

Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2022-_004

To

Cherrie Anne B. Bohol

SGOD-EPS

Subject:

CONDUCT OF TECHNICAL PLANNING-WORKSHOP DESIGN AND

EQUIP THE NEAP-SHA FOR HYFLEX INSTRUCTIONS FOR PUBLIC

SCHOOL TEACHERS AND SCHOOL HEADS

Date

August 24, 2022

This is in reference to Memorandum dated August 2, 2022 from Dir. Abram Y.C. Abanil, Director IV, Information and Communication Technology Service and Regional Memorandum ORD-2022-029 dated August 9, 2022 from RD Allan Farnazo, Director IV, Regional Office XI, re: Conduct of Technical Planning-Workshop Design and Equip the NEAP-SHA for Hyflex Instructions for Public School Teachers and School Heads.

Part of this activity is project scoping to discuss the details of the project to properly design the concept and cost for projects to be participated by the proponents identified by the Regional Office. The technical planning-workshop will be conducted on August 29, 2022 to September 2, 2022 in Davao City and will be facilitated by the ICTS-Technology Infrastructure Division (ICTS-TID).

In view of the foregoing, you are hereby instructed to attend the abovementioned activity. You are entitled to one (1) day Compensatory Overtime Credit (COC) for your attendance on August 29, 2022 which is a holiday, in celebration of the National Heroes Day in the Philippines.

Transportation expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

For information and compliance.

CRISTY C. EPE

Schools Division Superintendent

DepEd Schools Division of Digos City

Enclosed: As stated.

SGOD/cab

Address: Roxas cor. Lopez Jaena Street, Zone Jl, Digos City (8002)

Telephone Nos.: (082) 553-8375; (082) 553-8396



Department of Education

DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

ORD-2022-029

To

Schools Division Superintendents / OIC - SDS

Chiefs of: Administrative Services Division, Finance Division

Human Resource Development Division, and

Field Technical Assistance Division

Subject:

CONDUCT OF TECHNICAL PLANNING-WORKSHOP

DESIGN AND EQUIP THE NEAP-SHA FOR HYFLEX INSTRUCTIONS FOR PUBLIC SCHOOL TEACHERS

AND SCHOOL HEADS

Date

August 9, 2022

Herewith is the Memorandum dated August 2, 2022, from Dir. Abram Y.C. Abanil, Diretor IV, Information and Communication Technology Service, on the Conduct of Technical Planning-Workshop Design and Equip the NEAP-SHA for Hyflex Instructions for Public School Teachers and School Heads.

Part of this activity is project scoping to discuss the details of the project to properly design the concept and cost for projects to be participated by the proponents identified by the Regional Office. The technical planning-workshop will be conducted on August 29, 2022, to September 2, 2022, in Davao City and will be facilitated by the ICTS-Technology Infrastructure Division (ICTS-TID).

In view of the foregoing, the participants in the above-mentioned activity are entitled for one (1) day Service Credit for the teaching personnel and Compensatory Overtime Credit (COC) for the non-teaching personnel for their attendance on August 29, 2022 which is a holiday, in celebration of the National Heroes day in the Philippines.

Attached is the program and participants of the activity.

Transportation expenses of participants shall be charged to local funds. However, funds for meals, venue and accommodation are charged to downloaded fund of Regional Office (OSEC-11-22-5417).

Immediate dissemination and proper action of this memorandum is desired.

d. BY: (1) EVEN TO THE PARTY OF THE PARTY OF

ALLAN G. FARNAZO Director IV

Enclosure: As stated. ORD/ICT3/jcw

> Address: F. Torres St., Davao City (8000) Telephone Nos.: (082) 291-1665; (082) 221-6147

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oed Schools Division of Diges



Department of Education

DAVAO REGION

Office of the Regional Director

Annex A

PROGRAM OF ACTIVITIES

TIME	August 29 Monday	August 30 Tuesday	August 31 Wednesday	Sept. 1 Thursday	Sept. 2 Friday	Sept. 3 Saturday
6:00 AM		BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST
8:00 AM						
8:30 AM	ARRIVAL/ REGISTRATION	Ocular	Workshop	Finalizing the Output	Presentation of Output	CHECK-OUT
12:00 PM		Inspection				
12:00 PM	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	
1:30 PM - 5:00 PM	Goal Setting/ Requirement Setting & Expectations	Assessment/ Workshop Period	Assessment Workshop Period	Finalizing the Output	Exit Conference	
6:00 PM	DINNER	DINNER	DINNER	DINNER	DINNER	

