



Republic of the Philippines  
**Department of Education**  
Schools Division of Benguet

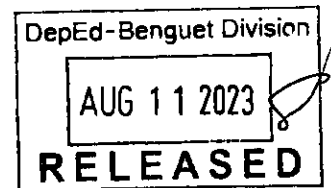
11 August 2023

**DIVISION MEMORANDUM**

No. 282, 62023

**ORIENTATION AND PROVISION OF TA ON SCHOOL ANNUAL IMPLEMENTATION PLAN (SAIP) PREPARATION- BATCH 2**

**TO:** Chief Education Supervisors  
Public Schools District Supervisors and Coordinating Principals  
School Heads  
Administrative Officers II and Administrative Assistants  
All Division Personnel Concerned



1. The **Orientation and Technical Assistance Provision on School Annual Implementation Plan (SAIP) Preparation for School Heads and Administrative Officers II- Batch 2** will be conducted on **August 14-17, 2023** for the following districts:

Date	District	Venue	Speakers/ Facilitators			Expected # of pax
			SGOD	OSDS	CID	
August 14	Buguias	CRSHS	Lucio Alawas, Corazon Quipot	Florinda Pagoy Caiver Olay	Partner EPSes, Ludinia Sanoan, Aladin Dobinto	80
	Tublay					40
	Atok Kapangan	Adivay Hall	Joven Agtani, Jeanette Kiong, Stephen Bulalin	Florabel Buclay Juvy Langpawen	Partner EPSes, Simon Backian, Robert Pablo, Jr.	42 56
August 15	Tuba	CRSHS	Lucio Alawas, Corazon Quipot	Florinda Pagoy Jonalyn Gayaso	Partner EPSes, Melchor Tecan Marcelino Baldo	66
	Mankayan	Adivay Hall	Joven Agtani, Jeanette Kiong, Stephen Bulalin	Florabel Buclay Febra Canuto		66
August 17	Kibungan	CRSHS	Lucio Alawas, Corazon Quipot	Florinda Pagoy Jaro Rosal	Partner EPSes, Daniel Pascaden	45
August 18	Itogon 2	Adivay Hall	Joven Agtani, Jeanette Kiong, Stephen Bulalin	Florabel Buclay	Partner EPSes Juliet Baldo	36



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2. Participants are advised to bring copies of their SIPs, SRC, SMEA Reports, laptops, and extension cords.
3. Lunch and morning and afternoon snacks will be provided charged against SDO HRTD funds while transportation and other expenses of the participants will be charged against school MOOE and other local funds; subject to the usual accounting rules and regulations.
4. For the trainings sessions that fall on Saturdays and Sundays, Compensatory Overtime Credits/ Service Credits will be given to participants, facilitators, and members of secretariat. For the sessions that fall on weekdays, guidelines under DepEd Order No. 53, s. 2003 on the Updated Guidelines on Grant of Vacation Service Credit to Teachers shall be observed. For the prescribed documentary requirements, the participants are directed to Division Memorandum No. 179, s. 2022.
5. For guidance and dissemination.

  
**SALLY L. BANAKEN- ULLALIM CESO V**  
Schools Division Superintendent

