



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OFFICE
ZAMBOANGA DEL NORTE
DIPOLONG CITY 7100

DIVISION MEMORANDUM

RELEASED

BY: [Signature] DATE: 24 Feb 2018

To : Public Schools District Supervisors
Elementary and Secondary School Heads

From : OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Subject : **Formation of the District Social Mobilization and Networking Committee**

Date : February 19, 2018

1. In line with our sincerest intention to make the services of the schools division office accessible and available at the district level, this office hereby directs all Public Schools District Supervisors to organize and form the District Social Mobilization and Networking Committee, which shall act as the district partnership hub and shall cater to the partnership needs of the schools and district.
2. The District Social Mobilization and Networking Committee shall have the following composition:
 - a. **Chairperson** - the Public Schools District Supervisor, as educational leader and manager of the district, shall automatically sit as the Chairperson of the committee;
 - b. **Co-Chairperson** - preferably a school head whom the chairperson has full trust and confidence, is knowledgeable on partnership building, can excellently facilitate committee meetings and can make outstanding representation for and in behalf of the chairperson; and
 - c. **Members** - all school heads of the district.
3. The formation of the District Social Mobilization and Networking Committee is aimed at providing the schools and learning centers the many advantages and benefits that may be enjoyed from the partnership efforts, and in one way or another, help address the most pressing needs of the schools and learning centers.

For reference, the District Social Mobilization and Networking Committee is responsible for:

- d. Preparation, consolidation and repository of the Directory of Local Stakeholders/ Partners and Profile of School Resource Gaps;
- e. Identification of partners to support DepEd programs, projects and activities to be held at the district level;
- f. Preparation, collection and repository of partnership advocacy materials;

- g. Preparation and repository of the Draft Partnership Proposals and Memoranda of Agreement (*in consultation with the Division Legal Counsel*);
 - h. Preparation (serve as clearing house), consolidation and repository of feedback reports, periodic progress reports, and accomplishment reports of programs, projects and activities funded and/or sponsored by external stakeholders; and
 - i. Provision of technical assistance to schools by responding to the identified needs in relation to social mobilization.
4. Submission of the complete list of members of the aforementioned committee may be sent through email address [jessie elacan@yahoo.com](mailto:jessie_elacan@yahoo.com) and/or nicolletteria.tangon@gmail.com on or before March 23, 2018.
 5. An orientation cum capability building session for the members of the committee will be conducted to ensure understanding and cooperation from all the concerned beginning first week of April 2018.
 6. For information, guidance and compliance.


PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent 