



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

No. 121, s. 2025

May 9 4 2025

**NOMINATION AND CONDUCT OF THE ASIAN INSTITUTE OF
MANAGEMENT'S POST GRADUATE CERTIFICATE IN MANAGEMENT FOR
EDUCATIONAL LEADERS (PGCMEL) TRAINING PROGRAM**

To: OIC-Assistant Regional Director
Schools Division Superintendents
Regional Functional Division Chiefs
All Others Concerned

1. Attached is an Advisory from the Office of the Undersecretary for the Human Resource and Organizational Development dated May 9, 2025 regarding the **Nomination and Conduct of the Asian Institute of Management's Post Graduate Certificate in Management for Educational Leaders (PGCMEL) Training Program**.
2. Attention is particularly invited to paragraphs 2, 3, 5, and 6 of the said Memorandum.
3. Attached are the List of Participants, Program Schedules, and Meal Provisions.
4. Equal Opportunity Principle (EOP) shall be exercised to underscore the Department's policy of no discrimination against any personnel for professional learning and development regardless of age, gender, civil status, disability, region, ethnic group, and political beliefs.



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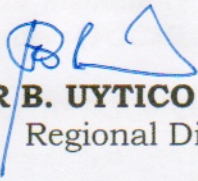
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5. For further queries, contact Mr. Joe Marie C. Dolino, OIC-SEPS, NEAP-R at 09391825379.
6. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As stated

Reference: None

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

PERFORMANCE

TRAINING

PROGRAMS

JMCD/RM/PGCMEL BATCH 2
20/July 3, 2025



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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

ADVISORY

09 May 2025

This is in reference to the Advisory dated February 25, 2025 providing the revised schedule in the *Nomination and Conduct of the Asian Institute of Management's Post Graduate Certificate in Management for Education Leaders (PGCMEL) Training Program*.

Please be informed that the conduct of Batch 2 and 3 of the PGCMEL shall be as follows:

Category		Batch 2		Batch 3	
		Original Schedule	Revised Schedule	Original Schedule	Revised Schedule
Target Participants		Visayas cluster Regions VI, VII, and VIII		Mindanao cluster Regions IX, X, XI, XII, and CARAGA	
Schedule	Module 1	May 5 to 9, 2025 (Face-to-Face AIM Campus)	July 7 to 11, 2025 (Face-to-Face AIM Campus)	June 2 to 6, 2025 (Face-to-Face AIM Campus)	-no changes-
	Module 2 + 2 ALP Mentoring	May 5 to 9, 2025 (Face-to-Face AIM Campus)	July 14, 16, 18, 21, and 23, 2025 (Face-to-Face AIM Campus)	June 9, 11, 13, 16, and 18, 2025 (Live Virtual Zoom)	-no changes-
	Module 3 with Graduation	May 26 to 30, 2025 (Face-to-Face AIM Campus)	July 28 to August 1, 2025 (Face-to-Face AIM Campus)	June 23 to 27, 2025 (Face-to-Face AIM Campus)	-no changes-

In line with these changes, please take note that deadline of applications and nominations has been extended for these batches to provide ample time for the Regional and School Division Office Personnel Development Committee to screen and select qualified applicants for this training program.

Deadline of Application			
Batch 2		Batch 3	
Original Schedule	New Schedule	Original Schedule	New Schedule
April 7, 2025; 5:00 p.m.	June 16, 2025; 5:00 p.m.	May 5, 2025; 5:00 p.m.	May 16, 2025; 5:00 p.m.

To provide wider opportunities for field offices personnel, the applications and nominations are also extended to Regional Senior Education Program Specialist (SEPS) and Education Program Specialist (EPS) reporting to HRDD, SGOD, PRRD, FTAD, QAD, and SEPS and EPS of Schools Division Offices.

Due to the high turnout of applications from the Central Office for Batch 1, applications and nominations shall be extended to interested Central Office Personnel eligible for this program until June 16, 2025.