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Department of Education

DAVAO REGION

Office of the Regional Director

Annex B

Participants

#	Division	Name	Position	School/Office	
1	RO XI	Nelma Lyn R. Barnija	Chief-HRDD	RO XI	
2	RO XI	Ricardo C. Guinto	I OTI	RO XI	
3	RO XI	Pocholo C. Hernandez	CP II	RO XI	
4	RO XI			RO XI	
5	RO XI	Engr. Jay Amor Gardose	Engr. I	RO XI	
6	RO XI	Ronnie S. Mercado	EPS	ROXI	
7		Bob Dylan Manabat	ITO I	Division Office	
8	Davao de Oro	Renato N. Pacpakin	EPS	Division Office	
9	Davao del	Cristopher Gonzales	EPS, SGOD	Division Office	
10	Norte	Armando Olmedo	Principal IV	Tulalian NHS	
11	Davao del Sur	Ruben Asan	EPS	Division Office	
12		Isidora Cermino	PSDS	Cluster 2	
13		Nick B. Jamisola	School Head	Mahayag NHS	
14	Davao City	Stevenson T. Velasco	Teacher III	Doña Carmen Denia	
15		William D. Enriquez	Principal	Doña Carmen Denia	
16	Davao	Jesus Lascuna	Chief-SGOD	Division Office	
17	4	Kier V. Taña	Teacher 1	Basiawan NHS	
18		Engr. Jay-Ar Oceña	Engr. III	Division Office	
	Oriental	Ernesto H. Cabanes	Chief-SGOD	Division Office	
20		Cherrie Ann B. Bohol	EPS, SGOD	Division Office	
21		Jay Nang	Chief-SGOD	Division Office	
22	IGACOS	Kevin Milo	ITO I	Division Office	
23	Mati City	Gina Flores	Chief-CID	Division Office	
24		Tyron A. Dujali	ITO I	Division Office	
25	-	Engr. Eric Valencia	Engr. III	Division Office	
26		Januario E. Yamota	Chief-CID	Division Office	
27		Ross Chito G. Palo	PSDS		
28	⊣ Tagum City	Jeffrey Villarosa	Principal IV	Tagum NHS	



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Republic of the Philippines **Department of Education**

Pasig City, Philippines

Office of the Undersecretary

FOR

ALLAN G. FARNAZO

Regional Director

Region XI

FROM

ABRAM Y. C. ABANIL

Director IV

Information and Communication Technology Service

SUBJECT

CONDUCT OF TECHNICAL PLANNING-WORKSHOP DESIGN AND EQUIP THE NEAP-SHA FOR HYFLEX INSTRUCTIONS FOR PUBLIC SCHOOL TEACHERS

AND SCHOOL HEADS

DATE

August 2, 2022

The additional Program Support Fund (PSF) amounting to Five Hundred Thousand Pesos (Php500,000.00) under Sub-Allotment Release Order No. OSEC-11-22-5417 is already downloaded to fund the technical planning-workshop to transform the National Educators' Academy of the Philippines - "School Heads Academy" (NEAP-SHA).

Part of the activity is project scoping to discuss the details of the project to properly define the design concept and cost for projects to be participated by the project proponent identified by the regional office. The technical planning workshop will be conducted on 29 August to 02 September 2022 in Davao City and to be facilitated by the ICTS-Technology Infrastructure Division (ICTS-TID).

In this regard, kindly inform this office on the result of procurement of lease of venue for this activity.

Attached hereto are the following documents:

- 1. Sub-Allotment Release Order No. OSEC-11-22-5417 (Annex A)
- 2. Program of Activities
- 3. Region XI Request Letter

DepEd Complex, Meralco Ave., Pasig City

For clarification or more information on these matters, please direct concerns to ENGR. OFELIA L. ALGO, Information Technology Officer III/ Chief, Technology Infrastructure Division at Phone Nos: +632.6332363 / +63.9088782413 Email:

Thank you.



Republic of the Philippines Department of Education Pasig City, Philippines

Annex "A"



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUDGET DIVISION - FINANCE SERVICE
CENTRAL OFFICE
DISECTION, N. P. J. Arthur Ph. X. L. G.



SUB-ALLOTMENT RELEASE ORDER

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Republic of the Philippines Department of Education

Pasig City, Philippines



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ALLAN G. FARNAZO



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TECHNICAL PLANNING-WORKSHOP DESIGN AND EQUIP THE NEAP-SHA FOR HYFLEX INSTRUCTIONS FOR PUBLIC SCHOOL TEACHERS AND SCHOOL HEADS

DATE: 29 August to 03 September 2022

Venue: Davao City

Program of Activities

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DATE / TIME	August 29 Monday	August 30 Tuesday	August 30 Wednesday	September 1 Thursday	September 2 Friday	September 2 Friday
6:00am			1			
8:30am 8:30am 12:00NN	Arrival / Registration	Ocular inspection Technical Team	Assessment/ Workshop Period Technical Team	Finalizing the Output Technical Team	Presentation of Output / All participants	CHECK-OUT
12:00- 1:30	LUNCH BREAK					
1:30PM 5:00PM	Goal Setting / Requirement Setting &	Assessment/ Workshop Period	Assessment/ Workshop Period	Finalizing the Output Technical	Exit Conference All	
	Expectations All participants	Technical Team	Technical Team	Team	participants	
6:00PM			DINNER			