



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



DIVISION MEMORANDUM
No. 318, s. 2019

April 23, 2019

Submission of Top Five School Priority Needs to be Presented During Partnership Convergence

To: Chiefs, CID and SGOD
EPS – SGOD
Division Engineer
Division ASP Coordinator
All Public Elementary and Secondary School Heads
All others concerned

1. Partnership is an essential strategy in mobilizing resources to meet school needs. As a way of maximizing this strategy, schools are hereby instructed to submit their top five priority school needs to be packaged for presentation as school projects to potential partners during a division-wide partnership convergence.
2. The following shall be prepared by the schools for each of the five priority needs:
 - A short description of the need and why is it a priority of the school;
 - Photos of each priority need with captions;
 - A budget proposal or program of works (POW) for each priority need.
3. The documents related to the above priority needs shall be submitted to the review team composed of the following personnel:

NAME	POSITION	DESIGNATION
Ms. Evangeline A. Hernan	Education Program Supervisor	Division SBM Coordinator
Engr. Helen N. Franconas	Engineer III	Division Physical Facilities Coordinator
Mr. Peter-Jason C. Senarillos	Senior Education Program Specialist	Division Adopt-A-School Program Coordinator

4. After the review team has examined each project, the school shall finalize the packaging and come up with a poster presentation for the partnership convergence which shall be scheduled later.
5. The deadline for the submission of the top five priority needs shall be on May 10, 2019.
6. Expenses related to the preparation of the presentation of projects shall be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
7. For your information, guidance and compliance.

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
1904-839

DATE: 24 APR 2019 TIME: 2:22 PM

Encls:

References:

To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE PARTNERSHIP

WINNIE E. BATOON, EdD

Officer in Charge

Office of the Schools Division Superintendent

For and in the absence of the
Schools Division Superintendent

[Signature]
SOLLIE B. OLIVER, LLB
Chief ES-SGOD
4/24/19

PJS: SUBMISSION OF TOP FIVE SCHOOL PRIORITY NEEDS TO BE PRESENTED DURING PARTNERSHIP CONVERGENCE
23 April 2019