Permanent/contractual/co-terminus DepEd employees with SG 15 and up positions ***with or without Master's degree*** provided that the employee is performing as a unit head/officer-in-charge/supervising officer in DepEd for at least one (1) year are encouraged to apply.

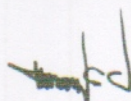
For submission of applications and nominations to the program, please access the link or by scanning the QR Code below:

<https://tinyurl.com/PGCMELApplication>



For any concerns or clarifications, kindly contact the Bureau of Human Resource and Organizational Development -Human Resource Development Division (BHROD-HRDD) through Mr. Siljohn Rey Salazar at (02) 8470-6630 or through email at bhrod.hrdd@deped.gov.ph.

For your information and appropriate action.



WILFREDO E. CABRAL

Undersecretary

Human Resource and Organizational Development

[BHROD-HRDD/SRPSalazar]

ANNEX A

LIST OF PARTICIPANTS FOR PGCMEI - BATCH 2

Name	Position	Official Station	DepEd Email Address
CENTRAL OFFICE			
1. Ruby Chanda J. Crisostomo	Project Development Officer IV	BHROD- Resource Division	ruby.jetom@deped.gov.ph
2. Lizette Anne L. Carpio	Project Development Officer III	BHROD- Resource Division	lizette.carpio@deped.gov.ph
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7. Ina Marie Claire Mallari	Project Development Officer III	BHROD- School Effectiveness Division	ina.mallari@deped.gov.ph
REGIONAL AND SCHOOLS DIVISION OFFICES			
Cordillera Administrative Region (CAR)			
8. Joel Gulgulway	Senior Education Program Specialist	SDO Ifugao- HRDS	joel.gulgulway003@deped.gov.ph
Region VI- Western Visayas			
9. Zander F. Frofunga	Education Program Specialist II	Regional Office VI	zander.frofunga@deped.gov.ph
10. Raymond S. Porras	Education Program Specialist II	Regional Office VI- Western Visayas	raymond.porras@deped.gov.ph
11. Mar Bien Gregory G. Parel	Senior Education Program Specialist	SDO Aklan - Social Mobilization and Networking Section	marbiengregory.parel@deped.gov.ph

