
Republic of the Philippines
Department of Education
 Region II – Cagayan Valley
 Schools Division of Nueva Vizcaya

26 July 2022

DIVISION MEMORANDUM
 No. **240**, s. 2022

DIVISION ROLL-OUT OF THE ENHANCED SCHOOL IMPROVEMENT PLAN (ESIP) OPERATIONAL PROCESS

To: Assistant Schools Division Superintendent
 Chiefs (SGOD, CID)
 Education Program Supervisors
 Public Schools District Supervisors/District In-Charge
 Selected Secondary & Elementary School Heads/Teachers
 All others concerned


- In response to the provisions of DO 44.,s. 2015 regarding the development of 2022-2025 Enhanced School Improvement Plan (ESIP), this Office, through the Planning Officer and selected School Heads had attended the Regional Training of Trainers on Enhanced School Improvement Plan (ESIP) Operational Process by the Policy Planning and Research Division (PPRD), DepEd Regional Office No. 2, Tuguegarao City.
- Anent this, a **Division Roll-out of ESIP Operational Process** will be conducted on the following batches, schedule and expected participants:

| <i>Batch No</i> | <i>School/District</i> | <i>Expected Participants/ Attendees</i> | <i>Date/Venue</i> |
|-----------------|------------------------|--|---|
| 1 | Southern districts: | 2 per Secondary Schools (a school head & Dept Head/Master Teacher) | August 1-3, 2022 SDO Conference Hall |
| | | 3 per district (2 school heads & 1 MT) | |
| 2 | Northern districts: | 2 per Secondary Schools (a school head & Dept Head/Master Teacher) | August 11-13, 2022 SDO Conference Hall |
| | | 3 per district (2 school heads & 1 MT) | |

- Each attendee is requested to pay a **Registration Fee of Php1500.00** to defray expenses for meals and snacks and miscellaneous fees for the whole training duration.
- All participants are advised to **download & fill-up completely** the templates from the link <https://bit.ly/3yExNoR>. The accomplished templates along with the school's previous ESIP, AIP and WFP on hand will facilitate faster and easier workshop flow.



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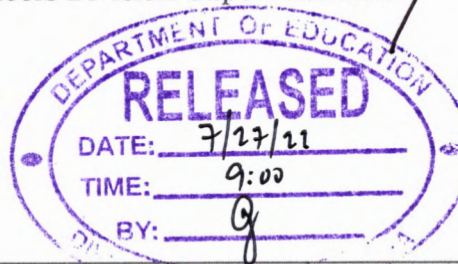

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5. The following members of the Program Management Team (PMT) are requested to attend the training duration for the specified role/s:

| Name | Position | Role |
|---------------------------------|---------------------|------------------------------|
| Melany M. Asuncion PhD | EPS, SGOD | Resource Speaker |
| Rommel S. De Gracia PhD, CESE | SEPS-PAR | Resource Speaker |
| Romeo Emmanuel Yarcia | Planning Officer II | Resource Speaker |
| Florence F. Esparrago | School Head | Facilitator |
| Roselle R. Mendoza PhD | School Head | Facilitator |
| Menalyn A. Salvador | School Head | Facilitator |
| Marianne C. Eugenio PhD | SEPS – HRD | Training Platform/Monitoring |
| Noli Mar N. Navarro PhD | SEPS – SMME | Lead, QAME |
| Pink Euria L. Montano | Division ITO | Lead, Technical Group |
| Dr. Rydiant Joy Blessing Manuel | Medical Officer | School Health Section |
| Adelwisa D. Obana | Cashier | Finance |
| Clydinne A. Ballon | ADAS II | Secretariat/IT |
| Maria Victoria A. Padro | Teacher II | Secretariat/IT |
| Zenaida B. Tacadena | Teacher II | Secretariat/IT |
| Amethyst S. Cachola | ADAS II | Secretariat/IT |

6. The meals and snacks of the members of the PMT shall be charged to HRTD Funds while the travel expenses of PMT member (from schools) and participants' travel expenses, meals, and snacks shall be charged to school local funds subject to usual accounting guidelines, rules and regulations.
7. All attendees are advised to strictly observe the compliance to the IATF and DOH guidelines and health protocols during the duration of the Training.
8. For information, dissemination, and compliance.


RACHEL R. LLANA PhD, CESO V
 Schools Division Superintendent



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