



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

019-1186
23 APR 2019

April 22, 2019

TRAVEL ORDER

NO. 495 s. 2019

TO: **DAE P. HABALO – SEPS, Planning & Research**
NORBERTO BANATANTO – ADAS III

PURPOSE: **To attend 1st Quarter Coordination Meeting of Division Planning Officers and Program Implementation Review (PIR) on Project Management Information System (PMIS)**

DATE OF TRAVEL: **April 23-24, 2019**

VENUE: **DepEd Region VII, Sub-office, Dumaguete City**

ALLOWED/CHARGED TO: (Division MOOE funds, subject for usual accounting and auditing rules and regulations)

_____ : Registration/ Transportation and other expenses

_____ : Transportation/per diems

_____ : On official time/business only

 x : Transportation/per diem & other incidental expenses

WILFREDA D. BONGALDS, Ph.D., CESO V

Schools Division Superintendent

4/22/19

Tel. Nos: (035)225-2838/225-0887/422-7644 (Division Supt's Office); (035) 225-1622 (CID); (035) 225-1823 (Legal Section); (035)225-8186 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0287 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1840 (Acct. Budget Section); (035) 422-3921 (Supply Section)



Republic of the Philippines
Department of Education
REGION VII, CENTRAL VISAYAS

Policy, Planning and Research Division

APR 15 2019

REGIONAL MEMORANDUM
No. **0196**, s. 2019

1ST QUARTER COORDINATION MEETING OF DIVISION PLANNING OFFICERS AND PROGRAM IMPLEMENTATION REVIEW (PIR) ON PROJECT MANAGEMENT INFORMATION SYSTEM (PMIS)

To: **Schools Division/City Superintendents**

1. This Office will conduct the 1st Quarter Coordination Meeting of Division Planning Officers and Program Implementation Review (PIR) on Project Management Information System (PMIS) on April 23-24, 2019 (exclusive of travel time) at DepEd Region VII, Sub-Office, Dumaguete City, Negros Oriental.
2. The said activity aims to:
 - 2.1. conduct Program Implementation Review (PIR) on Project Management Information System (PMIS);
 - 2.2. revisit the salient points of the Basic Education Enrolment Policy (DepEd Order 32, s. 2018);
 - 2.3. discuss the Policy Contextualization Process; and
 - 2.4. present the updates of Research and Data Management.
3. The participants to this activity are as follows:
 - 3.1. Regional Office:
 - 3.1.1. Chief – Policy, Planning, and Research Division
 - 3.1.2. Chief – Curriculum Learning Management Division
 - 3.1.3. PPRD Personnel
 - 3.2. Schools Division Offices:
 - 3.2.1. Senior Education Program Specialist (SEPS) - Planning and Research Unit
 - 3.2.2. Planning Officer III– Planning and Research Unit
4. Participants are required to register online through this URL: deped.in/1stQtrMeeting2019 on or before April 15, 2019.
5. Expenses for board and lodging, and travel expenses of RO7 personnel shall be charged against the **FY 2018 Program Support Funds (PSF) - PMIS**. Transportation and other incidental expenses are chargeable against local funds, subject to the usual accounting and auditing rules and regulations.
6. First meal to be served shall be dinner of April 22, 2019, while last meal to be served shall be breakfast of April 25, 2019.
7. For immediate dissemination and compliance.


JULIET A. JERUTA, Ph.D., CBSO IV
Director IV

JAI/STJ/MGB/rpt

Office of the Director (ORDir), Tel. Nos.: (032) 233-1433; 414-7399
Office of the Assistant Director (OADir), Tel. Nos.: (032) 255-4542
Administrative Service Division (ASD), Tel. Nos.: 414-7326, 414-4363, 414-7322, 414-4367
Education Support Services Division (ESSD), Tel. Nos.: (032) 254-7062
Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323

Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324
Finance Division (FDI), Tel. Nos.: (032) 256-2375; 253 8061, 414-7321
Human Resource Development Division (HRDD), Tel. Nos.: (032) 255-5239
Policy, Planning, and Research Division (PPRD), Tel. Nos. (032) 233-9030; 414-7065
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071

