



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

October 2, 2023

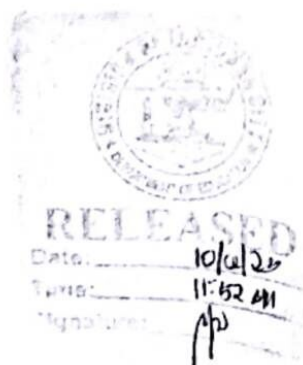
DIVISION MEMORANDUM

NO. 583, s. 2023

CONDUCT OF TWO-DAY CRAFTING OF E-SIP CHECKLIST TEMPLATE FOR QUALITY ASSURANCE

TO: OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
DIVISION CHIEFS  
SELECTED CONCERNED PARTICIPANTS  
OTHERS CONCERNED PERSONNEL

1. This Office through the Planning & Research Section of SGOD informs all concerned participants to this two-day crafting of E-SIP Checklist Template for Quality Assurance on November 9-10, 2023, at the Leyte National High School, AV Hall.
2. The objectives of the said activity are as follows:
  - a. Orient the identified participants on the preparations of the E-SIP Templates for Quality Assurance,
  - b. Revisiting the MATATAG pillars and sub pillars for inclusion to the checklist,
  - c. Ensuring all E-SIP to be MATATAG compliant.
3. Kindly refer to the enclosure for the list of the participants to the said activity.
4. Expenses for the meal provision (4 snacks and 2 lunch) shall be charged to Division MOOE subject to procurement, accounting and auditing rules and regulations.
5. For information, guidance, and compliance of all concerned.



  
JUDELLA RUIZ-LUMPAS EdD, CESO VI  
Schools Division Superintendent

AVA-PRS

**CONDUCT OF TWO-DAY CRAFTING OF E-SIP CHECKLIST TEMPLATE FOR QUALITY ASSURANCE  
November 9-10, 2023**

**LIST OF PARTICIPANTS**

<b>Name</b>	<b>Designation</b>
Liezel Y. Pulga	School Head, Cirilo Roy Montejo NHS
Deropbie Minda Aseo	School Head, Scandinavian NHS
Norik T. Agote	School Head, Nula Tula ES
Dr. Xenia Bardelas	School Head, Kapangian Central School
Dr. Ma. Delia E. Soria	School Head, Leyte NHS
Alma V. Macanip	Public Schools District Supervisor
Noel Coritana	School Head, Guadalupe HIS
Rogelio B. William	School Head, Caibaan ES
Imelda M. Gayas	School Head, Rizal Central HS
Dr. Aurelia De La Cruz	School Head, Tigbao-Diit CS
Dr. David C. Alcober	Public Schools District Supervisor
Ma. Jasmin Quintero	School Head, Sto Nino SHS
Raul Basa	School Head, Sagkahan Central School
Dr. Jennifer Babiano	School Head, Bliss ES
Lilia Villafranca	School Head, Camansihay ES
Dr. Joelma I. Dagami	Public Schools District Supervisor
Melinda P. Severino	School Head, Marasbaras NHS
Filieta Waniwan	School Head, Marasbaras Central School
Dr. Marlon Cainong	School Head, Bayanihan ES
Dr. Nilo M. Eder	Public Schools District Supervisor
Dr. Lita V. Jongco	Public School District Supervisor
Jade B. Calleja	SEPS-Planning & Research/ Management Team
Rodel R. Naval	Budget Officer III/ Management Team
Roger D. Dagale	SEPS-SMM&E/ Management Team
Angelo V. Alcaraz	Planning Officer III/ Management Team
Imah L. Pertible	Administrative Officer II/Secretariat

**BUDGETARY MATRIX**


Particulars	Unit Price	Amount
Provision of Meals (2 snacks & 1 lunch) for 25 pax for 2 days With 4 provisions of buffers	450.00	22,500.00

Prepared by:

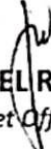
  
**ANGELO V. ALCARAZ**  
Planning Officer III

Noted by:

  
**JADE B. CALLEJA**  
SERS Planning & Research

  
**MELANI D. ESCOBARTE PhD**  
SGOD Chief

Certification of Availability of Funds:

  
**RODEL R. NAVAL**  
Budget Officer III

  
**MA. NESSA HOMERES**  
Accountant III

Approved:

  
**JUDELLA RUIZ-LUMPAS EdD, CESO VI**  
Schols Division Superintendent