Office of the Schools Division Superintendent
DIVISION MEMORANDUM
SGOD-2024-279

To   :   Cecile C. Uy, EPS II-M&E

Subject :   CORRIGENDUM TO THE PARTICIPATION IN THE CLUSTERED
TRAINING ON PLANNING AND MONITORING TECHNOLOGIES

Date   :   June 24, 2024

In reference to the attached Regional Memorandum PPRD-063, S. 2024, re: "Participants to the Clustered Training on Planning and Monitoring Technologies", this Office directs the personnel mentioned above to participate in the activity on June 30-July 5, 2024 at Apo View Hotel, Davao City as a replacement to Sir Reyzen O. Monserate, SEPS-M&E who was first registered in the approved list.

This activity aims to 1) capacitate participants with the planning and monitoring Technologies, 2) capacitate participants on monitoring technologies to enable efficient progress monitoring, identification of bottlenecks and action planning and 3) provide an overview of the Education Future's Thinking and enable participants to view through the strategic lens.

In support to paragraph 1.4.11 of DepEd Order No. 53, s. 2023 or known as Updated Guidelines on Grant of Vacation Service Credits and Compensatory Overtime Credits (COC), a 1-day service credit shall be granted to each participant whose activity falls on a Saturday, Sunday, Holiday, or scheduled day off.

Travel and other incidental expenses shall be charged against local funds subject to the existing accounting and auditing rules and regulations.

For information, guidance, and compliance.

MELANIE P. ESTACIO, PhD, CESO VI
OIC- Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION
RECEIVED
DATE: JUN 24 2024   TIME: 1:40p
BY:

Enclosed: As stated.
SGOD/PR/mbr

Office of the Schools Division Superintendent
DIVISION MEMORANDUM
SGOD-2024-_374_

To	:	Reyzen O. Monserate, SEPS-M&E
		Airon M. Alejandro, Planning Officer-III
		Marjun B. Rebosquillo, SEPS-P&R

Subject :   PARTICIPATION IN THE CLUSTERED TRAINING ON PLANNING AND MONITORING TECHNOLOGIES

Date   :   June 21, 2024

In reference to the attached Regional Memorandum PPRD-063, S. 2024, re: "Participants to the Clustered Training on Planning and Monitoring Technologies", this Office directs the personnel mentioned above to participate in this activity on June 30-July 5, 2024 at Apo View Hotel, Davao City.

This activity aims to 1) capacitate participants with the planning and monitoring Technologies, 2) capacitate participants on monitoring technologies to enable efficient progress monitoring, identification of bottlenecks and action planning and 3) provide an overview of the Education Future's Thinking and enable participants to view through the strategic lens.

In support to paragraph 1.4.11 of DepEd Order No. 53, s. 2023 or known as Updated Guidelines on Grant of Vacation Service Credits and Compensatory Overtime Credits (COC), a 1-day service credit shall be granted to each participant whose activity falls on a Saturday, Sunday, Holiday, or scheduled day off.

Travel and other incidental expenses shall be charged against local funds subject to the existing accounting and auditing rules and regulations.
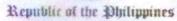
For information, guidance, and compliance.

MELANIE P. ESTACIO, PhD, CESO VI
OIC- Schools Division Superintendent

DepEd School Division of Digos City

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24-123744
DATE: 2 4 JUN 2024   TIME: 1:29
BY:

Enclosed: As stated.
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Republic of the Philippines

Department of Education

DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
PPRD-2024-063

To   :   Schools Division Superintendents
              Chief Education Supervisors, PPRD, QAD
              All Others Concerned

Subject: PARTICIPANTS TO THE CLUSTERED TRAINING ON PLANNING
            AND MONITORING TECHNOLOGIES

Date   :   June 18, 2024

Pursuant to the Memorandum signed by Nolasco A. Mempin, Undesecretary for Administration, this Office informs the conduct of **Clustered Training on Planning and Monitoring Technologies on June 30 – July 5, 2024 at Apo View Hotel, Davao City.**

The training activity aims to:

1. Capacitate participants with the planning and monitoring technologies and enable equitable ad effective resource programming and allocation.
2. Capacitate participants on monitoring technologies to enable efficient progress monitoring, identification of bottlenecks and action planning.
3. Provide an overview of the Education Future's Thinking and enable participants to view through the strategic lens.

Identified participants are listed in the enclosure. For logistics and other preparations, all participants are requested to register at **http://tinyurl.com/Pre-Reg-CTPMT**.

Travel and other incidental expenses 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 Cherry Ann D. Into, Education Program Supervisor of Policy Planning and Research Division, at (082) 224-0750.

Immediate dissemination of this Memorandum is highly desired.

