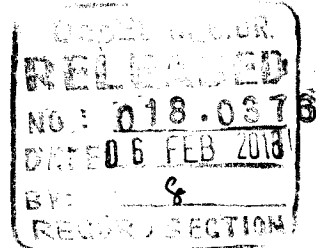


SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capitol Area, Dumaguete City

January 12, 2018

TRAVEL ORDER
NO. 142, s. 2018



TO : **MRS. DAE P. HABALO**
SEPS, PLANNING AND RESEARCH

DR. NONALE RESOOR
PSDS-DIVISION COORDINATOR

MRS. KARLA PANESA ANTONIO
EPS II, SOCMOB

(Through the PSDS)

MRS. MARIA FE YOSORES
PRINCIPAL, TAYASAN NHS

OFFICE : Division of Negros Oriental

PURPOSE : To attend the **DIVISION EDUCATION DEVELOPMENT PLAN WORKSHOP FOR NEGROS ORIENTAL DIVISIONS - PHASE I**

DATE OF TRAVEL : February 21-24, 2018

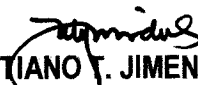
VENUE/PLACE : TBA

ALLOWED/CHARGED TO: **BEST/DIVISION/SCHOOL MOOE** funds, subject to the usual accounting and auditing rules and regulations)

: Transportation and other incidental expenses (**DIVISION/SCHOOL MOOE**)

: Board and Lodging (**BEST FUNDS**)

Note: For the details of your travel please see attached Memorandum


SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent



REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
 DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
 Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM
 No. 0-57 s. 2018

0:2/5/18

Feb 02 2018

DIVISION EDUCATION DEVELOPMENT PLAN WORKSHOP FOR NEGROS ORIENTAL DIVISIONS – PHASE 1

TO Schools Division/City Superintendents
 All Other Personnel Concern

1. In line with thrust of the Regional Office to provide technical assistance to Schools Division Offices (SDOs) in the development of their respective education development, this Office will be conducting a Division Education Development Plan Workshop for Negros Oriental Divisions – Phase 1 on **February 21-24, 2018** inclusive of travel time. Exact venue will be announced in a separate issuance.
2. All SDOs must provide a total of four (4) participants for the said activity. Schools Division Superintendents are requested to select their participants based on the list of members of their Division Planning Team. Furthermore, participants who attended the said activity are **required to be present in all succeeding activities**. Participants are required to bring the following: (a) Laptop; (b) Extension Wires; and (c) Portable WIFI Devices.
3. Check-in time shall be 2:00 pm of February 21, 2018 and first meal to serve shall be lunch. Check-out time shall be 12:00 nn of February 24, 2018 and last meal to be serve shall be breakfast. Pre-registration is required for this activity, kindly register via <https://goo.gl/353p5> on or before February 9, 2018.
4. Accommodation, venue and food shall be chargeable against BEST funds while transportation and incidental expenses are chargeable against respective local funds subject to the usual accounting and auditing rules and regulations.
5. For immediate dissemination and compliance.

Juliet A. Jeruta
JULIET A. JERUTA, Ph.D., CESO V
 Director III
 Officer-in-Charge

Office of the Director (ORDiv) Tel. Nos. (032) 253-1000; (032) 253-1001-1005; (032) 253-1006-1010; (032) 253-1011 Field Technical Assistance Division (FTAD) Tel. Nos. (032) 253-1012-1014 Curriculum Learning Management Division (CLMD) Tel. Nos. (032) 253-1015-1018 Quality Assurance Division (QAD) Tel. Nos. (032) 253-1019-1021 Human Resource Development Division (HRDD) Tel. Nos. (032) 253-1022-1023-1024-1025 Education Support Services Division (ESSD) Tel. Nos. (032) 253-1026-1029 Planning, Policy and Research Division (PPRD) Tel. Nos. (032) 253-1030-1031-1032 Administrative Division Tel. Nos. (032) 253-1033-1034-1035-1036-1037-1038-1039 Finance Division Tel. Nos. (032) 253-1040-1041-1042-1043-1044-1045

Division Education Development Plan (DEDP) Workshop for Negros Oriental Divisions
 Tuesday, 20 March 2018

I. Objectives

The objective of this Workshop is to build the capacity of the newly integrated Schools Divisions Offices (SDOs) with the processes and guidelines in the crafting of the Education Development Plans (EDPs).

II. Output

After the scheduled activities the participants will be able to submit at least a **draft copy of their EDPs**.

III. Participants

All 6 Schools Division Offices (SDOs) shall be given 4 slots for every session. The composition must come from the Division Planning Team as prescribed by existing DepEd Orders or Memorandum

6 SDOs x 4 pax = 24
 8 PPRD personnel = 8
 =====
 Total of 32 pax for every phase.

IV. Schedule of Activities

The whole process shall be divided into two (2) phases with provision for technical assistance and coaching as the need arises.

Phase 1 – Quantitative, Qualitative Tools and Strategy Formulation

Day 0 - February 21, 2018

| Time | Activity | Locus of Control |
|-----------------------------|------------------------------|--------------------------|
| 12:00 PM onwards 6:00 PM | LUNCH and Check-In DINNER | PPRD Staff PPRD Staff |

Day 1 - February 22, 2018

| Time | Activity | Locus of Control |
|---------------------|--|---|
| 6:00 AM to 9:00 AM | Registration and Breakfast | PPRD Staff |
| 9:05 AM to 9:15 AM | Preliminaries | PPRD Staff |
| 9:15 AM to 12:00 NN | Discussion 1: Use of different data processing tools and techniques for DEDP | Mr. Edmund Ocaido Jr and Mr. Jess Marlowe Libre |

Division Education Development Plan (DEDP) Workshop for Negros Oriental Divisions

February 16-20, 2018

| | | |
|---------------------|--|---|
| 12:00 NN to 1:00 PM | LUNCH | PPRD Staff |
| 1:00 PM to 5:00 PM | Workshop 1: Actual use and suggested data to prepare | Mr. Edmund Ocampo Jr and Mr. Jess Marlowe Libre |

Day 2 - February 23, 2018

| Time | Activity | Locus of Control |
|---------------------|---|---|
| 6:00 AM to 9:00 AM | Registration and Breakfast | PPRD Staff |
| 9:05 AM to 9:15 AM | Preliminaries | PPRD Staff |
| 9:15 AM to 12:00 NN | Discussion 2: Qualitative Tools for Assessment and Strategy Formulation | Mr. Edmund Ocampo Jr and Mr. Jess Marlowe Libre |
| 12:00 NN to 1:00 PM | LUNCH | PPRD Staff |
| 1:00 PM to 3:00 PM | Workshop 2: Use of Different Qualitative Tools | Mr. Edmund Ocampo Jr and Mr. Jess Marlowe Libre |
| 3:00 PM to 4:00 PM | Presentation of Outputs | |
| 4:00 PM to 5:00 PM | Next Steps and Closing Remarks | Dr. Maria Jesusa Despojo |

Day 3 - February 24, 2018

| Time | Activity | Locus of Control |
|--------------------|-------------------------|------------------|
| 6:00 AM to 9:00 AM | Breakfast and CHECK-OUT | PPRD Staff |

V. Funding and Other Requirements

The cost of the accommodation, venue and food for the said activities is pegged at Php 300,000.00 which shall be chargeable against BEST funds.

Travel and incidental expenses of Regional and Division personnel shall be charged against local funds. In addition, any technical assistance and coaching to be provided by the personnel of DepEd shall be chargeable against DepEd funds.

Resource speakers and observers from BEST maybe required for the said workshop