



Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**



Division Memorandum  
No. 16 s. 2021

TO: The Education Program Supervisors  
The Public Schools District Supervisors and PICDs  
The Education Program Specialists - ALS  
The SDO CID Personnel  
This Division

FROM:  **MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent

SUBJECT: **CID Planning Conference**

DATE: January 21, 2021

One of the CID's tasks is to provide technical assistance to the schools and Community Learning Centers (CLCs) for the proper adoption of the DLDM and the effective implementation of the PAPs of the BE-LCP.

With the desire to properly guide the schools and CLCs, two planning conferences will be conducted by the CID this Fiscal Year on January 28, 2021 and on December 16, 2021.

The participants to this activity are all the Education Program Supervisors, all Public Schools District Supervisors, all Principal In-Charge of the District, the Education Program Specialists – ALS, the Division Librarian, the Program Development Officer, and the Administrative Aide VI and the Secretariat of the CID Section. Each participant is expected to bring his/her laptop, extension cord, and a copy of the Supervisory Plans with Issues and Concerns to be used during the conference.

All expenses incurred relative to the conduct of this activity shall be charged against the HRTD/GAS funds, while travel and other incidental expenses of the participants shall be charged against GAS Funds allocated to the CID for FY 2021 subject to the existing accounting and auditing rules and regulations.

This office also reminds everyone that in the conduct of any activity and in the performance of our respective duties and responsibilities, health standards and protocols set by the DOH, IATF, and in the Executive Orders issued to contain/prevent the spread of COVID – 19 should always be observed.

For guidance and compliance.

*CIDsmlo/CID Planning Conference/DM01-2021/01212021*





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**TRAINING PROGRAM PROPOSAL**

**TITLE OF THE TRAINING: CID Planning Conference**

**TARGET PARTICIPANTS AND NUMBER OF PARTICIPANTS: 82 Participants**

CID Chief	1
Education Program Supervisors	11
Public Schools District Supervisors	32
Principal In-Charge of the District	28
EPS – ALS	6
Division Librarian	1
PDO	1
ADA VI	1
Secretariat	1

**PROPOSED DATE AND VENUE: January 28, 2021, December 16, 2021**

**TOTAL PROPOSED BUDGET: P 130, 500.00 (HRTD) + 35,400.00 (GAS) = 165,400.00 ₱**  
**- 8,295.00 (5% GAD) = 157,605.00**

**FUNDING SOURCE: HRTD & GAS FUNDS**

**REGISTRATION FEE: NONE**

**PROPOSER: Lilia E. Abello**

**I. RATIONALE:**

COVID-19 pandemic has changed the landscape of the Department of Education specifically on Basic Learning Delivery. In this time of threat, challenges, and uncertainties, the Department of Education ensures the continuity of Basic Education through the issuance of DepEd Order No. 12, s. 2020, titled "Adoption of the Basic Education Learning Continuity Plan for School Year 2020-2021 in the Light of the COVID-19 Public Health Emergency".

The BE-LCP enables learners of basic education to continue learning, and for teachers to be able to deliver instruction in a safe work and learning environment amidst the pandemic. In response to this pandemic, distance learning becomes the key modalities.

Despite the fact that the Distance Learning Delivery Modalities (DLDM) have not been done before, the schools are now embracing, adopting, and implementing these modalities as the most responsive learning delivery in this time of the pandemic.

One of the CID's tasks is to provide technical assistance to the schools and Community Learning Centers (CLCs) for the proper adoption of the DLDM and the effective implementation of the PAPs of the BE-LCP.

With the desire to properly guide the schools and CLCs, two planning conferences will be conducted by the CID this Fiscal Year. Each planning conference is a one-day activity.







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The participants to this activity are the eighty-two (82) CID personnel composed of the following: CID Chief, 11 EPSs, 32 PSDSs, 28 PICDs, 6 EPS-ALS, Division Librarian, PDO, Admin. Aide, and Secretariat.

A national plan for Gender and Development, 1995 – 2025 addresses, provides and pursues full equality and development for men and women. The participants to this activity are equally treated and equally provided with the opportunities to participate in this activity both men and women who composed the Curriculum Implementation Division.

