



Republic of the Philippines
Department of Education
 REGION III – CENTRAL LUZON
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

October 9, 2023

SCHOOLS DIVISION MEMORANDUM

No. 368, s. 2023

SDO FY 2024 ANNUAL PLANNING AND WORKSHOP CUM TRAINING AND CAPACITY BUILDING ON THE DEPED QUALITYMANAGEMENTSYSTEM

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 All Public Elementary and Secondary Schoolheads
 All Others Concerned

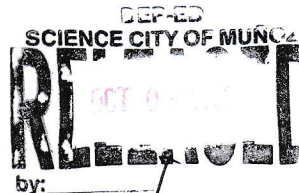
1. Relative to the DepEd Order No. 009, s. 2021, this Office shall be holding SDO Annual Planning and Workshop for FY 2024 cum Training and Capacity Building on the DepEd Quality Management System (QMS) among SDO personnel on October 10 – 12, 2023 at Mines View Park Hotel, Baguio City.
2. This activity aims to strategize the operational plans and QMS in order to minimize if not eradicate hindrances and red flags in terms of processes and support services and implementations of its deliverables based on its priority key result areas towards the accomplishments of its educational outcomes for FY 2024.
3. There shall be a skeletal force in the Schools Division Office for its continuous operation.
4. Enclosure Nos. 1 and 2 contain the matrix of activities and the list of participants per group.
5. Expenses relative to the conduct of this activity shall be charged against INSET funds subject to usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.


JOHANNA N. GERVACIO PhD, CESO V
 Schools Division Superintendent

Encl: as stated
 To be indicated in the Perpetual Index
 Under the following subjects:

QUALITY MANAGEMENT SYSTEM
 SDO ANNUAL PLANNING

SEPS HRD/SDO Annual Planning and Workshop for FY 2024
 011/October 9, 2023





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 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 1 to SDM No. 368, s. 2023

MATRIX OF ACTIVITIES

NO.	DATE/TIME	ACTIVITY	IN-CHARGE/RESOURCE PERSON
DAY 1			
October 10, 2023			
0	4:30-8:00	ASSEMBLY/TRAVEL TIME	CITY HALL COMPOUND/BAGUIO CITY
1	8:00-12:00	REGISTRATION	FCC ABAO
2	1:00-1:20	OPENING PROGRAM PRAYER NATIONALISTIC SONG PLEDGE TO THE FLAG PLEDGE OF GOVT EMPLOYEE	AV PRESENTATIONS
3	1:20-1:30	CHECKING OF PARTICIPANTS	CSTALUSAN
4	1:30-1:35	HOUSE RULES	LBESPIRITU
5	1:35-1:40	STATEMENT OF PURPOSE	BAGARGABITE
6	1:40-4:00	PRESENTATION OF SDS OPCRF	MVSIMINIG
7	4:00-6:00	PRESENTATION OF SDO BUDGET FY 2024	MVMANGALINDAN
DAY 2			
October 11, 2023			
1	7:30-8:00	MOL	MDSALDERO
2	8:00-2:00	STRATEGIC AND OPERATIONAL PLANNING AND WORKSHOPS	ETVILLAROS
3	2:00-4:00	PRESENTATION OF OUTPUTS OSDS	FCSBERMUDA
4	4:00-5:00	PROCESSING AND EVALUATION	SDS/OIC-OASDS
DAY 3			
October 12, 2023			
1		MOL	LPCORPUZ
2	8:00-10:00	PRESENTATION OF OUTPUTS CID	LBESPIRITU
3	10:00-11:00	PROCESSING AND EVALUATION	SDS/OIC-OASDS
4	11:00-1:00	PRESENTATION OF OUTPUTS SGOD	BAGARGABITE
5	1:00-2:00	PROCESSING AND EVALUATION	SDS/OIC-OASDS
6	2:00-3:00	SYNTHESIS /WAYS FORWARD/CLOSING PROGRAM	SDS/OIC-OASDS
7	3:00 ONWARD	HOME SWEET HOME	ALL PAX



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Enclosure No. 2 to SDM No. 268, s. 2023

List of Participants and Groupings

	1	2	3	4
1	BERNARDO GARGABITE	LARRY ESPIRITU	MARIANNE CORONEL	ERLEO VILLAROS
2	CYRIL TALUSAN	CHRISTIAN DELA CRUZ	JOHANN TABING	JAYSON FLORES
3	ALVIN TANGONAN	AARON SOBREVILLA	FHRIESSY CRUZ BERMUDA, II	LAMBERTO CORPUZ
4	PEDRO DE GUZMAN	MARLON SIMINIG	AUGUSTO MATEO	RODOLFO DIZON
5	JOMEL MANGAWANG	MARY QUEEN ORPILLA	JOEL DIZON	JONNADEL PATONONA
6	MELODY GALINGAN	ZORAIDA ESPINO	STELLA MARIE DUMALE	EMALYN MAGLANOC
7	MA. MERCEDEZ CRUZ	MARICHELLE MERCULIO	MERCEDITA SALDERO	NELIE SACMAN
8	MICHELLE JAYME	JOANA MARIE TORDA	AILEEN MACTAL	WINNIE POLI
9	ROSAN ARISTON	WINNIE VALDEZ	DEI CHIARA ABAO	FAYE CAMILLE ABAO
10	KIMBERLY JOAN TADEO	MAY PADILLA	NOVALYN RODOLFO	ANN CHRISTIAN FRANCISCO
11	SHEENA CABARDO		FELERMA URBANO	RONA MAE ESPERANZATE