



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City




DIVISION MEMORANDUM
No. 1002, s. 2017


November 29, 2017

REQUIRED REPORTS/DOCUMENTS FOR DEDP WORKSHOP

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
SGOD SEPS/Program Holders (SBM, M & E, SocMob, HRDD, DRRM, YFP, Health and Nutrition, Planning and Research, Physical Facilities)
Unit Heads (Administrative Office, Supply Office, Records Section, HRM, Cashier's Office, Accounting Office, Budget Office, ICT Office, Legal Office)

1. In view of the preparation and finalization of the Division Education Development Plan (DEDP) comes December 11-13, 2017, this Office directs all unit heads, program holders and subject area focal persons to prepare the needed data for the aforementioned purposes using the attached template, re: Data on Area/Program/Subject Handled.
2. The said data shall be submitted to respective unit heads/division chiefs on December 7, 2017.
3. CID and SGOD Personnel are likewise expected to submit their Accomplishment Report from January to October 2017, in alignment with their respective KRAs in the IPCR, to their respective division chiefs for consolidation. Deadline of submission is on December 7, 2017.
4. For compliance of all concerned.


WINNIE E. BATOON, EdD
Officer in Charge
Office of the Schools Division Superintendent

DepEd Schools Division Office
RELEASED 12915
Date: DEC 04 2017 Time: 8:36
By: 

Encls: List Enclosures
References: DepEd Order
To be indicated in the Perpetual Index under the following subjects:
SUBJECT: SUBMISSION OF REQUIRED REPORTS FOR THE DEDP

Beverly: memorandum title SUBMISSION OF REQUIRED REPORTS FOR THE DEDP
Nov. 28, 2017

