



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



January 07, 2019

Division Memorandum
No. 039 s. 2019

CONTINUOUS IMPROVEMENT (CI) TEAM

To: BEVERLY S. DAUGDAUG- Chief CID
SOLLIE B. OLIVER, LLB, MATE- Chief SGOD
PSDS Concerned
NORELIZA MISAL- Division Accountant
JESSICA LUCERO- ESP II
EDSEL NACUA- ESP I
ANTONIA JUMAWAN- ESP II
ANGELITO VILLAGONZALO- ESP II

Attention: Division CI Coaches and Teams

1. In line with the implementation of the Continuous Improvement (CI) Program, this office will conduct a conference of the trained CI Teams on January 18, 2019 at 1:00 PM at the Division Conference Hall.
2. The conference aims to:
 - a. Revisit the phases of CI in preparation for the monthly coaching.
 - b. Plan out for echo training of 5S as Visual Management to the Teams' respective workplaces.
 - c. Conduct updating of reports on action plans submitted.
3. Participants to this conference are the Division Coaches and the teams trained last November 10-14, 2018 at Grand Regal Hotel, Davao City. Please see attached sheet. Strictly no proxy allowed.
4. Transportation allowance and travel expenses of the participants shall be charged against the school MOOE or other local funds subject to the usual accounting and auditing rules and regulations.
5. For information, guidance and widest dissemination of all concerned.

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED
19-25813

DATE: 11 JAN 2019 TIME: 10:34 AM

BY: [Signature]

[Signature]
WINNIE E. BATOON, Ed. D
Officer-in-Charge
Office of the Schools Division Superintendent

Encls: List of Coaches and CI Teams

Reference: Regional Memorandum No. 188, s. 2018 dated October 10, 2018

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

SUBJECTS GOVERNANCE CONFERENCES

ijj: DIVISION CONFERENCE ON CONTINUOUS IMPROVEMENT (CI) TRAINERS AND COACHES
01-08-2019