



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2023-277

To : Cherrie Ann B. Bohol, EPS  
Marjun B. Rebosquillo, SEPS-PR

Subject : REGIONAL TRAINING ON POLICY ASSESSMENT AND IMPLEMENTATION

Date : June 30, 2023

In reference to the herewith attached Regional Memorandum PPRD-2023-069, "Regional Training on Policy Assessment and Implementation", the above-mentioned personnel are hereby directed to attend the said activity on July 6-7, 2023, Opal Room of RELC-NEAP, exclusive of travel time.

Further, participants are requested to pre-register through <https://bit.ly/PreregPolicyAssessment>. Other contents of the attached memorandum are self-explanatory and explicitly discuss the inclusion of details.

Transportation, incidental expenses, and board and lodging shall be charged against local funds subject to the existing accounting and auditing rules and regulations.

For information, guidance, and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**

DATE: JUL 05 2023 TIME: 9:57am

BY: *[Signature]*

Enclosed: As stated.  
SGOD/PR/mbr



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Records 23-20919



Republic of the Philippines  
**Department of Education** SCHOOLS DIVISION OF DIGOS CITY  
DAVAO REGION RECORDS SECTION

Office of the Regional Director  
**REGIONAL MEMORANDUM**  
PPRD-2023-069

**RECEIVED** 104275  
DATE: JUN 29 2023 TIME: 1:00pm  
BY: [Signature]

To : Schools Division Superintendents  
Regional Office Functional Division Chiefs  
All Others Concerned

Subject: REGIONAL TRAINING ON POLICY ASSESSMENT AND IMPLEMENTATION

Date : June 26, 2023

In line with DepEd Memorandum DM-HROD-2023-00617 known as the DepEd RO and SDO Office Functions version 3.0, DepEd Regional Office XI through the Policy Planning and Research Division, will be conducting **Regional Training on Policy Assessment and Implementation on July 6-7, 2023, Opal Room of RELC-NEAP, exclusive of travel time.** The activity aims to: (1) orient the participants on the DepEd's policy review and implementation process; (2) identify the objectives (goal, outcome, and outputs) of the selected policy for group workshops/activities; (3) capacitate participants on the crafting of policy implementation plan. As part of the workshop, Schools Division Offices are requested to submit the pre-work template (see Annex 3 for the Mechanics) on or before **July 3, 2023, before 5:00 P.M.** Participants are requested to pre-register through <https://bit.ly/PreregPolicyAssessment>.

As education leaders, there is a need to develop and further strengthen the aptitude of male and female DepEd personnel in policy assessment and implementation to lead in the review of existing policies and issued local implementation guidelines as well as gathering analysis of feedback for policy recommendation.

Transportation, incidental expenses, and board and lodging shall be charged against local funds subject to the existing accounting and auditing rules and regulations.

For further inquiries and clarifications on this matter, contact Dr. Cherry Ann D. Into, Education Program Supervisor of the Policy Planning and Research Division, via (082) 224-0750.

Immediate dissemination of this Memorandum is highly desired.

DEPARTMENT OF EDUCATION RO XI  
RECORDS SECTION  
**RELEASED**

ROP2/cadi

By: [Signature] Date: June 29, 2023  
Time: 20919

**ALLAN G. FARNAZO**  
Director IV [Signature]



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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Office of the Regional Director  
Annex 2

**Regional Training on Policy Assessment and Implementation**  
July 6-7, 2023 (8:30 A.M.)  
**Opal Room, NEAP – Quirino Avenue, Davao City**

<b>List of Participants</b>	<b>Office</b>	<b>Number of Participants</b>	<b>RO/SDO</b>
RD	Office of the Regional Director	1	RO
ARD	Office of the Assistant Regional Director	1	RO
Education Program Supervisors	CLMD, FTAD, QAD, HRDD	4	RO
PPRD Secretariat	PPRD	6	RO
SEPS for Planning and Research and Research Coordinator	SGOD	12	SDO
Education Program Supervisors	CID	11	SDO
<b>TOTAL No. of Participants</b>		<b>35</b>	



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Republic of the Philippines  
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Office of the Regional Director  
 Annex 1