ALLAN G. FARNAZO
Director IV

RECORDS SECTION
RELEASED
BY: 9:00 a
Date: June 20, 2024
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Office of the Regional Director

Enclosure A

Clustered Training on Planning and Monitoring Technologies
June 30 – July 5, 2024 - Apo View Hotel, Davao City

Name	Designation	Office/SDO
1. Marilyn B. Madrazo, EdD	Chief ES	RO PPRD
2. Jenielito S. Atillo	Chief ES	RO QAD
3. Cherry Ann D. Into, EdD	EPS	RO PPRD
4. Emmanuel Alpha D. Sicam	Planning Officer III	RO PPRD
5. Darly D. Lamentac	EPS	RO QAD
6. Shella Lu M. Dela Cerna	Statistician I	RO PPRD
7. Mack Arthur C. Gamayot, PhD	SEPS for P&R	Davao City
8. Annalyn M. Loreto	SEPS for P&R	Davao De Oro
9. Melanie O. Madin	SEPS for P&R	Davao Del Norte
10. Kirk Sonny Gil P. Heruela, PhD	SEPS for P&R	Davao Del Sur
11. Janeth R. Octura, EdD	SEPS for P&R	Davao Occidental
12. Rowil A. Tirro	SEPS for P&R	Davao Oriental
13. Erick S. Dalumpines, EdD	SEPS for P&R	Panabo City
14. Joan Christella A. Cereno	SEPS for P&R	Mati City
15. Marjun M. Rebosquillo	SEPS for P&R	Digos City
16. Graciela Ambrona	SEPS for P&R	IGACOS
17. Joseph O. Chagas, EdD	SEPS for P&R	Tagum City
18. Fritzi Ivy J. Dalangin	PO III	Davao City
19. Shiela L. Cambungga	PO III	Davao De Oro
20. Suzzanc Marie G. Dacuycuy	PO III	Davao Del Norte
21. Rheenald B. Ranara	PO III	Davao Del Sur
22. Remus B. Lumaya	PO III	Davao Oriental
23. Dick Navaja, PhD	PO III	Davao Occidental
24. Airon M. Alejandro	PO III	Digos City
25. Rolando A. Borja	PO III	IGACOS
26. Yvonne E. Razaga	PO III	Mati City
27. Ker Denzel G. Infiesto	PO III	Panabo City
28. Tagum	PO III	Tagum City
29. Ma. Flora C. Arcenal	SEPS for M&E	Davao City
30. Marnely Jane A. Bernal	SEPS for M&E	Davao De Oro
31. Arnel F. Labasan	SEPS for M&E	Davao Del Norte
32. Boubert Dumagan	SEPS for M&E	Davao Del Sur
33. HAZEL M. DESABILLE	SEPS for M&E	Davao Occidental
34. Alan D. Limbadan	SEPS for M&E	Davao Oriental
35. Reyzen O. Monserate	SEPS for M&E	Digos City
36. Ariene M. Lubrano	SEPS for M&E	IGACOS
37. Mercy R. Paglinawan	EPSp II for M&E	Mati City
38. Ronmar V. Jayoma	SEPS for M&E	Panabo City
39. Rollan P. Inis	SEPS for M&E	Tagum City

Policy Planning and Research Division

Cluster Training on Planning and Monitoring Technologies
June 30 -July 5, 2024 – Apo View Hotel Davao City

Day	Topic	Objectives
Day 1: PM June 30, 2024	Arrival and Registration Region X	
Day 1: AM July 1, 2024	Preliminaries Input: Strategic Planning: Concepts, Process, Types of Plans, Strategic Planning Cycle	Present and level -off on the concepts of strategic planning, types and cycle
Day 2: AM July 2, 2024	Input: Situational Analysis • Results Framework: Data Collection and Organization • Dashboard and KPIs • Review of Past Performance • PESTLE • SWOT Workshop and Presentation	Establish the current context and performance; Identify problematic performance indicators; pinpoint and locate problem areas (Programs, target groups, key stages) that need to be addressed.
Day 2: PM July 2, 2024	Input: Prioritization based on causality: Problem Analysis and Solutions Identification Workshop and Presentation	Identify root problems causing underperformance and formulate solutions.
Day 3: AM July 2, 2024	Input: Setting the Targets Using Different Lenses	Present different lenses that are useful in analysis of the context and in setting the targets
	Input: Key Shifts and Change Strategies	Formulate change strategies based on the environment analysis that would address priority probe areas.
	Workshop and Presentation	
Day 3: PM July 2, 2024	Input: Scenario Building	Present how the financial requirement of the plan is prepared based on current parameters

Republic of the Philippines

Department of Education

DAVAO REGION

Policy Planning and Research Division

Day 4: AM July 4, 2024	Input: Writing of Development Plan	*Explain the standard outline in preparing a development plan*
	Input: Plan Appraisal	*Introduce how plans will be appraised*
Day 4: PM July 4, 2024	Input: Monitoring, Evaluation Adjustment and Learning Plan Workshop and Presentation	*Present how to prepare monitoring, evaluation, adjustment, and learning (MEAL) plan*
Day 5: AM July 5, 2024	Input: Education Futures	*Present the concept of education futures as guide in developing a quality development plans*
Day 5: PM July 5, 2024	Synthesis and Closing Activities	
End of Training		

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MEMORANDUM

FOR
: **Regional Directors**
Assistant Regional Directors
Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs of the Policy Planning and Research Division (PPRD), Quality Assurance Division (QAD), and School Governance and Operations Division (SGOD)

