



Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

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DIVISION MEMORANDUM

DM No. 146 S. 2023

**CREATION OF THE DIVISION POLICY DEVELOPMENT AND REVIEW COMMITTEE
(DPDRC)**

To: Asst, Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Unit Heads
Public Elementary and Secondary School Heads
All Other Concerned

1. Cognizant to DepEd Order No. 13, s. 2015 titled "Establishment of a Policy Formulation Process at the Department of Education" and Regional Memorandum No. 126, s. 2022 titled "Composition of the Regional Policy Development and Review Committee", this Office creates the Division Policy Development and Review Committee (DPDRC).

2. The DPDRC aims to manage policy review, recommendation, and contextualization at the division level for effective and efficient attainment of desired educational outcomes.

3. The DPDRC shall be created with the following composition:

Executive Committee: **SOCORRO V. DELA ROSA, SDS**
MA. LUISA T. DELA ROSA, ASDS

Chairman: **ATTY NORLITO P. AGUNDAY**

Members: **MARY JEAN S. ROMERO, CES SGOD**
ROMEL G. PETAGEN, CES, CID
NINO GERARD C. CENETA, EPS, Science
MARISOL LIM, PSDS
ELIAS ABUNDO, PSDS
MARY ROSE STA ROSA, School Principal I
AQUILES ALBERTO, EPS II

Secretariat: **ANJO TUGAY, SEPS Planning and Research Unit**
Carol Gil, SEPS -HRD, SGOD

4. The DPDRC is expected to perform the following functions and responsibilities:
4.1 Review relevant policies and propose appropriate amendments or revisions as needed.
4.2 Provide input and technical support on policy contextualization process of the SDO and schools.





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- 4.3 Prepare draft amendments/resolutions to the reviewed policy for approval of the SDS.
- 4.4 Recommend contextualized policy for approval and implementation.
5. The Secretariat has the following functions and responsibilities:
 - 5.1 Organize and schedule meetings of the committee.
 - 5.2 Manage and document the meetings of the committee.
 - 5.3 Draft the minutes of the meeting.
 - 5.4 Issue notice of meetings of the committee under the instruction of the chairman and:
 - 5.5 Perform other functions as may be provided by the DPDRC or its Chairman.
6. For information, guidance, and compliance.

SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SVDL/ CREATION OF THE DIVISION POLICY DEVELOPMENT AND REVIEW COMMITTEE (DPDRC)
0004/4-17-23



San Roque, Virac, Catanduanes
(052) 811-40-63
catanduanes@deped.gov.ph
www.depedrovcanduanes.com
DepEd Tayo-Region V - Catanduanes