DIVISION MEMORANDUM
No.: [31], s. 2018

2-DAY INTENSIVE MENTORING-WRITESHOP ON ENHANCED SIP, AIP, PPMP AND APP

TO: BEVERLY S. DAUGDAUG, EdD
CID Chief

Attn: Public Schools District Supervisors
Public Elementary and Secondary School Heads

1. Pursuant to Division Memorandum No. 058-D s.2018 entitled Submission of Enhanced SIP, Annual Implementation Plan (AIP), Annual Procurement Plan (APP), and Project Procurement Management Plan (PPMP), the deadline for submission of the above-named documents is January 31, 2018.

2. To this date, there are 23 out of 47 school heads (49%) who failed to submit such documents.

3. To ensure 100% submission, a 2-Day Intensive Mentoring-Writeshop on Enhanced SIP, AIP, PPMP and APP shall be conducted on February 15-16, 2018 at DepEd Digos City Division Conference Room by the Division SBM Task Force in partnership with the Public Schools District Supervisors to the identified school heads whose names are in the attached list. Attendance to this activity is to be given priority. A No Proxy Policy shall be observed, hence the identified participants are expected to attend.

4. Participants to this activity are directed to bring the following:

I. Data Gathered
   B. List of Identified Priority Improvement Areas (PIAs)
   C. Results of Listening to the Voice of the Learners and Stakeholders
   D. Results of Root Cause Analysis

II. Laptop and Extension Wire

III. Printer (1 Printer per cluster of schools with the same PSDS)

5. Travel expenses and registration fee covering 2 lunch and 4 snacks for 2 days shall be chargeable against School MOOE for school heads-participants, while registration fee for Public Schools District Supervisors and other Division Personnel shall be
chargeable against Division INSET funds, both subject to the existing accounting and auditing rules and regulations. The amount for registration fee shall be disseminated through a division advisory upon completion of procurement process.

6. For information, guidance and compliance.

FOR AND IN THE ABSENCE OF:

WINNIE E. BATOOK, EdD, CESE
Officer In-Charge
Office of the Schools Division Superintendent

Ends: as stated
Reference: Division Memorandum
To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE SBM WRITESHOP
Evangeline A. Hernan: 2-Day Intensive Mentoring-Writeshop on Enhanced SIT, AIP, PPMP and APP
6 February 2018

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LIST OF PARTICIPANTS TO THE 2-DAY INTENSIVE MENTORING-WRITESHOP ON ENHANCED SIP, AIP, PPMP AND APP ON FEBRUARY 15-16, 2018 AT DEPED DIGOS CITY CONFERENCE ROOM

I. Division Personnel

SDS Winnie E. Batoon .................................................. Helen A. Casimiro-PSDS
ASDS Melanie P. Estacio ............................................. Rosalinda C. Adlaon-PSDS
SGOD Chief Sollie B. Oliver .......................................... Patriotiso O. Peras-PSDS
Evangeline A. Herman- Div SBM Coor. ............................. Cherry Rossette E. Oliva-PSDS
Ida I. Juezan- Div SBM TF Member .................................. Ferna Renira T. Aldo-PSDS
Maria C. Jadioc- M&E EPS ............................................ Ely G. Cataluna-PSDS
Zenaida G. Guya-PSDS .................................................. Arlene P. Barba-PSDS

II. School Personnel

1. Felizev Lloyd C. Sayson- .............................................. Lungag ES
2. Elegio L. Planas- ..................................................... Mahayahay ES
3. Jonathan Relion- ...................................................... Remedios N. Sapala ES
4. Allen Joseph R. Malahay- ............................................. Dulangan ES
5. Celedonia Alavado- ................................................... Damnas ES
6. Wilson D. Catingub- .................................................. Federico Alferez ES
7. Tita T. Heramiz- ....................................................... Ruparan ES
8. Rextie L. Pancho- ..................................................... DICNHS Balabag High School Annex
9. Rogan G. Adanza- ..................................................... Goma NHS
10. Aimee Porto- .......................................................... Matti NHS
11. Edberto Real- .......................................................... Ruparan NHS
12. Erlito T. Damo- ....................................................... Don Mariano Marcos ES
13. Jacqueline Jaum- ...................................................... Isaac Abalayan ES
14. Angelito C. Villagonzalo- ............................................ San Miguel ES
15. Merilyn T. Salboro- ................................................... RMCES
16. Antonia S. Jumawan- ................................................. Aplaya ES
17. Liberty Sosas- .......................................................... Badiang ES
18. Joy Bautela- .............................................................. Cogon ES
19. Elecel B. Adam- ....................................................... Pedro Garcia ES
20. Roberto Jalalon- ....................................................... Dawis ES
21. Efren M. Durano- ...................................................... Dawis NHS
22. Rowelem Rosima- ..................................................... Apolandia ES
23. Raquel Ramos- ....................................................... Soong ES

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