

**Office of the Schools Division Superintendent**

January 26, 2026

**Division Memorandum**  
**No. 92 s. 2026**

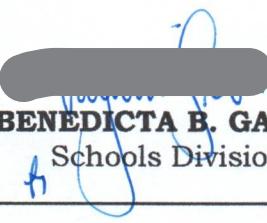
To: Assistant Schools Division Superintendent  
 Chief CID and SGOD  
 All Others Concerned

**SCHEDULE OF THE CONDUCT OF THE QBEDP FINALIZATION**

1. This is to disseminate the schedule of activities related to the QBEDP finalization.
2. The activities and schedule are as follows.

ACTIVITY	TIMELINE
Pre-works to be done by office Output: Completed workshop sheet	January 26-February 2, 2026
Presentation and Formulation of the QBEDP	February 3, 2026
Write shop of the QBEDP	February 4-6, 2026
Presentation of QBEDP	During DEXECOM
Submission to RO	5 days before the deadline

3. Personnel involved on February 3, 2026 shall be the SDS, ASDS, Chiefs (2), English Supervisor, Math Supervisor, Assessment Focal, GAD Focal, HRMO, SEPS-HRTD, SEPS-SMME, IPED Focal, and MEP-Focal.
4. On February 4-6, 2026 during the write shop, the 4 SEPS shall be in-charge in formulating the first draft of the QBEDP.
5. The secretariat for the activity shall be the following,  
 Efren Y. Danag, Planning Officer III  
 Vincent B. Martinez, EPS-SMME  
 Jessica T. Polig, PDO I
6. For information and dissemination.


  
**BENEDICTA B. GAMATERO PhD, CESO V**  
 Schools Division Superintendent



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