



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

No. 606, s. 2025

NOV 11 2025

**ADDENDUM TO REGIONAL MEMORANDUM 390, S. 2025, TITLED
NEGROS ISLAND REGION INNOVATION STRATEGIC EXPO (ISE)
GUIDELINES**

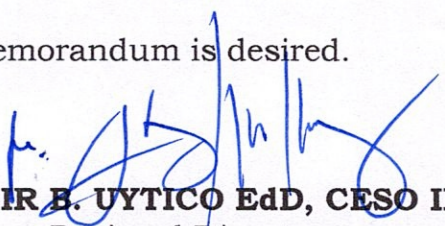
To: OIC – Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Relative to Regional Memorandum 390, series of 2025, titled “Negros Island Region Innovation Strategic Expo Guidelines,” the following are the updates and provisions on the Regional ISE Committee, Indicative Matrix of Activities included in the following enclosures:

Enclosure A: Regional ISE Committee
Enclosure B: Indicative Matrix of Activities
Enclosure C: Standardized Innovation Paper Template
Enclosure D: Guidelines and Criteria for Poster Display per SDO
Enclosure E: Certificate of Endorsement

2. Other provisions of the above-mentioned Regional Memorandum still remain in effect.

3. Immediate dissemination of this Memorandum is desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl: As stated
Reference: As stated

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

RESEARCH

PPRD/JIS/Memo_Addendum to RM 390, s 2025.docx



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Email Address: nir@deped.gov.ph
Website: <https://tinyurl.com/nir-gov-ph>



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Enclosure A: Regional ISE Committee

Regional Innovation Strategic Expo Finals 2025
Dumaguete City

Theme: *Regional Innovation Strategic Expo (ISE): Nurturing the Future,
Inspiring Innovation, and Resiliency in Action*

Executive Committee

Dr. Ramir B. Uytico, CESO III
Regional Director

Anthony H. Liobet JD, CESO V
Assistant Regional Director

Technical Working Group

COMMITTEE	PERSONS-IN-CHARGE	DESIGNATION/ POSITION
Overall Chairman	Dr. Serafin G. Fariñas III	OIC-CES, PPRD
Co-Chairman/ Program Management	Joey Ian C. Singson	OIC-EPS, PPRD
Competition Chairpersons:	GL John Haro	OIC-CES, CLMD
1. Teaching	1. Jose Ernie M. Buelos	OIC-EPS, CLMD
2. Non-Teaching	2. Ma Melanie P. Romero	OIC-EPS, CLMD
3. Teaching Related	3. Maylene Joy V. Fariñas	OIC-EPS, CLMD
4. Farm School Implementer	4. Mary Grace de los Reyes	OIC-EPS, CLMD
5. Private School Implementer	5. Ednel N. Matula	OIC-EPS, QAD
Program	Karla P. Antonio Bacolod Team: Joann D. Selomandin June Nathan M. Fernandez Cherry Ann Esparas	OIC-PO III, PPRD MT1, BCNHS MT1, LHNHS MT1, BCNHS



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	Performing Teachers/Students	SDO Dumaguete
Accommodation/Protocols	Michelle D. Ozoa Mary Joy Arances	OIC-PO III, PPRD COS-PPRD
Judges	Katherine Sedillo Jose Leonardo Degillo	OIC-CES, HRDD OIC-EPS, CLMD
Food	Mary Grace de los Reyes Nestor Amisola	OIC-EPS, CLMD OIC-EPS, CLMD
Secretariat/Registration/ Help Desk	Sol Grace O. Timola Roy Villacorte	OIC-CES, FTAD OIC-EPS, CLMD
Awards, Tokens, & Certificates	Ma. Lira Cynthia B. Quejada Felix III Mosqueda	OIC-CES, ESSD OIC-PDO III
Documentation	Almyr Cezar Dequina Glenn Ravillo	AO2-PAU COS-PAU
Supply, Materials & Logistics	Adorni Sanchez Nonito T. Guanzon	OIC-AO V OIC-EPS, LRMD
Physical Arrangement/ Stage	Eric Bacolado, Jr. Nonito Guanzon	OIC-EPS, CLMD OIC-EPS, CLMD
Audio-Visuals Technical	Nathaniel E. Lajot Jr. Rodolfo Aspena, Jr. Gian Centeno	OIC-ITO COS-IT COS-IT
Tabulation	Glenda Cadeliña Rene Encabo	OIC-EPS, QAD OIC-EPS, QAD
Transportation	Eric Bacolado	OIC-EPS, CLMD
Safety, Health & Wellness	Dr. Mark Jason Mendoza Engr. Marlon Bungcasan	OIC-MO III OIC-DRRM
Monitoring & Evaluation	Melvin Niñal John Albert Recto	OIC-CES-QAD OIC-EPS, QAD
Budget & Finance	Gauvin Absin Manuel Sayson Jr.	OIC-Chief, FD OIC-Budget Officer



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Enclosure B: Regional ISE Indicate Matrix of Activities

Regional ISE Finals 2025
Indicative Schedule of Activities

Part I: Evaluation, Dumaguete City

Date	Activity
December 4, 2025	Receipt of all entries online via nir@deped.gov.ph • Subject line: SDO Name_Classification_Regional ISE Finals • Example: Bago City Teaching Regional ISE Finals • Entries received after 5:00 Pm will not be included in the evaluation • At 5:01 PM, all entries will be forwarded to the PPRD
December 5-6, 2025	Evaluation of all entries by the Regional Selection Committee
December 8, 2025	Announcement of Top 5 Qualifiers per Classification through Regional Memorandum

