



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 527, s. 2025

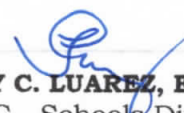
July 16, 2025

REITERATING THE TIMELINE ON THE IMPLEMENTATION OF PROJECT SHARE

(Selecting, Harvesting, Acknowledging, and Rewarding Excellent Varied Instructional Learning Resources)

TO: ASDS
Chiefs CID and SGOD
Education Program Supervisors
Public Schools District Supervisors / OIC PSDS
Elementary and Secondary School Heads, Public and Private
All Others Concerned

1. This is to reiterate the implementation of **Project SHARE**, where an orientation workshop was conducted last June 7-9, 2025, under DM 369, s. 2025, when some districts failed to send their participant writers and evaluators.
2. **Those participants who fail to attend are required to coordinate with the other districts assigned in the same subject area regarding processes, standards, and tools.**
3. Enclosed is RM No.760s. 2025, informing the field of the Adjusted Timeline of Project SHARE for everyone involved to keep track of the dates of the activities and submission of outputs, as well as the people responsible for each activity.
4. School-level QA teams led by the Public Schools District Supervisors are expected to submit the expected output on every activity under the School Level phase as indicated in the timeline.
5. **Education Program Supervisors are required to identify 2 Master teachers and 8 School Heads in their subject areas to compose the Division Project SHARE QA team. The names of these selected personnel and the manner of QA at the division level will be announced in a subsequent memorandum.**
6. If there is a need for writers and QA members to convene in one venue for effective implementation of each activity, expenses incurred, such as travel and food, shall be charged against school MOOE, subject to the usual accounting and auditing rules and regulations. It must be ensured that classes are not compromised.
7. This memorandum serves as **TRAVEL AUTHORITY**.
8. Immediate and wide dissemination of this memorandum is directed.


FAY C. LUAREZ, EdD, PhD TM CESO VI
OIC - Schools Division Superintendent



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS

0009392
 30 JUL 2025

Office of the Regional Director

REGIONAL MEMORANDUM

No. 0760, s. 2025

30 JUL 2025

ADJUSTED TIMELINE OF PROJECT SHARE

(Selecting, Harvesting, Acknowledging and Rewarding Excellent Varied Instructional Resources)

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 All Others Concerned

1. Relative to the implementation of Project SHARE—an initiative that aims to harvest and promote high-quality instructional plans (iPlans) developed by high performing teachers, this Office, through the Curriculum and Learning Management Division (CLMD), informs the field of the following adjusted timeline:

Phase	Significant Activities	Key Person in-Charge	Timeline (Days Covered)	Expected Output
School Level	Development/ Harvesting of iPlans by high-performing teachers	Assigned Teachers	June 15-August 5, 2025	Initial draft of iPlans (Version .01)
	Quality assurance by school-level QA team	QA Team (Master Teachers, School Head, PSDS)	August 6-August 24, 2025	Accomplished iPEC
	Field testing of iPlans by teachers and learners	Assigned Teachers	August 25-September 1, 2025	Feedback and recommendations for improvement
	Final review and revision of iPlans based on field test results	iPlan Writers, QA Team	September 2-10, 2025	Revised iPlans (Version .02)
Division Level	Division-level quality assurance by SDO QA Team	Learning Area Supervisors, Division QA Team	September 11-September 25, 2025	Accomplished iPEC
	Review and revision of iPlans	iPlan Writers, QA Team	September 26-October 5, 2025	Revised iPlans (Version .03)
	Endorsement of iPlans (Version .03) to Regional Office	Learning Area Supervisors	October 6-10, 2025	Endorsed iPlans for regional review
Regional	Regional-level quality assurance by Regional QA Team	CLMD Learning Area Supervisors, SDO Supervisors	October 11-31, 2025	Accomplished iPEC
	Review and revision of iPlans	iPlan Writers, QA Team	November 3-18, 2025	Revised iPlans (Version .04)



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DepEd Tayo Region VII



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Submission of finalized iPlans (Version 1.0) to DepEd RO7 repository	Regional Learning Area Supervisors	November 19-25, 2025	Region-approved iPlans uploaded to the repository
Issuance of Specialty Clearance for all approved iPlans	Regional CLMD Team	November 26-30, 2025	Specialty clearance granted to iPlans
Selection of Best iPlans	Regional CLMD Team	December 1-December 12, 2025	List of awardees
Recognition of iPlan contributors through iPOWER Awards	DepEd RO7	December 19, 2025	iPOWER Award winners recognized

2. To ensure effective implementation at the school and SDO levels, all designated Project SHARE focal persons are requested to monitor compliance with the adjusted timeline.

3. For inquiries, please contact Dr. Bryant C. Acar, Education Program Supervisor in Science and Project SHARE Focal at bryant.acar@deped.gov.ph or +639773295904 local 717 or 718.

4. Immediate dissemination and compliance with this Memorandum are directed.



SALUSTIANO T. JIMENEZ JD, EdD, CESO III

Director IV
Regional Director

STJ/FYA/CLMD/EBEJ/bca



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