



2608- 11/2

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

24 AUG 2026

DIVISION MEMORANDUM

No. 690, s. 2026

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 1039, S. 2026
RECONSTITUTION OF THE POLICY REVIEW AND DEVELOPMENT COMMITTEE
(PRDC)**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Public Elementary and Secondary School Heads
All Others Concerned

1. Attached is the **Regional Memorandum No. 1039, s. 2026**, entitled **"Reconstitution of the Policy Review and Development Committee (PRDC)"** dated August 11, 2026. for the information and guidance of all concerned.
2. The PRDC was reconstituted pursuant to Section 4(c) of Republic Act No. 9155, to provide guidance in the review of existing national policies and the development of implementing guidelines responsive to identified issues and gaps..
3. The Committee shall strengthen the culture of policy review and assessment in the region and facilitate planning, policy research, and collaboration among functional divisions and Schools Division Offices.
4. Among the key responsibilities of the PRDC are:
 - a. provides guidance in the review, development, and evaluation of policies;
 - b. facilitates policy review and assessment based on research findings;
 - c. coordinates with DepEd Central Office on policy implementation;
 - d. manages and review policy briefs;
 - e. reviews and provide technical assistance in the development of implementing guidelines;
 - f. recommends policies and implementing guidelines for approval; and
 - g. ensures compliance through consolidated monitoring and evaluation reports.
5. All concerned are hereby enjoined All concerned are hereby enjoined to **take note of the provisions of the Regional Memorandum and provide the**



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@depd.gov.ph
Website: www.depedvigancity.com

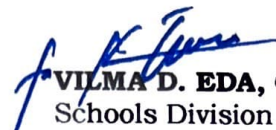
Your Feedback is important to us. Visit this link bit.ly/SDOViganCityCSM





Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

- necessary support and cooperation** in matters related to policy review, assessment, research, and development of implementing guidelines.
6. Immediate dissemination with this Memorandum are hereby directed.


VILMA D. EDA, CESO V
Schools Division Superintendent



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@depd.gov.ph
Website: www.depedvigancity.com

Your Feedback is important to us. Visit this link bit.ly/SDOViganCityCSM





Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 1039 s. 2026

208-1102 E 1397

**RECONSTITUTION OF POLICY REVIEW & DEVELOPMENT
COMMITTEE (PRDC)**

To: Regional Director
Assistant Regional Director
Chiefs of Functional Divisions
Schools Division Superintendents
Unit and Section Heads
All Others Concerned

1. Pursuant to Section 4(c) of Republic Act No. 9155 otherwise known as the Governance of Basic Education Act of 2001, which mandates the Department of Education Region I to formulate policies and plans responsive to local needs, this Office hereby reconstitutes the Policy Review and Development Committee (PRDC) to provide guidance in the review of existing national policies and development of implementing guidelines.
2. This Committee shall strengthen the culture of policy review and assessment across the Ilocos Region. The crafted implementing guidelines will facilitate the planning process, guide research undertakings, and promote collaboration among functional divisions and Schools Division Offices in the region.
3. Attached is the List of PRDC Members and their corresponding Roles and Responsibilities (Annex 1).
4. Immediate dissemination of this memorandum is desired.

elo
ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director
g *A* *g*

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index:
under the subjects:

POLICY PRDC
PPRD/ armjr/Reconstitution_PRDC
August 11, 2026

POLICY REVIEW



PPRD260378



Republic of the Philippines
Department of Education
REGION I

Annex 1

POLICY REVIEW AND DEVELOPMENT COMMITTEE (PRDC)

A. The Composition of PRDC are as follows:

Chairperson: Assistant Regional Director – Rhoda T. Razon

Co-Chairperson: Chief of Policy, Planning, and Research Division – Cecilia P. Rosido

Members: Chief of Administrative Division – Atty. Rhea Jor Carbonel
Chief of Curriculum & Learning Management Division – Dinah Bonao
Chief of Education Support Services Division – Sarah Q. Casuga
Chief of Finance Division – Arnold I. Vino
Chief of Field Technical Assistance Division – Arlene Niro
Chief of Human Resource Development Division – Maria Teresa M. Bautista
Chief of Quality Assurance Division – Oscar Flores
Unit and Section Heads

Alternates: Program Owners / Focal Persons of the different PPAs.

Secretariat: Policy, Planning, and Research Division (PPRD)

Adviser: Regional Director – Estela P. Leon – Cariño, EdD, CESO III

B. Roles and Functions of the PRDC

The Policy Review and Development Committee (PRDC) shall provide guidance on the review and analysis of existing policies, recommend the best alternatives to management, and formulate implementing guidelines that address identified issues and gaps.

1. The PRDC has the following specific responsibilities:
 - a. Provides guidance to program owners in the review, development, and evaluation of existing policies;
 - b. Gives direction to functional divisions and program owners on policy review and assessment based on research findings;
 - c. Coordinates with the DepEd Central Office regarding policy implementation;
 - d. Facilitates the review of policies;
 - e. Manages the preparation and review of policy briefs;
 - f. Forwards prepared policy briefs to the Chairperson and Co-Chairperson;
 - g. Recommends the approval of policy briefs as basis for program owners in crafting implementing guidelines;
 - h. Reviews the crafted implementing guidelines of program owners based on the results and recommendations cited in the policy briefs;
 - i. Renders technical assistance to program owners in the crafting and enhancement of implementing guidelines;
 - j. Recommends crafted implementing guidelines for further review and approval by the Chairperson and Co-Chairperson;
 - k. Ensures full compliance with implementing guidelines through a consolidated monitoring reports and evaluation process; and



Republic of the Philippines
Department of Education
REGION I

1. Facilitates the conduct of an annual review on the implementation of implementing guidelines.
2. The PRDC Secretariat shall perform the following duties:
 - a. Organize, coordinate, and document meetings of the Committee;
 - b. Prepare complete staff work in support of the Committee's functions as needed;
 - c. Facilitate the smooth flow of documents required during meetings; and
 - d. Perform such other related functions as may be assigned by the PRDC.