

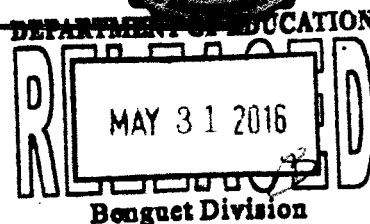


Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
Schools Division Office of Benguet
Wangal, La Trinidad, Benguet
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DIVISION MEMORANDUM 093. 2016

To: All Public Schools District Supervisors
All District Coordinating Principals



SUBJECT: WHOLE -DAY WORK AT THE SCHOOLS DIVISION OFFICE EVERY MONDAY AND FRIDAY

DATE : May 31, 2016

1. To ensure full implementation of the enhanced basic education curriculum, all Education Program Supervisors (EPS), Public Schools District Supervisors/District Coordinating Principals and other personnel under the Curriculum Implementation Division (CID) shall strengthen their collaborative efforts especially in areas involving contextualization and innovations in the curriculum.
2. As a part of the process in strengthening this collaborative spirit in curriculum implementation, all Public Schools District Supervisors (PSDS) and District Coordinating Principals (DCPs) shall report for a whole day work here at the Schools Division Office every Monday and Friday effective June 6, 2016.
3. The immediate objectives of this new arrangement are as follows:
 - a. *To provide collaborative avenues for the finalization of contextualized indigenous learning objectives and review of prepared contextualized lesson plans for quality assurance;*
 - b. *To enable PSDSs and DCPs to collaborate with Education Program Supervisors for the review and follow-up of existing curriculum initiatives and programs; and*
 - c. *To familiarize all PSDS/DCPs and EPS and other CID Personnel on the system involved in curriculum implementation in accordance with the rationalization plan guidelines.*
4. While waiting for the final construction of an office space for PSDS at the SDO, all PSDS and DCPs shall temporarily share office at the CID.
5. Considering the tasks and responsibilities at stake, the weekly presence of each PSDS and DCPs is needed. As such, there must be no proxy during the said days.
6. In case of unavoidable circumstances, a letter stating the reasons for not reporting to the SDO should be sent in advance or a justification letter specifying the reasons should be submitted thereafter.
7. For information and compliance.


FEDERICO P. MARTIN, Ed.D., CESO VI
Schools Division Superintendent