FROM
: **NOLASCO A. MEMPIN**
Undersecretary for Administration

SUBJECT
: **Clustered Training on Planning and Monitoring Technologies**

DATE
: 14 March 2024

As part of the efforts to ensure that all education plans are aligned with the Department's objectives and priorities, the Planning Service – Planning and Programming Division (PS-PPD) will conduct a **series of capacity-building activities on Planning and Monitoring Technology.**

The capacity building program was launched in 2019, with the aim of developing the skills of the field office staff to create context-specific, evidence-based, demand-driven, and feasible education development and operation plans. The training covered situational analysis, data organization, problem analysis, and stock-taking. However, due to a lack of follow-up training and frequent personnel movement, there are gaps in knowledge. To address this, a comprehensive training program will be conducted to equip planning teams with the skills to effectively use planning and monitoring tools and technologies.

Specifically, the training activity aims to:

1. Capacitate participants with the planning and monitoring technologies and enable equitable and effective resource programming and allocation.

Room 508, 5th Floor Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone No.: (02) 8638-1780; Email: usecforadministration@deped.gov.ph
DepEd Philippines   @depedphilippines   @DepEd_PH   www.deped.gov.ph

2. Capacitate participants on monitoring technologies to enable efficient progress monitoring, identification of bottlenecks, and action planning.
3. Provide an overview of the Education Future's Thinking and enable participants to view through the strategic lens.

Moreover, this five (5)-day training shall cover topics and discussions on the latest planning tools and methodologies to wit:

a. Situation and Problem Analysis
b. Forecasting and Targeting
c. Key Shifts and Change Strategies
d. Scenario Building
e. Education Futures Thinking
f. Developing a Results Framework
g. Feedback Loop in Monitoring
h. Monitoring, Evaluation, and Adjustment

(Please see attached indicative program design for reference)

Identified participants are primarily those who are directly involved in the planning and monitoring processes as follows:

1. **Regional Offices:**

Policy, Planning, and Research Division (PPRD)

a. Chief Education Supervisor
b. Education Program Supervisor (EPS)
c. Planning Officer (PO)

Quality Assurance Division (QAD)

a. Chief
b. Senior Education Program Specialist for Monitoring and Evaluation (SEPS for M&E)

2. **Schools Division Offices**

School Governance & Operation Division

a. SEPS for Planning and Research
b. Planning Officer
a. SEPS for School Management Monitoring and Evaluation

Regions shall be grouped into clusters, and each cluster shall have a designated Regional Office to host the training activity. The training activity will be funded through the provision of Program Support Funds (PSF) to be downloaded to the identified host regions through issuance of a *Sub-Allotment Release Order (Sub-ARO)*. Regional Offices may opt to express interest in hosting the training activity through a formal letter of request.

Further details on the administrative, and other arrangements shall be communicated in a separate issuance.

For any questions or if you need further clarifications, please get in touch with **Mr. Deryll S. Santos** or **Mr. Marc Adrian F. Gianan** from the Planning Service – Planning and Programming Division. You may reach them via email at ps.ppd@deped.gov.ph and kindly copy marc.gianan@deped.gov.ph and deryll.santos@deped.gov.ph. Alternatively, you may also contact them through telephone number (02) 8633-7216.

Thank you.

Capacity Building on Planning and Monitoring Technologies
Indicative Program Design

Day	Topic	Objectives
Day 1: AM	Arrival and Registration	
Day 1: PM	Preliminaries Input: Strategic Planning: Concepts, Process, Types of Plans, Strategic Planning Cycle	Present and level-off on the concepts of strategic planning, types, and cycle
	Input: Education Futures	Present the concept of education futures as guide in developing a quality development plans
	Input: Situational Analysis - Results Framework: Data collection and organization - Dashboard and KPIs - Segmentation and Characterization - Review of Past Performance - PESTLE - SWOT Workshop and Presentation	Establish the current context and performance; Identify problematic performance indicators; Pinpoint and locate problem areas (programs, target groups, key stages) that need to be addressed
Day 2: AM	Input: Prioritization based on causality: Problem Analysis and Solutions Identification Workshop and Presentation	Identify root problems causing underperformance and formulate solutions
Day 2: PM	Input: Setting the Targets Using of Different Lenses	Present different lenses that are useful in analysis of the context and in setting the targets;
	Input: Key Shifts and Change Strategies	Formulate change strategies based on the environment analysis that would address priority problem areas
	Workshop and Presentation	
Day 3: AM	Input: Scenario Building	Present how the financial requirement of the plan is prepared based on current parameters
Day 3: PM	Input: Writing of Development Plan	Explain the standard outline in preparing a development plan
	Input: Plan Appraisal	Introduce how plans will be appraised
Day 4: AM	Input: Monitoring, Evaluation, Adjustment and Learning Plan Workshop and Presentation	Present how to prepare monitoring, evaluation, adjustment, and learning (MEAL) plan
	Synthesis and Closing Activities	
	End of Training	