



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City



06 JUL 2017

DIVISION MEMORANDUM
No. 422, s. 2017

**SENIOR HIGH SCHOOL (SHS) IMPLEMENTATION MANAGEMENT AND
MONITORING CONFERENCE – WORKSHOP 2017**

TO : Assistant Superintendents
Chief Education Program Supervisors – SGOD & CID
Education Program Supervisors/Coordinators
District Supervisors/OICs/SEPS/EPS II/Section Heads
Secondary School Heads, SHS School Coordinator & Immersion Focal Person

1. This Office announces the conduct of the Senior High School (SHS) Implementation Management and Monitoring Conference – Workshop on July 24 -26, 2016 for the North Area and July 27 – 29, 2017 for the South Area at the partner hotel of Ecotech Center – Hotel Fortuna, Borromeo St., Cebu City.

2. The Conference aims to:

- a. Address urgent and important issues relative to the operations senior high schools in the Division, e.g. school offering, scheduling, preparation of forms and application for graduation and other concerns;
- b. Discuss DepEd Order No. 30, s. 2017 and finalize all immersion plan of activities and agreements;
- c. discuss and finalize the monitoring and evaluation plan of all Senior High School (SHS) implementing schools; and
- d. Other related issues.

3. Participants to the three-day live-in conference – workshop are the following, to wit:

Participating Sector/Group	No. of Participants
Public Schools District Supervisors	55
Public Secondary School Heads	239
SHS School Coordinator & Immersion Focal Person	464
Chief Education Program Supervisors (SGOD & CID)	2
Education Program Supervisors	11
Senior Education Program Specialists	4
Education Program Specialists II/Planning Officer III	8

Section Heads	5
Conference –Workshop Management Staff	6
Total	794

4. All participants are required to bring the following, to wit:
- Latest report on SHS building construction as of July 15, 2017;
 - SHS Immersion Activities per Program Offering;
 - Memorandum of Agreements (MoA), Insurance Coverage Contract
 - SHS Partnership Program Progress Report as of July 15, 2017;
 - SHS Tools and Equipment Delivery Report as of July 15, 2017;
 - SHS Textbooks and Other LMs Report as July 15, 2017;
 - SHS Enrolment Report for Grade 11 & 12 by Tracks & Strands (Male/Female) as of July 15, 2017;
 - SHS eTool Class Program for Grade 11 & 12
 - SHS Teaching and Non-Teaching Deployment Report as of July 15, 2017;
 - Copy of DepEd Order No. 30, s. 2017, DepEd Order No. 51, s. 2015, DepEd Order No. 40, s. 2015, DepEd Order No. 24, s. 2016, DepEd Order No. 22, s. 2017
 - Laptop Computers, extension cords, pocket Wi-Fi, CDRW minus, USB
5. Check in time for the conference staff will be at Day 0 to allow time for staff meeting/briefing, preparation of the materials and the venue. Personnel and participants who will reporting on a holiday/non-working day are entitled to avail of CTO or Service Credit.
6. Traveling expenses, registration fee of P 3, 600. 00 per participant are chargeable against local/ school MOOE funds while expenses for the Division Office participants including PSDSs are chargeable against Division MOOE funds, subject to the usual accounting and auditing rules and regulations.
7. This Memorandum serves as **Travel Authority** of the all the participants.
8. For inquiry, you may call or text Mr. Isaiash T. Wagas, Education Program Supervisor (EPS) – Learning Resource Management and Development System (LRMDS) through text line No. **09158002390 or (032) 3616432.**
9. Immediate dissemination of and strict compliance with this Memorandum is highly enjoined.


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 Schools Division Superintendent

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