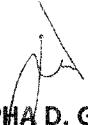




MEMORANDUM

TO : Chiefs- CID and SGOD
DIVISION SIP TRAINERS
(Sarah S. Chiong- SEPS M&E, Mary Rose V. Sta. Rosa - EPS 2 M&E,
Nelson Sicio- EPS MAPEH, Raquel Pahuyo- SEPS Planning and Research,
Rey Bonayon- Planning Officer III, Roy Tejerero- SP I, Rosario Socito- SP
II, Milagros Lim- SP II, Frankie Turalde- SP II, Juan Geromo- SP II, Arnold
Valledor- SP I, Alan Gud- SP I, Nino Gerald Ceneta- SP I, Juan Torreja- SP
I, Ruben Jose Tria- SP I, Josalie Tonio- SP I, Josefa Zape- HT III

FROM : 
NYMPHA D. GUEMO
Assistant Schools Division Superintendent
Officer-In-Charge

SUBJECT : **Planning- Conference on the Division Rollout on Data Mining, Data Management and the Enhanced School Improvement Plan (SIP) and Continuous Improvement (CI).**

Date : January 4, 2016

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1. In compliance with Division Memorandum No. 131, s. 2015 Re: Division Rollout on Data Mining, Data Management and the Enhanced School Improvement Plan (SIP) and Continuous Improvement (CI), there will be a planning-conference on **January 5, 2016, 8 o'clock in the morning at SDO SGOD office.**
 2. The objectives of the conference are:
 - a. Discuss the Training Matrix,
 - b. Distribution of Assignments and SIP Guide,
 - c. Set schedule of Division Staff Orientation-Workshop/Walkthrough
 - d. Finalization of Plan of Activities and preparation of Training materials.
 3. Travel and other incidental expenses relative to this activity shall be charged against school funds/MOOE subject to the usual accounting and auditing rules and regulations.
 4. For information and guidance of all concerned.