<b>INDICATIVE PROGRAM</b>	
<b>Regional Training on Policy Assessment and Implementation</b>	
July 6-7, 2023	
<b>Opal Room, NEAP – Quirino Avenue, Davao City</b>	
<b>Activity</b>	<b>Persons Involve</b>
Registration	PPRD Team
Program Preliminaries	
Acknowledgement of Participants	<b>Emmanuel Alpha D. Sicam</b> Planning Officer III
Welcome Message	<b>Rebonfamil R. Baguio</b> Director III
Rational and Objectives	<b>Marilyn B. Madrazo, EdD</b> Chief PPRD
Inspirational Message	<b>Allan G. Farnazo</b> Director IV
Pre-Test	<b>Cherry Ann D. Into, EdD</b> EPS - PPRD
Plenary Session 1	Resource Speaker
Workshop 1	RO and SDO Participants
Presentation of Workshop 1	RO and SDO Participants
<b>Lunch Break</b>	
Plenary Session 2	Resource Speaker
Workshop 2	RO and SDO Participants
Presentation of Workshop 2	RO and SDO Participants
Closing and Wrap Up	PPRD Team
<b>Day 2</b>	
Management of Learning	PPRD Team
Plenary Session 3	Resource Speaker
Workshop 3	RO and SDO Participants
Presentation of Workshop 3	RO and SDO Participants
<b>Lunch Break</b>	
Post Test	<b>Cherry Ann D. Into, EdD</b> EPS - PPRD
Closing Program	
Insights, Reflections and Ways Forward	RO and SDO Participants
Awarding of Certificates	<b>Marilyn B. Madrazo, EdD</b> Chief PPRD
Wrap Up and Closing	PPRD Team
<b>Jomar Boy A. Cuyos</b> EPSp II	



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**Office of the Regional Director**

Annex 3

**Mechanics and Pre-work Template**

**Objectives:**

Identify the objectives (goal, outcome, and outputs) of the selected policy for group workshops/activities during the virtual training.

**Mechanics:**

1. Each division shall identify a DepEd Order (see prework) which will be the subject of group workshop/exercise.
2. The selected DepEd Order shall be: - Related to Planning and Research functions and relevant to office operations - Issued from 2016 onwards - Active or is presently being implemented.
3. SDO may select a non-PS DepEd Orders as last resort and with justification (e.g. Planning and Research has an oversight role in policy monitoring & evaluation).
4. Identify the objectives of the DepEd Order, namely: - Goal (See Policy Statement and also Rationale and Scope) - Outcome (See Policy Statement and also Rationale and Scope) - Outputs (See Procedures).
5. Submit/upload your accomplished workshop template on or before on or before July 3, 2023 through <https://bit.ly/PreregPolicyAssessment>.

DepEd Order No.	Title	Date Issue
16 s. 2017	The Research Management Guidelines	20-Mar-17
58 s. 2017	Adoption of New School Forms for Kindergarten, Senior High School, Alternative Learning System, Health and Nutrition and Standardization of Permanent Records	27-Nov-17
3 s. 2018	Basic Education Enrollment Policy/Information Requirements and Validation Processes	26-Jan-18
27 s. 2019	Guidelines on the Yearly Collection of Data	20-Sep-19
8 s. 2020	Guidelines on Enrollment for School Year 2020-2021 in the Context of the Public Health Emergency due to COVID-19	28-May-20
12 s. 2020	Adoption of the Basic Education Learning Continuity Plan for School Year 2020-2021 in the Light of the COVID-19 Public Health Emergency	19-Jun-20
11 s. 2021	Guidelines on the Operationalization of the Program Management Information System	24-Feb-21



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Annex 3

**Pre-work Template**

DepEd Order <i>Number, Year, Title</i>	Goal/Impact <i>Long-term, widespread improvement in the society/ agency</i>	Outcome/s <i>Intermediate effects of outputs to clients</i>	Output/s <i>Products and Services Produced</i>
<b>Example:</b> DO 13 s. 2015: Establishment of a Policy Development Process at the Department of Education	Effective and efficient achievement of education outcomes	DepEd offices developed responsive policies through established policy development process	DepEd policies issued Policies reviewed/evaluated Proposed policies compliant with standards



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