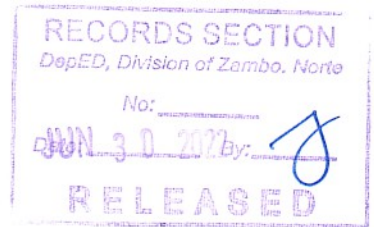




Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**



Division Memorandum  
No. 238s. 2022

TO : ASSISTANT Schools Division Superintendents  
Chiefs. CID, SGOD and AO  
Concerned/Select SDO Program Owners  
All Others Concerned

FROM : VIRGILIO P. BATAN, JR., CESO VI  
Schools Division Superintendent

SUBJECT : **CONDUCT OF SDO MID-YEAR PROGRAM IMPLEMENTATION REVIEW**

DATE : June 30, 2022

1. This is to announce the conduct of mid-year program implementation review (PIR) at the division level, on July 14, 2022, 9:00 AM -3:00 PM, at Mibang Hotel, Sta. Filomena, Dipolog City.
2. As it stands, the PIR seeks to track progress in the implementation of programs, projects and activities (PPAs) as covered in the FY 2022 Transition Plan of the Division BE LCP, the AIPs per functional division, from January to June 30, 2022, and to monitor SDO performance along Intermediate Outcomes and Enabling Mechanisms Performance Indicators.
3. The identified program focals, and the functional division chiefs shall be given to 15 minutes to present their progress/performance reports in power point. Order of presentation is provided in the enclosed activity flow (Enclosure 1). In connection therewith, the updated PIR tool, which incorporates the Appreciative Inquiry 5D principles, shall be accomplished, and shall serve as basis in the presentation of program success/performance indicators, targets vs actual accomplishments, best practices, if any, and the proposed adjustment/catch-up/action plan.
4. The top management composed of the SDS and the 2 ASDSs shall constitute the panel of evaluators. The HRD shall take charge of the venue preparation, while the SMME and the P & R Sections shall serve as Secretariat.
5. For information and compliance.

*SGOD-SMM&E -whi/SDO-levelPIR for PIR -026-06082022*

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



Capitol Drive, Estaka, Dipolog City, 7100  
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"Be and Do Much Better Each Day  
with a  
Sense of Urgency"



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Enclosure 1

**MATRIX OF ACTIVITIES**

TIME	Flow	Person/s In-charge
9:00–10:20 AM	<b>Opening Program</b> Preliminaries  Opening Remarks  Statement of Purpose & Expectation Setting  Message  The PIR Mechanics	c/o Secretariat Audio-visual aided  <b>Ma. Judelyn J. Ramos, CESE</b> ASDS  <b>Judith V. Romaguera, CESO VI</b> ASDS  <b>Virgilio P. Batan Jr., CESO VI</b> Schools Division Superintendent  <b>Wilson H. Inding</b> SEPS, SMM&E
10 30 AM-2:00 PM	<b>PIR Proper</b>  <b>A. BE LCP –Transition Plan 20220 Review</b> <b>1. Learning Modalities &amp; Resources</b> 1.1. Learning modalities components 1.2. Learning Resources  <b>2. The L &amp; D Components</b>  <b>3. Health &amp; Safety Components</b>  <b>4. Resource Mobilization Components</b>  <b>5. QMS/M&amp;E Components</b>	    <b>Dr. Arcelita B. Zamoras</b> EPS <b>Dr. Evelyn C. Labad</b> EPS  <b>Robert I. Poculan III</b> SEPS, HRD  <b>Dra. Sonia Y. Uy</b> Medical Officer III  <b>Jun Leonard U. Romarate</b> Supply Officer III  <b>Wilson H. Inding</b> SEPS, SMM&E
	<b>B. Per Functional Division AIP Review</b>  <b>1. CID</b>  <b>2. SGOD</b>  <b>3. Administrative Division</b>	   <b>Dr. Lilia A. Abello</b> CES, CID <b>Dr. Joy E. Letran-Singson</b> CES, SGOD <b>Helen E. Tangon</b> Admin. Officer V
2:00 -3:00 AM	Discussions and Agreements	Presided by <b>Virgilio P. Batan Jr.,CESO VI</b>
3:00 – 3:30 PM	<b>Ways Forward</b>	<b>Judith V. Romaguera, CESO VI</b> ASDS

