



Republic of the Philippines  
**Department of Education**  
REGION VIII  
**SCHOOLS DIVISION OF TACLOBAN CITY**

November 13, 2024

**DIVISION MEMORANDUM**

No. 850 s. 2024

**DISSEMINATION ADOPTION OF INNOVATION MANAGEMENT GUIDELINES**

To: Assistant Schools Division Superintendent  
Chiefs, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors  
Unit/Section Heads  
Public School Elementary and Secondary School Heads  
All others concerned

1. In reference to the Regional Memorandum No. 1319 s. 2024, titled "Adoption of Innovation Management Guidelines," this office, through the Planning and Research Section, informs the field about the adoption and implementation of these guidelines to streamline the management of Project Innovation in School within the Division.
2. As such, the adoption of these guidelines aims to:
  - a. foster a culture of innovation throughout the Division;
  - b. ensure adherence to processes for initiating, developing and implementing Project Innovation in School;
  - c. align Project Innovation in School with the Department's strategic goals and objectives;
  - d. maximize the impact and efficiency of initiatives; and
  - e. promote knowledge sharing, collaboration and co-creation.
3. Attached herewith the copy of the Innovation Management Guidelines for guidance and reference.
4. For immediate dissemination.

  
**SHERLITA A. PALMA EdD, CESO VI**  
Office Schools Division Superintendent

850 NO 491 S. 2024

Enclosure: Innovation Management Guidelines  
Reference: Regional Memorandum No. 1319 s. 2024

jbc/11-13-24

