



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



**DIVISION MEMORANDUM**

No. 490, s. 2017

**TO :** **CID Chief-** Dr. Beverly S. Daugdaug

**Division SBM Task Force**  
SGOD OIC-Chief- Mrs. Sollie B. Oliver  
SBM Coordinator Mrs. Evangeline A. Hernan  
Member- Mrs. Ida Juezan

**Public Schools District Supervisors**  
Mrs. Zenaida G. Guya Mrs. Cherry Rossette E. Oliva  
Mrs. Helen A. Casimiro Mrs. Ferna Renira T. Alde  
Mrs. Rosalinda A. Adlaon Mr. Ely G. Cataluña  
Mr. Patriotiso O. Peñas Miss Arlene P. Barba



**Division M & E EPS** Mrs. Maria C. Jadloc

**District SBM Coordinators**  
Digos Occidental District- Mr. Julieto C. Trazo  
Digos Oriental District- Mrs. Antonia S. Jumawan  
Mt. Apo District- Mr. Aldin J. Barsalote Jr.

**DiCNHS Principal** Datu Roger A. Manapol, Ed.D.

**Digos City Senior HS Principal** Dr. Raquel L. Cedenio

**Division HRDD SEPS** Mr. Ronald Dedace

**FROM :**   
**WINNIE E. BATOON, Ed.D.**   
Officer-In-Charge  
Office of the Schools Division Superintendent

**SUBJECT :** 2-Day Orientation-Workshop on Enhanced SIP, AIP, APP and PPMP  
for Public Schools District Supervisors, District SBM Coordinators,  
and School Heads of Digos City National High School and Digos City  
Senior High School

**DATE :** August 1, 2017

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1. In order to effectively render technical assistance to the school heads as regards preparation and monitoring of the implementation of Enhanced School Improvement Plan (E-SIP), Annual Implementation Plan (AIP), Annual Procurement Plan (APP) and Project Procurement Management Plan (PPMP), a 2-Day Orientation-Workshop on Enhanced SIP, AIP, APP and PPMP for Public Schools District Supervisors will be conducted on August 8-9, 2017 at Arnaldo's Hotel and Restaurant, Digos City.

2. School heads assigned as District SBM Coordinators together with the school heads of Digos City National High School and Digos City Senior High School, being the frontline personnel in the dissemination of SBM updates to their respective districts/schools, are likewise identified as participants to the above mentioned training for better in-depth understanding of the E-SIP process.
3. The Orientation-Workshop mentioned herein will be facilitated by the Division SBM Task Force together with the M&E Education Program Specialist and will be overseen by the HRDD Senior Education Program Specialist.
4. All participants are requested to bring hard copy of E-SIP, AIP, APP and PPMP for ready reference.
5. Meals and snacks of the participants shall be chargeable against Human Resource Training and Development (HRTD) Funds, while travel expenses shall be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
6. The training will run from 8:00AM to 12:00PM and 1:00PM to 5:00PM each day. Everyone is expected to be at the venue on the above specified time.
7. For guidance and compliance.

JepEd Schools Division Office

**RELEASED** 7310

Date: 01 AUG 2017 Time: 4:52 pm

By: 