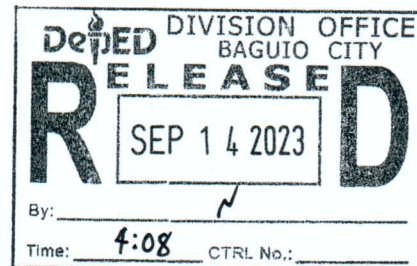




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



September 14, 2024

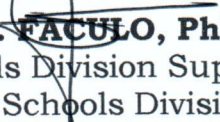
DIVISION MEMORANDUM

No. 367-2023

CORPORATE PLANNING AND 2024 BUDGETING

To: Asst. Schools Division Superintendent
All Chief Education Supervisors
Public Schools District Supervisors
Concerned School Heads
Unit/Section Heads and Program Owners
All Others Concerned

1. Cognizant of our efforts to be responsive to emerging educational challenges in carrying-out the Plan-Do-Check-Act in all processes, the Division Office will conduct its annual Corporate Planning and Budgeting on September 18-21, 2023 at Ynads Place Hotel and Resort, San Fernando, La Union.
2. The activity aims to craft the 2024 Division Annual Implementation Plan and finalize the Programs, Projects and Activities for FY 2024 MOOE, Special Education Fund, General Fund and other sources of funds.
3. Participants are requested to bring their laptops for the workshops. Also, bring your fitness heroes t-shirt for the morning exercise. Please see the attached List of Participants and Training Matrix.
4. This memo will serve as Authority to Travel of the listed participants.
5. Immediate dissemination of this memorandum is desired.


SORAYA T. FACULO, PhD, CESO VI
Asst. Schools Division Superintendent
OIC, Office of the Schools Division Superintendent





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LIST OF PARTICIPANTS

	Name	Position Title
1	Soraya T. Faculo	Schools Division Superintendent
2	Christopher C. Benigno	Asst. Schools Division Superintendent
3	Juliet C. Sannad	Chief Education Supervisor - CID
4	Nino M. Tibangay	Chief Education Supervisor - SGOD
5	Mary Jane N. Malihod	Education Program Supervisor
6	Nora Dalapnas	Education Program Supervisor
7	Loida Mangangey	Education Program Supervisor
8	Marina D. Tabangcura	Education Program Supervisor
9	Virginia Alindayo	Education Program Supervisor
10	Jojo Ambros	Education Program Specialist II
11	Marilyn Api-it	Education Program Supervisor
12	Lourdes Lomas-e	Public Schools District Supervisor
13	Nieves D. Ebanio	Administrative Officer V
14	Belen R. Tomin	Administrative Officer V (Budget Officer)
15	Lilibeth Degsi	Accountant III
16	Vima Cadungog	Administrative Officer IV (Supply Officer)
17	Harris G. Dizon	Information Technology Officer
18	Annette Doyaoen	Attorney III
19	Honeylette Engnggeg	Administrative Officer II
20	Juliet D. Piok	Senior Education Program Specialist
21	Asuncion C. Saguid	Senior Education Program Specialist
22	Jovelyn Petra T. Balantin	Senior Education Program Specialist
23	Jerry C. Ymson	Education Program Supervisor
24	Felto Agpawa	School Principal
25	Rey Gapasin	School Principal
26	Olivia Gomez	Planning Officer III
27	Francisco Copsiyan	Education Program Supervisor
28	Augie Simangan	Project Development Officer II
29	Agnes Totaan	Nurse II
30	Maria Loreta Andrada	Dentist
31	Mary Libeney Sito	Medical Officer III
32	Maria Lorena Galera	Administrative Assistant II (Secretariat)
33	Joanna Villareal	Administrative Aide VI (Secretariat)
34	Charlie Docto	Driver
35	Peter Lid-ayan	Driver





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PROGRAM MATRIX
2023 CORPORATE PLANNING AND BUDGETING

DATE	ACTIVITY	Person In-charge
September 18, 2023		Officers of the Day: Ma.Lorena Galera;Joanna Villareal Facilitator: Jovelyn Balantin
6:00AM-6:45AM	Assembly Time	TWG
6:46AM - 10:00 AM	Travel to Venue	TWG
10:01AM-11:00 AM	Opening Program	Chief Niño M. Tibangay
11:01AM-12:00 AM	2023 Program Implementation Review	Asuncion C. Saguid
12:01AM - 1:00 noon	Lunch break	
1:01 PM- 3:00 PM	Orientation on Compendium Version 3 c/o ASDS	Dr. Christopher C. Benigno,EdD.PhD,CESO VI
3:01PM - 3:40 PM	Check-in and Health Break	
3:41PM- 4:40 PM	Workshop Proper	TWG
4:41PM - 6:00 PM	Presentation of output - CID, OSDS, SGOD	Chief Niño M. Tibangay;Chief Juliet Sannad;AO V Nieves Ebanio
6:01 PM- 7:00 PM	Dinner	
September 19, 2023		Officers of the Day: Augie Perl Simangan Facilitator:Asuncion C. Saguid
7:00AM – 8:00 AM	Breakfast	
8:00 AM – 8:30 AM	MOL (CID)	
8:30 AM - 9:30AM	Essential Components of Strategic Planning in DepEd	Olivia Gomez
9:30 AM - 9:45AM	Health Break	





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9:45 AM- 11:00AM	Analysis of 2023 Accomplishments vis a vis 2023 AIP; Presentation of PAPs in the DEDP;	Jerry C. Ymson, EPS
11:00AM - 12:00 Noon	Prioritization of PPAs	Jerry C. Ymson, EPS
12:00 - 1:00PM	Lunch Break	
1:00 PM- 1:40PM	Presentation of AIP 2024 template	Olivia Gomez
1:40 PM- 3:30PM	Workshop Proper	Olivia Gomez, Jerry Ymson
3:30 PM- 3:45PM	Health Break	
3:45PM - 5:00PM	Presentation of output - CID, OSDS, SGOD	TWG
September 20, 2023		Officer of the Day: Joanna Mae Villareal Facilitator: Augie Perl Simangan
7:00AM – 8:00 AM	Breakfast	
8:00AM – 8:30 AM	Management of Learning	OSDS
8:30AM – 9:30 AM	Presentation of Budget (MOOE)	Belen R. Tomin
9:30AM - 9:45 AM	Health Break	
9:45AM - 10:30AM	Workshop Proper	
10:30 AM- 12:00 Noon	Finalization of SEF/GF Fund	Honeylette Engngeg
1200 noon– 1:00 PM	Lunch Break	
1:00 PM– 3:00 PM	Presentation of Final Output – OSDS, CID, SGOD	Chiefs, Program Owners
3:00 PM – 3:15 PM	Health Break	
3:15PM- 4:00 PM	Presentation of Monitoring tool	Asuncion C. Saguid
4:00PM-5:00PM	Calendar of Activities (SEF, MOOE)	AO Nieves Ebanio
6:00PM – 7:30 PM	Dinner	





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September 21, 2023		Officer of the Day: Juliet Piok
		Facilitator: Jerry C. Ymson
6:30 AM-7:30AM	Health and Wellness (Zumba)	Health and Nutrition
8:00 – 8:30 AM	Breakfast	
8:20 - 9:30 AM	Finalization of Outputs	TWG
9:30 – 10:00 AM	Closing Program	TWG
10:00 – 10:30 AM	Check-out/Homeward bound	

