



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF DUMAGUETE CITY

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Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 075, s. 2023

**PREPARATION OF PERTINENT DOCUMENTS OF
DIVISION OFFICE PROGRAM IMPLEMENTERS**

To: Assistant Schools Division Superintendent
Chiefs, CID & SGOD
Focal Persons
All Others Concerned

1. All focal persons of the different programs and projects in the Division office are directed to prepare the pertinent documents for the **2023 Regional Search for Most Outstanding Program Implementers**.
2. The division categories for the 2023 Search for the Most Outstanding Program Implementers with the identified focal persons are the following:
 1. Best DepEd Computerization Program (DCP)
Focal Person: **Mr. Kim L. Faburada**
 2. Brigada Eskwela (BE) and BE Jingle
Focal Person: **Mr. Sean Adrian T. Guardiano**
 3. Brigada Opisina & 5s
Focal Person: **Ms. Maria Carmela M. Visperas**
 4. Child Protection Policy (CPP)
Focal Person: **Mrs. Prim Rose Therese S. Santiago**
 5. Continuous Improvement Program (CIP)
Focal Person: **Dr. Rhoda B. Tabares**
 6. Culture and Arts Program
Focal Person: **Mr. Angelo Sayson**
 7. Disaster Risk Reduction and Management (DRRM)
Focal Person: **Mr. Sean Adrian T. Guardiano**
 8. Division Monitoring, Evaluation and Adjustment (DMEA)
Focal Person: **Mrs. Cherry Lita D. Bulata**



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9. Functional Library Hub
Focal Person: **Ms. Maricel J. Rama**
10. Learning & Development/Training & Development (L&D/T&D)
Focal Person: **Mrs. Joesan M. Ramos**
11. Learning Resource (LR)
Focal Person: **Mrs. Wenerita A. Miraflor**
12. Oplan Kalusugan (OK) sa DepEd
Focal Person: **Dr. Christopher D. Uy**
13. Program Management Information System (PMIS)
Focal Person: **Mrs. Lunedi F. Naldoza**
14. Teacher Induction Program (TIP)
Focal Person: **Mrs. Joesan M. Ramos**
15. Solid Waste Management (SWM)
Focal Person: **Mrs. Monina U. Lacson**
16. Water and Sanitation (WinS)
Focal Person: **Dr. Christopher D. Uy**

3. The documentary requirements below shall be complied by each program focal person and can be downloaded in this link:
<https://tinyurl.com/SDODumaguete2023OPISearch>

- R&R Form 1: Nomination Form (Must be fully accomplished)
- R&R Form 2: Nomination Write-up for all Categories (Executive Summary to be written by the nominating party. Specify why the nominee deserves the award).
- R&R Form 3: Omnibus Certification for Group Categories (*Focal persons' documents must be submitted as attachments*)

NOTE: The forms in the link can be downloaded but cannot be edited.

4. Aside from the documentary requirements, the focal persons shall prepare the MOVs and a 5-minute AVP. (*See attached for Mechanics*)
5. For the evaluation criteria and other relevant information of this undertaking, please refer to Regional Memorandum 141, s. 2021.



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6. Specified below is the schedule of activities for the search.

ACTIVITIES	DATE	VENUE	PERSONS RESPONSIBLE
Preparation of documentary requirements, MOVs and AVP	March 9-15, 2023	Division Office	Focal persons and committee members
Submission of documents to the Division PRAISE	March 15-16, 2023	Division Office	Focal persons
Submission of documents to the Regional PRAISE	March 20, 2023 (Tentative)	Division Office	PRAISE committee

7. Immediate dissemination of and compliance with this Memorandum are desired.

GREGORIO CYRUS R. ELEJORDE, EdD, CESO V

Schools Division Superintendent

GCRE/EAF/jmtp



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