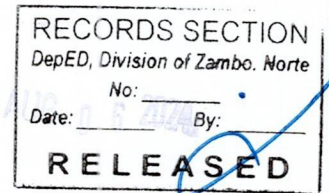




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Office of the Schools Division Superintendent



August 5, 2024

Division Memorandum
No. 424, s. 2024

CONDUCT OF DIVISION MID-YEAR PROGRAM IMPLEMENTATION REVIEW (PIR)

TO : **Assistant Schools Division Superintendent**
Chiefs, SGOD & CID
Education Program Supervisors, 6 Cluster Heads
SEPS, EPS II Unit, EPSA/Section Heads/Program Owners
All Others Concerned

1. Anchored on DepEd Order 29, s. 2022 titled *Adoption of the Basic Education M&E Framework*, and consistent with the Division's Agenda 3 and the PREMIER's Participatory Planning and Continuous Improvement System, this office directs the conduct of SDO Mid-year PIR on **August 13-14, 2024** at the 4th floor, SDO New Building, Estaka, Dipolog City.
2. The activity aims to:
 - i. monitor and evaluate the extent of implementation of programs, projects and activities (PPAs) as captured in the AIPs of the three (3) functional divisions, and hence the DEDP- AIP for FY 2024.
 - ii. make adjustments of planned physical and financial targets, whenever expedient and necessary, considering the bottlenecks, challenges and constraints (BCCs) in the 1st semester PPAs implementation.
 - iii. submit validated data to the SDO_ PIR Secretariat for inclusion to the 2nd Quarter Division PIR Report
 - iv. agree on platforms by which the SDO program owners and SDO TA Providers commit to carry out the Technical Assistance Plan for the second semester of FY 2024, containing the interventions meant to address the PPAs' implementation gaps.
3. Except when a supervening activity of the Central Office or Regional Office requiring travel, or urgent action by the SDO Program Focal concerned, this PIR must be given utmost priority over other division activities during the scheduled dates. Attendance of the herein identified participants to this activity is a MUST.
4. For information, reference and guidance of all concerned, please find the following enclosures:
 - i. Enclosure 1: List of Identified Participants
 - ii. Enclosure 2: Matrix of Activities
 - iii. Enclosure 3: Relevant PIR templates
5. Immediate dissemination of and compliance with this Memorandum is highly desired.

ROY C. TUBALLA, EMD, JD, CESO V.
Schools Division Superintendent

SGOD/whi/2ndQPIRMEMORANDUM -033-07312024



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure 1 of DM No. ___ s. 2024

LIST OF PARTICANTS FOR THE SDO MID-YEAR PIR

No	Name	Position	Office
Panelists			
1	Roy C. Tuballa, EMD, JD, CESO V	Schools Division Superintendent	OSDS
2	Lourma I. Poculan, CESO VI	Asst. Schools Division Superintendent	OASDS
3	Raymund M. Salvador	Asst. Schools Division Superintendent	OASDS
Program Focals			
4	Joy E. Letran-Singson, EMD	Chief Education Supervisor	SGOD
5	Zyhrine P. Mayormita	Chief Education Supervisor	CID
6	Arcelita B. Zamoras	Education Program Supervisor	CID
7	Anita D. Subebe	Education Program Supervisor	CID
8	Evelyn C. Labad	Education Program Supervisor	CID
9	Leynie Boy G. Bellino	Education Program Supervisor	CID
10	Grace T. Dela Cruz	Education Program Supervisor	CID
11	Nilda Y. Galaura	Education Program Supervisor	CID
12	Arthur J. Lamdag	Education Program Supervisor	CID
13	Jalderita A. Dublico	Education Program Supervisor	CID
14	Janet N. Recamara	Education Program Supervisor	CID
15	Daisy Flor J. Romaguera	Education Program Supervisor	CID
16	Jennifer T. Bulanon	PSDS/English OIC	CID
17	Ervie A. Acaylar	Education Program Supervisor	SGOD
18	Leonido A. Pampilo Jr	Senior Education Program Specialist	PRM
19	Robert I. Poculan III	Senior Education Program Specialist	HRD
20	Wilson H. Inding	Senior Education Program Specialist	SMME
21	Dave A. Patigayon	Engineer III	EFS



