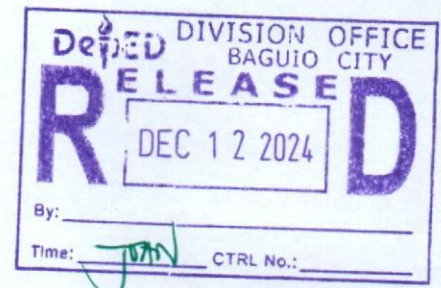




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



12 December 2024

DIVISION MEMORANDUM

No. **725-2024**

LEARNING ACTION CELL ON THE FINALIZATION OF THE WORK AND FINANCIAL PLAN (WFP) FOR IMPLEMENTING UNITS (IUS)

To: Public Schools District Supervisors
Public School Heads
School Non-Teaching Personnel
Others Concerned

1. Please be informed that a Learning Action Cell (LAC) session on the Finalization of the Work and Financial Plan (WFP) for **Implementing Units (IUs)** will be held on December 13, 2024 at Baguio City High School.
2. The session aims to:
 - a. Finalize the school WFPs through collaborative discussions and address challenges encountered in the process.
 - b. Deliberate on common issues raised by IUs during the WFP preparation to ensure a smooth implementation of the work plan.
 - c. Align resources, priorities, and timelines through interactive brainstorming sessions.
 - d. Clarify roles, responsibilities, and deliverables within the implementing units.
 - e. Foster a gender-responsive and professional collaborative environment among School Heads and key financial personnel.
3. The following personnel are expected to attend:
 1. School Heads
 2. Administrative Officers IV
 3. Administrative Assistants III (Senior Bookkeepers)
 4. Administrative Officers I (Supply Officers)
4. Immediate dissemination of this memorandum is desired.

SORAYA T. FACULO, PhD, CESO VI
Schools Division Superintendent

For the Office of the Schools Division Superintendent:

NIEVES D. EBANIO
Administrative Officer V