



Republic of the Philippines
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 above-mentioned 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
RECORDS SECTION

RELEASED
22-89435

DATE: AUG 25 2022 TIME: _____

Enclosed: As stated.
SGOD/cab



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
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	ARRIVAL/ REGISTRATION	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST
8:00 AM		Ocular Inspection	Assessment/ Workshop Period	Finalizing the Output	Presentation of Output	CHECK-OUT
8:30 AM						
12:00 PM						
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	



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

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



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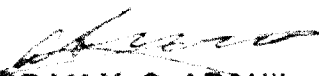
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Republic of the Philippines
Department of Education
Pasig City, Philippines

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

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.

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

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