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



Republic of the Philippines
Department of Education

REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

22	Jessie E. Elacan	Senior Education Program Specialist	SMN
23	Giparel B. Elumba	Planning Officer III	PRM
24	Helen E. Tangon	Administrative Officer V	OSDS
25	Arvie M. Ompoy, CPA	Accountant III	Finance
26	Casemera V. Lunjas	Budget Officer III	Finance
27	Marylynne B. Bayron	Administrative Officer IV	Personnel
28	Arnel C. Masion	Administrative Officer IV	Records
29	Jun Leonard U. Romarate	Administrative Officer IV	Supply
30	Marife A. De La Cerna	Administrative Officer IV	Cashier
31	Yusoph A. Dauh	EPS II ALS	ALS
32	Rey P. Janolino Jr	Legal Officer III	OSDS
33	Cheryl V. Ocupe	Medical Officer III	SHNS
34	Ethyl Kimberly S. Labadan	PDO II	DRRM-SMN
35	Julius O. Belagantol	IT Officer III	OSDS
36	Nicollette Ria E. Tangon	EPS II	HRD
37	Eunice D. Janolino	EPS II	SMN
38	Jed A. Nieves	EPS II	SMME
39	Joseph L. Pantoja	PDO I	YFS
40	Laisa Madel M. Cinches	PDO I	YFS
41	Gekabel M. Velarde	PDO I	YFS
Secretariat			
	Tedee S. Tabilon	ADA IV	OSDS
	Ma. Kristine Z. Ragay	ADA III	CID
	Mar Jerica L. Ocupe	ADA IV	SGOD
	Hazel Ranjith	Registrar	PRM



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure 2 of DM No. __ s. 2024

MATRIX OF ACTIVITIES
August 13-14, 2024

TIME ALLOTMENT	TOPIC/ACTIVITY	RESOURCE PERSON/ IN-CHARGE
DAY 1		
8:30-9:00	Registration	PIR Secretariat
9:00 -9:30	OPENING PROGRAM Opening Remarks Statement of Purpose Superintendent's Time	Lourma I. Poculan, CESO VI ASDS Joy E. Letran-Singson, EMD CES, SGOD Roy C. Tuballa, EMD, JD, CESO V Schools Division Superintendent
9:30- 10:00	Orientation on the SDO PIR Procedures and Processes	Wilson H. Inding SEPS,SMM&E
10:00-11:30	CID Presentation based on its FY 2024 AIP and the RMETA Indicators	Dr. Zyhrine P. Mayormita CID Chief
11:30-12:00	Observations, Feedbacks, & Provision of TA based on CID Data	Panelists: SDS Roy C. Tuballa, ASDS Lourma I. Poculan, & ASDS Raymund M. Salvador
1:00 -2:30	SGOD Presentation based on its FY 2024 AIP and the RMETA Indicators	DR. Joy E. Letran-Singson SGOD Chief
2:30 -3:00	Observations, Feedbacks, & Provision of TA based on SGOD Data	Panelists: SDS Roy C. Tuballa, ASDS Lourma I. Poculan, & ASDS Raymund M. Salvador
3:00-4:30	Administrative Services Presentation based on its FY 2024 AIP and the RMETA Indicators	Helen E. Tangon AO V
4:30-5:00	Observations, Feedbacks, & Provision of TA based on Admin Services Data	Panelists: SDS Roy C. Tuballa, ASDS Lourma I. Poculan, & ASDS Raymund M. Salvador
DAY 2		
8:30-9:00	Preliminaries/ Recap/Presentation of the Partial SDO PIR Report	Secretariat
9:00 -10:30	Finance Services Presentation Part 1: Budget Based on RMETA Indicators	Casemera V. Lunjas EPS, SGOD



Address: Capitol Drive, Estaka, Dipolog City 7100
Email: zn.division@deped.gov.ph
FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843
Website: www.depedzn.net



Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

	Part 2: Accounting Analysis of Income Performance	Arvie M. Ompoy, CPA Accountant III
11:00-12:00	SYNTHESIS: Bottlenecks, Challenges, & Constraints (BCCs) & Ways Forward	Moderator Ervie A. Acaylar
1:00 -3:00	Staff Works: Adjustments of Plans, TA Plans, Finalization of SDO PIR Report Slide Decks	All Concerned
3:00-3:30	Walk Through of the Finalized SDO 2nd Q PIR Report	Secretariat
3:30-4:00	Closing Activity	PMT



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



Republic of the Philippines
Department of Education

REGION IX
 SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure 3 od DM No _ s. 2024

Pertinent PIR Templates

I. Template For the AIP-based PIR data

KRA	Program /Activity /Input	Performance /Output Indicator/s	Annual Target	Actual (As of June 30, 2024)	% of accomplishment	MOVs	Remarks (Gain/Gap/Hit or On Target)
1	1	No. of -----					
	2						
	3						
2	1						
	2						
	3						
3	1						
	2						
	3						
5	1						
	2						
	3						
5	1						
	2						
	3						

Note:

1. The number of Programs/ Activities/inputs under a particular KRA may vary, depending on the number of PAPs as captured in the FY 2024 AIP.
2. The annual target may be made more specific by presenting the quarterly targets.

II. RMETA-based PIR data

Organizational Outcomes/Performance Indicators/PAPs	Annual Physical Target	1st Quarter	2nd Quarter	% of accomplishment	Remarks
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

Note: A soft copy of this template which contains the Performance Indicators, will be provided to the Program owners at least 5 days before the scheduled presentation



Address: Capitol Drive, Estaka, Dipolog City 7100
 Email: zn.division@deped.gov.ph
 FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843
 Website: www.depedzn.net