



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Benguet

DepEd-Benguet Division
 JUN 25 2024
RELEASED

24 June 2024

DIVISION MEMORANDUM

No. 218, s2024

REORIENTATION ON THE FORMULATION OF SCHOOL ANNUAL IMPLEMENTATION PLAN (SAIP) PREPARATION

TO: Chief Education Supervisors
 Public Schools District Supervisors and Coordinating Principals
 School Heads
 All Division Personnel Concerned

1. The Schools Division of Benguet will conduct the **Reorientation on School Annual Implementation Plan (SAIP) Preparation for School Heads** on the following dates and venues:

Date	Cluster	Group	Venue	District	# of School Heads	Facilitators
June 27	Cluster 1	Group 1	Benguet NHS	Atok	27	SGOD, CID, Finance Personnel, PSDIs
				Bakun	33	
				Buguias	50	
		Group 2	CRSHS	Mankayan	44	SGOD, CID, Finance Personnel, PSDIs
				Itogon 1	24	
				Itogon 2	22	
Sablan	15					
June 28	Cluster 2	Group 1	Benguet NHS	Kapangan	30	SGOD, CID, Finance Personnel, PSDIs
				Kibungan	27	
				Tublay	21	
				La Trinidad	31	
		Group 2	CRSHS	Kabayan	25	SGOD, CID, Finance Personnel, PSDIs
				Bokod	42	
				Tuba	39	




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2. Participants are advised to bring copies of their SIPs, SRC/Updated SMEA Reports, laptops, and extension cords.
3. Meals and snacks will be provided charged against SDO MOOE while transportation of the participants will be charged against school MOOE and other local funds; subject to the usual accounting rules and regulations.
4. For guidance and dissemination.


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