**Annex A
ACTIVITY OUTLINE**

PROGRAM IMPLEMENTATION REVIEW ON PMIS	
<i>Source of Funds</i>	Program Support Fund (PSF) for PMIS
<i>Date of Activity</i>	April 23-25, 2019
<i>Functional Division</i>	Policy, Planning and Research Division (PPRD)
<i>PMIS WFP Status</i>	Enrolled in the WFP 2019 of PPRD

I. Objectives

- Explain the Project Management Information System (PMIS) cycle.
- Discuss the Policy Contextualization Process.
- Develop Research and Data Management Processes.

II. Legal Basis

- Approved 2D19 WFP for PPRD
- DepEd Order No. 15, s. 2017

III. Matrix of Activities

Day 0 – Monday – April 22, 2019

Time	Activity	Locus of Control
6:00 AM to 5:00 PM	Arrival and Setting-In	PPRD Staff
6:00 PM	Dinner	

Day 1 – Tuesday – April 23, 2019

Time	Activity	Locus of Control
06:00 AM to 08:00 AM	Registration and Breakfast	MS. RIZA B. GUANGCO AO II
08:00 AM to 09:00 AM	Opening Program	PPRD Staff
	• Philippine National Anthem	DR. LEO B. ACIBAR EPS II
	• Prayer	MR. CHRISTOPHER D. VILLANUEVA, JR., AdAs I
	• Welcome Address	MR. MISAEL G. BORGONIA Chief, PPRD
	• Acknowledgment of Participants	MR. JESS MARLOWE C. LIBRE PO III, PPRD
	• Message	DR. MARIA JESUSA C. DESPOJO Chief, CLMD
	Meeting Proper	
09:00 AM to 12:00 PM	Program Implementation Review (PIR) on PMIS	MR. EDMUND C. OCADO, JR. PO III, PPRD
	• Submission of Reports on different PAPs	DR. MARIA JESUSA C. DESPOJO
	• M&E of PAPs	MR. JESS MARLOWE C. LIBRE
12:00 PM to 01:00 PM	Lunch Break	

Time	Activity	Locus of Control
01:00 PM to 02:00 PM	Updates on PMIS Uploading	MR. JESS MARLOWE C. LIBRE
02:00 PM to 05:00 PM	<ul style="list-style-type: none"> • Discussion on contextualization of policy • Deliberation monitoring and evaluation of DepEd Policies 	MR. EDMUND C. DCADO, JR.

Day 2 – Wednesday – April 24, 2019

Time	Activity	Locus of Control
06:00 AM to 08:00 AM	Attendance	PPRD Staff
08:00 AM to 09:00 AM	Discussion of salient points of DepEd Order 32, s. 2018 on the (Basic Education Enrollment Policy)	MS. JASMINE C. SANSABA Statistician I
09:00 AM to 10:00 AM	Status of Filling-up of Position	MS. RIZA B. GUANGCO
10:00 AM to 12:00 PM	Introduction of: <ul style="list-style-type: none"> • pprdro7@deped.gov.ph • pprdro7.data@deped.gov.ph • http://www.depedpprd7.net/ • Formatting Guidelines V.14 	MR. REY P. TAN EPSvr, PPRD
12:00 PM to 01:00 PM	Lunch Break	
01:00 PM to 04:00 PM	<ul style="list-style-type: none"> • Format of the Region 7 Research Journal • Composition of the Schools Division Research Committee (SDRC) for 2019 • Composition of Review Committee for Journal Publication for DepEd Website • Format of the Research Utilization Report for CO submission • Publication of Researches by BERF Researchers 	DR. LEO B. ACIBAR
04:00 PM to 05:00 PM	Closing Program	PPRD Staff

Day 3 – Monday – April 22, 2019

Time	Activity	Locus of Control
6:00 AM to 8:00 AM	Breakfast	PPRD Staff
	Home Sweet Home	

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