Division Memorandum No. 226, s. 2017

TO : EMMANUEL P. HUGO
    Chief, Schools Governance and Operation (SGOD)
    BEVERLY S. DAUGDAUG, ED.D
    Chief, Curriculum Implementation Division (CID)
    AIRON M. ALEJANDRO
    Planning Officer III
    NEPTUNE L. TAMBIWAN
    Administrative Officer V – Budget Office

FROM : DEE D. SILVA, DPA, CESO VI
       Schools Division Superintendent

SUBJECT : Attendance to Orientation-Workshop on Program Management Information System (PMIS)

DATE : April 3, 2017

1. You are hereby directed to attend the Regional Orientation-Workshop on Program Management Information System (PMIS) on April 5-6, 2017 at the Waling-waling Hall, RO XI, Davao City.

2. Participants are expected to bring with them their respective electronic copies of approved Work and Financial Plan (WFP) and Disbursement Program under Continuing and Current Funds for FY 2017, and at least one (1) laptop and extension cord.

3. Meals and snacks are chargeable against regional funds, while transportation and other incidental expenses shall be charged against local funds, all subject to the usual accounting and auditing rules and regulations.

4. The first meal to be served is the lunch of April 5, 2017 while the last meal is the dinner of April 6, 2017.

5. For your guidance and compliance.
MEMORANDUM

TO: Schools Division Superintendents
   Asst. Schools Division Superintendents
   Chiefs, RO XI-Functional Divisions

FROM: Atty. ALBERTO T. ESCOBARTE, CESO III
       Director IV
       TERESITA G. RAMIREZ
       Assistant Regional Director

SUBJECT: Orientation-Workshop on Program Management Information System (PMIS)

DATE: March 31, 2017

Pursuant to the Unnumbered Memorandum dated February 15, 2017 from Usec. Jesus L.R. Mateo, entitled: Conduct of Orientation on PMIS and Uploading of FY 2017 Work and Financial Plan, it is imperative for the Regional Offices and Schools Division Offices to Upload the FY 2017 Work and Financial Plan to the PMIS.

Anent to this, the Regional Office would conduct an orientation and workshop on April 4-6, 2017 at the Waling-waling Hall, DepEd. RO XI. On April 4, 2017, only the Regional Functional Divisions shall be the participants of this activity, while on April 5-6, 2017 will be the schedule of Schools Division Offices participants.

Below is the list of the expected participants:

<table>
<thead>
<tr>
<th>Division</th>
<th>Involve Persons</th>
<th>No. of Pax</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Compostela Valley</td>
<td>SDS/ASDS; Planning Officer;</td>
<td></td>
</tr>
<tr>
<td>2. Davao City</td>
<td>Budget Officer;</td>
<td></td>
</tr>
<tr>
<td>3. Davao del Norte</td>
<td>SOOD and CID Chiefs</td>
<td></td>
</tr>
<tr>
<td>4. Davao del Sur</td>
<td>(For Davao Occidental Division the Designated SOOD and CID Chiefs, Planning Officer and Budget Officer)</td>
<td>55</td>
</tr>
<tr>
<td>5. Davao Occidental</td>
<td></td>
<td></td>
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<tr>
<td>6. Davao Oriental</td>
<td></td>
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<tr>
<td>7. Digos City</td>
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<tr>
<td>8. Island Garden City of Samal</td>
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<tr>
<td>9. Mati City</td>
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<tr>
<td>10. Panabo City</td>
<td></td>
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<tr>
<td>11. Tagum City</td>
<td></td>
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</tr>
<tr>
<td>12. Regional Office Divisions</td>
<td>Regional Director and Asst. Regional Director Division Chiefs and Program Focal Person Supervising Administrative Officer (FD) Policy Planning and Research Division Personnel</td>
<td>21</td>
</tr>
</tbody>
</table>

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Participants are advised to bring their respective electronic copies of approved Work and Financial Plan (WFP) and Disbursement Program under Continuing and Current Funds for FY 2017 and at least one (1) laptop and extension cord.

Meals and snacks will be served during this activity chargeable against the regional funds, while transportation and other incidental expenses shall be charged against the local funds, subject to the usual accounting and auditing rules and regulations. This is a live-out orientation and workshop. Day 1 for Regional participants (1 meal, lunch and two snacks), day 2 (2 meals, lunch and dinner and two snacks) and day 3 (3 meals and 2 snacks) will be served in this three-day orientation and workshop duration.

