-style-type: none"> - Applies effective presentation and facilitation techniques in conducting assigned sessions. - Provides expert content input during learning sessions.
M&E Coordinator	Montano L. Agudilla, Jr.	<ul style="list-style-type: none"> - Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT. - Assists the Program Manager in accomplishing the Program Delivery Readiness Checklist. - Applies process observation and prescribed tools to monitor and evaluate program delivery. - Administers and analyzes the results of Level 1 evaluation which is to be presented during debriefing. - Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation. - Prepares Post-Program Delivery M&E Report and submits to PM for inclusion in the Program Completion Report.
Documenter (SGOD-HRDS)	Lailani T. Omlas Jerome A. Javin	<ul style="list-style-type: none"> - Documents the proceedings of the learning sessions using the prescribed documentation template. - Take photos of the different parts of the program delivery.
Secretariat	Erison D. Albis	<ul style="list-style-type: none"> - Attends to registration needs of learners/participants. - Ensures that the learners/participants fill up attendance sheets every day. - Prepares directory of participants based on registration forms. - Assists in the distribution of learning materials and supplies. - Assists in posting and collection of session outputs.

		<ul style="list-style-type: none"> - Compiles session documents and learning resource materials.
Welfare Officer	Lailani T. Omlas/ Mariles F. Contreras	<ul style="list-style-type: none"> - Ensures that provisions for inclusion, safety, security, health, and wellness of learners/participants, PMT, and resource persons are adequate and available at all times in the venue. - Attends to emerging inclusion, safety, security, health, and wellness concerns of participants, PMT, and resource persons (including incidents of social exclusion, sexual harassment, etc.).
Logistics Officer	Lailani T. Omlas	<ul style="list-style-type: none"> - Ensures the quality, adequacy, and availability of facilities, equipment, supplies and materials, vehicles, and other resources to support the successful implementation of the program. - Leads ocular inspection of venues to ensure adherence to standards and specifications. - Checks that session rooms are always ready for use and conducive to learning.
Finance Officer/s	Benjamin M. Millares Agnes M. Luzadas	<ul style="list-style-type: none"> - Oversees all finance-related concerns of the program, including the efficient allocation and timely release of funds as well as the documentation for liquidation. - Initiates procurement processes of resources, materials and relevant services, and follows up fund disbursement with appropriate offices. - Monitors and documents all disbursements against budget to support liquidation. - Liquidates all fund disbursement and prepares a financial report.