Part II: Finals, Dumaguete City

Day 0: December 10, 2025

Time	Activity
8:00 – 12:00 NN	Arrival and Preparation of the TWG/Check-in
12:00 – 1:00 PM	Lunch
1:00 – 5:00 PM	Rehearsals/Committee Finalization Meeting/Display Set up

Day 1: December 11, 2025

Time	Activity
8:00 – 12:00 NN	Ingress, Registration, Arrival, Check-in, Display Set-Up
12:00 – 1:30 PM	Lunch
2:30 – 4:00 PM	Welcome Reception
4:00 – 6:00 PM	Opening Ceremonies & Ribbon Cutting (with dinner)



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Day 2: December 12, 2025

Time	Activity
6:00 – 8:00 AM	Breakfast
8:00–9:30 AM	Orientation: Board of Evaluators
9:30 – 12:00 NN	Simultaneous Evaluation: • Display • Farm School Entries Presentation • Non-teaching Personnel Presentation
12:00 – 1:00 PM	Lunch
1:00 – 5:00 PM	Simultaneous Evaluation: • Teaching Personnel Simultaneous Presentation • Teaching-related Personnel
5:00 – 7:00 PM	Socials/Dinner

Day 3: December 13, 2025

Time	Activity
6:00 – 8:00 AM	Breakfast
8:00–9:30 AM	Plenary
9:30 – 12:00 NN	Awarding Ceremonies and Closing Program
12:00 – 1:00 PM	Lunch
1:00 – 3:00 PM	Egress



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Enclosure C: Innovation Paper Format

Title Page:

TITLE OF INNOVATION

Names of Innovators
School/Office
SDO

Classification

Implementation Dates



Address: Batinguel, Dumaguete City, 6200

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Introduction

- State the problem, proposed solution, rationale, and relevance.

Innovation Description & Comparative Analysis

- Key elements/details of your project, including how it aligns with the 10-point agenda
- A description of individuals or community groups who will benefit from and support the project and how you plan to communicate the value of the project.
- Other attempts at similar projects, with discussion of adaptability to the current landscape
- Describe *at least* two similar projects.
- At least one option that was considered but not selected, with a rationale as to why it was abandoned

Goal Statement

- State the goals and objectives.

Implementation Procedure:

- **Conceptualization** (*presents the conceptualization, consultation, and validation activities*)
- **Process Flow/Framework**
- **Project Management** (*discusses the management processes and the persons involved and their corresponding roles*)
- **Timeline** (*outlines the duration of the implementation stages: pre-implementation, implementation stage, and post-implementation*)
- **Resource Utilization** (*states the source of resources and the process of utilization in the making and managing of the innovation*)
- **Risks and Issue management** (*identifies potential risks and issues/challenges encountered and actions taken to mitigate or eliminate the impact to the target output/outcomes*)
- **Progress Monitoring** (*states the process, persons involved, and tool used in monitoring the implementation and outcomes of the innovation*)

Outputs

- Enumerate outputs and identify beneficiaries.

Sustainability Plan

- Detail future actions and enhancements.

Reflection

- A critical assessment of the innovation, a forward-looking statement that justifies the innovation's significance and its contribution to the



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goals of DepEd NIR; it also details the significant learnings of the proponent.

References (APA 7th Edition): should be in a different page

Mode of Verifications (MOVs): should be in a different page

Signatories: should be in a different page

Prepared by	Recommending Approval	Approved
Innovator/s	Immediate Head as prescribed above	SDS as prescribed above

Note:

- All entries must follow this format:
- Paper size: A4 Portrait
- Orientation: Portrait
- Margin: 2.54 cm (top, bottom, left, right)
- Font Size: 12
- References and Citations: APA 7th Edition



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Enclosure D: Innovation Poster Display

ISE SDO Innovation Poster Display

1. Poster Size and Layout

- **Standard Size:** *1m x 2m* per exhibitor.

2. Visual Presentation

- Use **high-quality visuals**
- Ensure **readability** of contents.
- Include:
 - **Innovation Title**
 - **Brief Description**
 - **Objectives**
 - **Problem-Solution Summary**
 - **Conclusion and Future Directions**
 - **References**

Poster Display & Rubric

Criteria	Description	Points
Innovation Clarity	Clarity, attractiveness, and effectiveness of visual materials; How well the innovation is communicated visually	30
Strategic Relevance & Integration	Alignment with ISE theme in design and messaging; Alignment with themes and goals	25
Visual Design & Appeal	Aesthetic appeal	25
Layout & Organization	Logical arrangement, accessibility, and ease of navigation	20
Total		100



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Enclosure E: Certificate of Endorsement

Certificate of Endorsement

This is to formally endorse that the entry titled [Innovation Title] by [Name of Innovator/s] has been awarded as the winner in the [Level of Governance] during the Innovation Strategic Expo 2025.

This recognition is granted in acknowledgment of the entry's exemplary innovation, impact, and contribution to strategic governance and development.

Given this [Day] of [Month], 2025.

[Name of Signatory]
[Position/Designation]
[Office]