## II. OBJECTIVES:

The activity aims to:

1. Discuss issues and concerns on curriculum implementation and supervision;
2. Find resolutions to issues and concerns; and to
3. Enhance the supervisory plans by incorporating the suggestions and recommendations

## III. METHODOLOGY:

1. Presentation and discussion of issues and concerns.
2. Brainstorming on possible resolutions to issues and concerns.
3. Enhancement of supervisory plans.

## IV. MANAGEMENT STRUCTURE:

Office/Staff Designated	Responsibilities	Contact Person
CID Chief	Chairperson	Lilia E. Abello EdD
EPS	Co – Chairpersons	Anita D. Subebe EMD
SEPS – SMME	QATAME	Wilson I. Inding
EPS II		Jed A. Nieves
SEPS – HRD	Training Schedule	Robert I. Poculan III
Admin Aide VI	Note – Taker	Sharla Mae L. Ogoc
Librarian	Attendance, Asst. Note-Taker	Maripel T. Gregorio
PDO	Timekeeper	Marvin D. Barrientos
Nurse	Health Monitoring	Ma. Gina Chiong
		Ramon Suarez
Admin Asst.	Finance Pre - Audit	Ana Riva Enderez
		Shelamae Dayapdapan
		Jun Leonard Romarate
Venue Personnel	Physical Arrangement/Cleanliness	Venue Personnel Incharge

## V. RESOURCE PACKAGES:

Supervisory Plans, food (2 snacks and lunch), venue, travelling expense of PSDSs, PICDs, ALS – EPSs. (Travelling expense to be charged to GAS)

N-avigating  
O-pportunities to  
R-eengineer for  
T-ransformation &  
E-mpowerment



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"Be and Do Much Better Each Day  
with a  
Sense of Urgency"



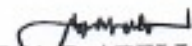
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**VIII. DETAILED BUDGETARY REQUIREMENTS:**

Item Number	Description	Amount Needed	Funding Source
1	Meals and Snacks (January)	P 44,800.00 (P800.00 x 56 pax)	HRTD & GAS
2	Meals and Snacks (December)	P 65,600.00 (P800.00 x 83 pax)	HRTD & GAS
3	Certificate Paper	P 1,975.00	HRTD
4	Plaques	P 40,000.00	HRTD
5	Materials	P 5,230.00	HRTD
<b>TOTAL</b>		<b>P 157,605.00 / ✓</b>	


Prepared by:

MES-10006  
ZDAP-ROA  
FOR P.R.

  
**LILIA E. ABELLO EdD**  
Chief Education Supervisor - CID

Approved as to allocation:

  
**CASEMERA V. LUNJAS**  
Budget Officer 11/20/21

  
**ARVIE M. OMPOY, CPA**  
Accountant 1/20/21

Recommending Approval:

  
**JUDITH V. ROMAGUERA, CESE**  
Assistant Schools Division Superintendent

Approved:

  
**MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent







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**CID Planning Conference**  
January 28, 2021  
December 16, 2021

**TRAINING MATRIX**

Time	Activity	Person/s Incharged (January 28, 2021)	Person/s Incharged (December 16, 2021)
8:00 am – 8:30 am	Arrival and Registration of Participants	Secretariat	Secretariat
8:30 am – 9:00 am	Opening Program	Secretariat	Secretariat
9:00 am – 10:00 am	Presentation of CID Accomplishments, Updates, Issues and Concerns	Dr. Lilia E. Abello	Dr. Lilia E. Abello
10:00 am – 12:00 pm	Discussion/Brainstorming on Possible Resolutions to Identified Issues and Concerns	Dr. Arcelita B. Zamoras Dr. Fe G. Jebone	Dr. Anita D. Subebe Dr. Grace T. Dela Cruz
12:00 pm – 1:00 pm	Lunch Break		
1:00 pm – 3:00 pm	Plan Adjustments	Dr. Lilia E. Abello	Dr. Lilia E. Abello
3:00 pm – 4:00 pm	Presentation of Adjusted Plans	Dr. Lilia E. Abello PSDS Representative	Dr. Lilia E. Abello PSDS Representative
4:00 pm – 4:30 pm	Wrap Up/Synthesis	Dr. Nilda Y. Galauna Moderator	Sir Arturo J. Lamdag Moderator
4:30 pm – 5:00 pm	Closing Program	Secretariat	Secretariat

Navigating  
Opportunities to  
Re-engineer for  
Transformation &  
Empowerment



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