




Republic of the Philippines
Department of Education
REGION VIII – EASTERN VISAYAS
SCHOOLS DIVISION OF TACLOBAN CITY

DIVISION MEMORANDUM

No. 521 s. 2022

DATE : October 12, 2022

TO : ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEF, CURRICULUM IMPLEMENTATION DIVISION
CHIEF, SCHOOL GOVERNANCE AND OPERATIONS DIVISION
PUBLIC SCHOOLS DISTRICT SUPERVISORS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED

FROM :  MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent

SUBJECT : ACTIVITY PRESENTATION AND DEFENSE OF THE
2023-2025 ENHANCED-SCHOOL IMPROVEMENT PLAN (E-SIP)

1. The Enhanced - School Improvement Plan (SIP) is a roadmap that lays down specific interventions that a school, with the help of the community and other stakeholders, will undertake within a period of three consecutive fiscal years, this coming 2023-2025. SIP seeks to provide those involved in school planning an evidence-based, systematic approach with the point of view of the learner as the starting point. Ultimately, it is envisioned to help schools reach the goal of providing access to quality education.
2. Cognizant to DepEd Thrusts and adherence to Continuous Improvement Principle in improving the education services of our schools as enshrined in Republic Act 9155 as clearly defined in the DepEd Order 44, s. 2015, thus, this Office through the Planning & Research Section of SGOD shall conduct a **Activity Presentation and Defense of 2023-2025 Enhanced-School Improvement Plan (E-SIP) on December 1, 2; 5, 6 & 7 2022 per assigned district learning center or clustered DLC** (please see attached schedule matrix for District Learning Centers as enclosure) before the members of **Division Review & Evaluation Committee**. Venue of the activity defense shall be decided by the concerned Public School District Supervisor/s and shall inform the secretariat before the scheduled activity.
3. The participants of this activity are the following (see attachment for specific listing):
 - a. School Heads per DLC or clustered DLC, along with their respective PSDS/s and pre-assigned EPS/s
 - b. Members of the Division Review & Evaluation Committee
 - c. Secretariat



4. Specific venue of the activity presentation and defense shall be reported to the Planning & Research Section who shall prepare the Travel Authority of all the expected participants per DLC.
5. Provisions of Venue, Food, Transportation, Supplies and Materials, and other incidental expenses incurred relative to the conduct of this activity and shall be charged to School MOOE, subject to accounting, procurement, and auditing rules and regulations.
6. For information, guidance, and compliance of all concerned.

ANNEX 1: CLUSTERING OF DLC AND SCHEDULE

ACTIVITY PRESENTATION AND DEFENSE OF THE 2023-2025 ENHANCED-SCHOOL IMPROVEMENT PLAN (E-SIP) December 1, 2; 5, 6, & 7, 2022

CLUSTERING OF DISTRICT LEARNING CENTERS WITH THE ASSIGNED SCHEDULE

DLCs	Number of Schools	DATE	ASSIGNED EDUCATION PROGRAM SUPERVISOR
DLC 6, 9, & 10	13	December 1, 2022 (Thursday)	Danilo S. Quejada Annie D. Pagatpat Juliet L. Lim
DLC 2 & 5	14	December 2, 2022 (Friday)	Ranulfo I. Baay Gretel Laura M. Cadiong
DLC 3 & 8	10	December 5, 2022 (Monday)	Arnulfo Q. Banzon Miguel Jr V. Dumas
DLC 4 & 7	10	December 6, 2022 (Tuesday)	Charlemagne T. Escobarte Jessica M. Abril
DLC 1	14	December 7, 2022 (Wednesday)	Miguel Jr V. Dumas

ANNEX 2: COMPOSITION OF DIVISION E-SIP REVIEW AND EVALUATION COMMITTEE

Over-all Steering: SDS Mariza S. Magan, CESO V
Chairperson: ASDS Edgar T. Tenasas, CESO VI
Co-Chairpersons: Melani D. Escobarte, Chief, SGOD
Mark Chester Anthony G. Tamayo, Chief, CID

Members:

- Jade B. Calleja, SEPS-PRS
- Miguel Dumas, EPS-Math
- Arnulfo Banzon, EPS-Science
- Juliet Lim, EPS-MTB
- Rodel R. Naval, Budget Officer III
- Ma. Nessa L. Homeres, Division Accountant
- Angelo V. Alcaraz, Planning Officer III, PRS
- Delilah M. Delos Santos, EPS-PPA
- Dra. Mary Phoebe Quiban, H&N Head
- Meriam M. Gualdrapa, SEPS-HRDU
- Engr. Rafael S. Lanza, EFU
- Jennith S. Gabisay, SEPS-SMNU

ANNEX 4: TERMS OF REFERENCE

COMMITTEE	TERM OF REFERENCE
Division E-SIP Review & Evaluation Panel- Permanent Members	<ul style="list-style-type: none">• Reviews and evaluates the E-SIP documents during the presentation defense as to planned PPAs, proposed targets and goals with the specific budgetary requirement and fund source.• Checks the standard conformance of each E-SIP Document as per the designed standards and processes.• Recommends to the SDS the acceptance and approval of the 2023-2025 E-SIP of all schools.
Secretariat	<ul style="list-style-type: none">• Ensures the conformance to the designated timeline as planned.• Collects all E-SIP Documents ready for the signature of authorized personnel.