Immediate dissemination and appropriate action on this Memorandum is desired.
MEMORANDUM

TO : Regional Directors
Schools Division Superintendent

FROM : JESUS A. MATEO
Undersecretary

SUBJECT : Conduct of Orientation on PMIS and Uploading of FY 2017 Work and Financial Plan

DATE : February 15, 2017

In its quest to improve internal efficiency on managing, monitoring, and reporting the implementation progress of different programs, projects, and activities (PPAs), the Department of Education (DepEd), through the Planning Service (PS), developed the Program Management Information System (PMIS) last 2014. The PMIS is designed to facilitate systematic data collection, storage, analysis, and reporting of physical and financial performance of different PPAs. This information system will provide decision-makers with relevant and real-time data on the progress of implementation of PPAs necessary for policy development.

Today, given the directives of the new administration and as one of the emerging priorities of Sec. Leonor Magtolis Briones, the PMIS will be enhanced and will be expanded to ensure effective monitoring of the following items:

a. physical and financial plans of PPAs under CO and MOOE including PS for newly created items;
b. obligation and disbursement by office and program;
c. fund transfers at every level of governance (CO, RO, DO, and School); and

d. balances and utilization of continuing funds.

One of the major processes in PMIS is the uploading of Work and Financial Plan of all offices/units from Central down to school level.

In view of the above, the Planning Service, lead by Planning and Programming Division together with Finance Service - Budget Division, and Information and Communications Technology Service (ICTS) will conduct a series of PMIS Roll Out to all Regional Offices (ROs) and Schools Division Offices (SDOs) starting February 21 to March 10, 2017.

The main objective of the activity is to upload the approved Work and Financial Plans of all ROs and SDOs in the system. The Indicative Program of Activities is reflected in Attachment 1. For more focused and productive discussions, this activity is divided into six clusters.

The following are the schedule of the regions per cluster (excluding travel time):

PPD/Issues/Minutes
DepEd Complex, Pasig City 1600 687-2744 687-2744 www.dcs.org.ph
The following are the schedule of the regions per cluster (excluding travel time):

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Region</th>
<th>Date</th>
<th>Venue*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 1</td>
<td>CAR, I and II</td>
<td>Feb 21-22</td>
<td>Within NCR</td>
</tr>
<tr>
<td>Cluster 2</td>
<td>III and NCR</td>
<td>Feb 23-24</td>
<td>Within NCR</td>
</tr>
<tr>
<td>Cluster 3</td>
<td>IV-A, IV-B and V</td>
<td>Feb 28 - Mar 1</td>
<td>Within NCR</td>
</tr>
<tr>
<td>Cluster 4</td>
<td>VI, VII and NIR</td>
<td>Mar 2-3</td>
<td>Within Cebu City</td>
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<tr>
<td>Cluster 5</td>
<td>VIII, IX and X</td>
<td>Mar 7-8</td>
<td>Within Cagayan de Oro City</td>
</tr>
<tr>
<td>Cluster 6</td>
<td>XL, XLI, CARAGA, and ARMM</td>
<td>Mar 9-10</td>
<td>Within Cagayan de Oro City/Beac</td>
</tr>
</tbody>
</table>

*separate advisory will be issued

Participants to this activity are: (1) Regional Office – Chiefs of PPRD, CLMD and FD, (2) Schools Division Office – Chiefs of SGOD and CID, and Budget Officer/Accountant.

To ensure the smooth arrangement of the activity, all participants are hereby requested to take note of the following:

1. The confirmation of attendance, through this link [https://goo.gl/AnFyAc](https://goo.gl/AnFyAc), is on or before:
   - February 17 – Clusters 1 and 2
   - February 24 – Clusters 3 and 4
   - March 3 – Clusters 5 and 6

2. Accommodation will be shouldered by BBST, while travelling expenses will be charged to local funds, subject to the usual accounting and auditing rules and regulations.

3. Participants are requested to bring their respective electronic copies of approved WFPs (Physical Plan, Obligation, and Disbursement Program under Continuing and Current Fund) for FY 2017, laptop, extension cord, and pocket wifi (if available) for internet connectivity.

4. Accommodation will start at 02:00 PM on Day 0 of every schedule, and the first meal to be served will be dinner.

For inquiries and clarifications, please contact Mr. Donux Nievaz Jr. of PPD-P5 through telephone nos. (02) 633-7216 or 093-6636 or e-mail address at donux.nievaz@pppd.gov.ph

For strict compliance.

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March 16-17 - kathy