Name	Position	Official Station	DepEd Email Address
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14. Andie P. Padernilla	Public Schools District Supervisor / OIC Education Program Supervisor	SDO Iloilo - School Governance and Operations Division	andie.padernilla@deped.gov.ph
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16. Donabelle D. Ninonuevo	Senior Education Program Specialist	SDO Iloilo- SGOD /HRD	donabelle.ninonuevo@deped.gov.ph
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20. Mhel Jun C. Dela Cruz	Information Technology Officer I	SDO Passi City - Information and Communications Technology Unit	mheljun.delacruz@deped.gov.ph
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Name	Position	Official Station	DepEd Email Address
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25. Salve A. Kalon	Senior Education Program Specialist	SDO Antique	salve.kalon@deped.gov.ph
Negros Island Region			
26. Jeneth P. Luague	Senior Education Program Specialist	SDO San Carlos City	jeneth.luague@deped.gov.ph
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29. Jonah V. Uyypico	Information Technology Officer I	SDO Sagay City - ICT Unit	jonah.uypico002@deped.gov.ph
30. Josette P. Balandra	Education Program Supervisor for School Governance and Operations Division	Division of Sagay City - School Governance and Operations Division	josette.balandra@deped.gov.ph
31. Maria Caryl Faye V. Gevila	Senior Education Program Specialist	SDO San Carlos City - School Governance and Operations Division	caryl faye.gevila@deped.gov.ph
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Name	Position	Official Station	DepEd Email Address
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39. Leslie Joie E. Babatuan	Attorney IV	Regional Office VII - Legal Affairs Unit	lj.babatuan@deped.gov.ph
40. Amaryllys R. Villarmia	Administrative Officer V/ Information Officer III	Regional Office VII / Central Visayas- Office of the Regional Director (Public Affairs Unit)	amaryllys.villarmia@deped.gov.ph
41. Fritzie C. Soronio	Education Program Supervisor	Regional Office VII / Region VII - Central Visayas - Quality Assurance Division	fritzie.soronio001@deped.gov.ph
42. Rosa H. Cabotaje	Education Program Supervisor & OIC-SEPS	Regional Office VII- Human Resource Development Division	rosa.cabotaje@deped.gov.ph
43. Sheena Mae T. Comighud	Education Program Specialist II	Regional Office VII / Central Visayas - Policy, Planning, and Research Division	sheenamae.comighud@deped.gov.ph
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Name	Position	Official Station	DepEd Email Address
45. Rommel W. Otero	Senior Education Program Specialist (Planning & Research)	SDO Carcar City - SGOD Planning & Research Unit	rommel.otero001@deped.gov.ph
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47. Armi Christine D. Borinaga	Education Program Specialist II	SDO - Mandaue City	armi.borinaga@deped.gov.ph
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Region VIII- Eastern Visayas			
51. Ted Juan, Cordero, Peleño	Education Program Specialist II	Regional Office VIII - Human Resource Development Division	tedjuan.peleno@deped.gov.ph
52. Oscar D. Billate, Jr.	Senior Education Program Specialist/Education Program Supervisor-Designate	SDO Calbayog City - School Governance and Operations Division (SGOD)	oscar.billate@deped.gov.ph
53. Galina V. Panela	Senior Education Program Specialist	SDO Calbayog City- SGOD - Planning and Research Section	galina.panela@deped.gov.ph
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55. Roberto Termo Orias Jr.	Senior Education Program Specialist	SDO Northern Samar Division	roberto_orias@deped.gov.ph
56. Zedrick G. Malbas	Senior Education Program Specialist	SDO Southern Leyte	zedrick.malbas@deped.gov.ph

ANNEX B

Virtual Session and Meal Provisions for Batch 2

Please be informed of the following arrangement for the PGC MEL- Batch 2 scheduled from July 7 to August 1, 2025, through a hybrid learning setup:

1. **Meal provisions** of the Asian Institute of Management (AIM) for DepEd participants shall only cover the **AM snacks, lunch, and PM snacks** during the face-to-face sessions on July 7 to 11, and July 28 to August 1, 2025. Meanwhile, breakfast and dinner may be charged against their respective daily travelling expenses including the cost of their accommodation chargeable against their local funds subject to the existing budgeting, accounting, auditing, and procurement rules and regulations.
2. **All virtual sessions** scheduled on July 14, 16, 18, 21, and 23, 2025 shall be attended by the participants on **official time** as stated in this memorandum. In consideration of the asynchronous sessions involving learning team groupings for the Action Learning projects (ALPS) and mentoring sessions with the assigned mentor from AIM, please be advised of the following schedule:

Program Schedule	Asynchronous Session (8:30 a.m to 12:00 p.m.)	Synchronous Session (1:30pm to 5:00 pm)	Official Time
July 14, 2025	None- Preparatory time for Synchronous Session	Live Virtual Session via Zoom	Whole day
July 16, 2025	None- Preparatory time for Synchronous Session	Live Virtual Session via Zoom	Whole day
July 18, 2025	None- Preparatory time for Synchronous Session	Live Virtual Session via Zoom	Whole day
July 21, 2025	- ALP Grouping (By Learning Teams) 1 -hour Mentoring Session (subject to availability of AIM's mentors)	Live Virtual Session via Zoom	Whole day
July 23, 2025	- ALP Grouping (By Learning Teams) 1 -hour Mentoring Session (subject to availability of AIM's mentors)	Live Virtual Session via Zoom	Whole day

In view of the above, heads of offices are advised to approve the locator slip to be submitted by the accepted PGC MEL- Batch 1 participants (Annex A) in attending the above-mentioned sessions aligned with their respective work arrangements.