

Republic of the Philippines

Department of Education

CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY

Office of the Schools Division
Superintendent


9 March 2021

OFFICE MEMORANDUM
No. 001, s. 2021

**YEAR-END PERFORMANCE 2020 AND DIVISION EDUCATION DEVELOPMENT
PLAN (DEDP) 2019-2024 REVIEWS CUM WORKSHOP**

To : **Functional Division Chiefs
All Section/Unit Heads
Concerned Public Schools District Supervisors
Concerned Education Program Supervisors
Others Concerned**

1. In carrying-out the Plan-Do-Check-Act (PDCA) Cycle in all processes and implementation of programs, projects, and activities (PPAs) aligned with the quality management system (QMS), the Schools Division Office (SDO) Proper will conduct a **Year-End Performance 2020 and Division Education Development Plan (DEDP) 2019-2024 Reviews cum Workshop on 15-17 March 2021, 8-5 PM at H101 Ecolodge, Magsaysay Road, Baguio City.**
2. Refer to the following Enclosures of this Memorandum for the further details:
Enclosure 1: Expected Participants
Enclosure 2: Indicative Program Matrix
3. The Division Annual Implementation Plan (AIP) 2020 Accomplishment (plan versus actual) template can be accessed through google sheet link: <https://tinyurl.com/2020BaguioAccomplishmentReport>. All unlocked cells are for editing by the program owners and for presentation during the activity.
4. Immediate and wide dissemination of this Memorandum is required.


MARIE CAROLYN B. VERANO, CESO V
Schools Division Superintendent *Miy*

Encl.: As stated
Reference:
To be indicated in the Perpetual Index:
under the following subjects
Performance Review DEDP PDCA
Source / Section:
SGOD-PR 2021-03-8



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SCHOOLS DIVISION OFFICE OF BAGUIO CITY**

Enclosure 1 to Division Memorandum 001, s. 2021

**YEAR-END PERFORMANCE 2020 AND DIVISION EDUCATION DEVELOPMENT
PLAN (DEDP) 2019-2024 REVIEW CUM WORKSHOP**

EXPECTED PARTICIPANTS

Expected Participants	Number of Participants
Schools Division Superintendent	1
OIC – Assistant Schools Division Superintendent	1
Division Chiefs	2
Section/Unit Heads or Representatives - CID	3
Section/Unit Heads or Representatives - OSDS	12
Section/Unit Heads or Representatives - SGOD	12
Education Program Supervisor Representatives - CID	8
Education Program Supervisor - SGOD	1
Public Schools District Supervisor Representatives - CID	5
Secretariat - OCES, PR and SMME	5
Total	50



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Website: www.deped.gov.ph | Facebook Page: [facebook.com/DepEdTayogBaguioCity](https://www.facebook.com/DepEdTayogBaguioCity)



ISO 9001:2015 Certified
Quality Management System
7881 PIV 15-2020-1228
Issued on 12/27/2019



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CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY

Enclosure 2 to Division Memorandum 001, s. 2021

**YEAR-END PERFORMANCE 2020 AND DIVISION EDUCATION DEVELOPMENT
PLAN (DEDP) 2019-2024 REVIEW CUM WORKSHOP**

INDICATIVE PROGRAM MATRIX

TIME	MARCH 15, 2021	MARCH 16, 2021	MARCH 17, 2021
8:30-8:45 AM	Preliminaries	Preliminaries	Preliminaries
8:46- 9:00 AM	Opening Message and Statement of Purpose: Marie Carolyn B. Verano, CESO V Schools Division Superintendent	Message Christopher C. Benigno OIC-Assistant Schools Division Superintendent	Plan Formulation for Midterm Plan 2022- 2024 Facilitators: SGOD- PR OSDS-BUDGET
9:01-10:00 AM	Basics of Operational Planning: an Echo from Public Management Development Program, Development Academy of the Philippines Reynalyn T. Padsuyan Senior Education Program Specialist s	Division Education Development (DEDP) Plan 2019-2024 And Midterm Plan Review Facilitator: SGOD- PR	
10:01-10:15 AM	HEALTH BREAK	HEALTH BREAK	HEALTH BREAK
10:16-12:00 NN	Presentation of Annual Implementation Plan (AIP) 2020 Accomplishment (Plan versus Actual) per Functional Division *use google sheet 1. CID 2. OSDS 3. SGOD Facilitator: SGOD - SMME	Continuation...	Presentation of the Midterm Plan 2022- 2024 Facilitators: SGOD- PR OSDS-BUDGET
12:01-1:00 PM	LUNCH BREAK	LUNCH BREAK	LUNCH BREAK
1:01-2:00 PM	Continuation...	DEDP 2019-2024 and Midterm Plan Adjustment Workshop Facilitator: SGOD- PR	Presentation of finalized DEDP 2019- 2024 version 2 and Midterm Plan 2022- 2024 for adoption Facilitator: SGOD- PR
2:01-3:00 PM	Continuation...	Continuation...	Continuation
3:01-3:15 PM	HEALTH BREAK	HEALTH BREAK	HEALTH BREAK
3:16-5:00 PM	Processing and Synthesis Nino Tibangay Education Program Supervisor - SGOD	Continuation	Closing Program



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ISO 9001:2015 Certified
Quality Management System
Valid till 12/31/2025
Issued on 12/27/2015