



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 482, s. 2022

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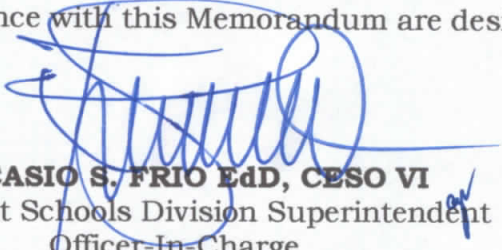
**PRE-WORK ACTIVITIES IN PREPARATION FOR THE CAPABILITY BUILDING ON
THE DEVELOPMENT OF 2023-2028 SCHOOL IMPROVEMENT PLAN (SIP)**

To: OIC – Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Education Program Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the Policy, Planning and Research Division, will conduct **Pre-Work Activities in Preparation for the Capability Building on the Development of 2023-2028 School Improvement Plan (SIP)**.
2. The participants shall observe the following timeline and activities:

Activities	Date	Participants	Venue
Orientation Workshop on Strategic Planning Processes with the EPS, PSDS and Select School Heads	November 24, 2022	SIP Core Team EPS PSDS Select School Heads	New Division Conference Hall
Quality Assurance and Walkthrough of the Session Guides and Slide Decks	November 28-29, 2022	QATAME Team SIP Core Team	
Virtual Orientation on the Conduct of SIP Roll-Out	December 1, 2022	SIP Core Team Elem. & Secondary School Heads TWG	

3. All expenses incurred relative to this activity shall be charged to Division HRTD Fund subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.


NICASIO S. FRIO EdD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

