Republic of the Philippines  
Department of Education  
REGION X  
Division of Digos City

DIVISION MEMORANDUM  
NO. 073, series 2016

TO: PUBLIC SCHOOLS DISTRICT SUPERVISORS (DISTRICT FOCALS)  
DATU ROGER A. MANAPOL, PRINCIPAL IV (DiCNHS)

FROM: DEE D. SILVA, DPA, CESO V1  
Assistant Schools Division Superintendent  
Officer-In-Charge

SUBJECT: IPED PLANNING ACTIVITIES OF THE DIVISION OFFICE  
AND SCHOOLS WITH IP LEARNERS

DATE: February 5, 2016

1. The Department of Digos City Division will conduct the IPEd Planning Activity  
of the Division and Schools with IP Learners on February 12, 2016, from 8:00am  
to 5:00pm, at the Nakayama Function Center, Mabini-Bataan Streets, Digos City.

2. Specifically, the activity aims to:

a. plan year-round activities for IP learners at the school/district and division levels that  
mainly respond to their need for a culture-responsive education;

b. ensure that the activities planned are in harmony with the DepED issuances,  
especially those that fall under festivities/celebrations; and

c. define strategies and activities that are within the thematic/focus areas of the  
Indigenous Peoples Education Program

3. The participants to this one-day planning activity are the following:

• 15 school heads from the schools in attendance to the IPEd engagements on  
November & December 2015
• 15 teachers from the schools in attendance to the November & December 2015 IPEd  
engagements (1 teacher per school)
• 15 planning officers (of the 15 schools in attendance to the November &December  
2015 IPEd engagements)
• 3 Public Schools District Supervisors (District Focals)
• 3 IPEd District Focals
• 2 teacher-implementer-documenters (Joy Jean Mabandos & Geoffrey Andrade)
• 1 IPEd Focal Person of DiCNHS-Main
• 1 School In-Charge of DiCNHS –Nappan Classes
- 2 representatives from the SGOD
- 4 representatives from the Bagobo-Tagabawa Community

4. School heads are advised to assign an Officer-In-Charge who will look after the school during their attendance to the activity. Classes of those teachers attending the activity should also be arranged in such a way that teachers who are in attendance thereof will prepare their lesson plans and instructional materials to be given to the teachers who will take charge of their respective classes.

5. Travel expenses, training materials, meals and snacks shall be charged against IPEd Program Support Fund 2015 (Division-downloaded) subject to the usual accounting and auditing rules and regulations.

6. For dissemination and compliance.