



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
 Gate 2, Karangalan Village, Cainta Rizal




REGIONAL MEMORANDUM

NO. 089 S. 2016

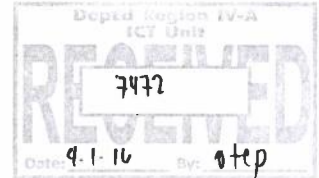
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TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : 
DIOSDADO M. SAN ANTONIO
 Regional Director

SUBJECT : **MENTORING ON DATA ORGANIZATION AND COLLECTION**

DATE : **MARCH 31, 2016**



In furtherance of its ongoing initiative to capacitate the key personnel/members of the regional/division planning committee and as agreed during the first series of the Capacity-Building Workshop in Harmonizing the Planning System in Basic Education, the Department of Education, Planning and Programming Division (CO-PPED) in collaboration with the BEST Technical Staff have committed to conduct a One-Day Mentoring on Data Organization and Collection on April 4, 2016 (8:00 am- 5:00 pm) at Bulwagan ng Karunungan, DepED Complex, Meralco Avenue, Pasig City.

The participants to this One-Day Mentoring are the following:

Regional Office/Division	Expected Attendees
Lipa City (Division Planning Team)	5
Batangas Province (Division Planning Team)	5
Quezon (Division Planning Team)	5
Other Divisions (Either DPO or SEPS)	16
Regional Office(PPRD)	3
Total	34

Each of the regional/division participants are likewise requested to bring their own packed food during the said activity. The travelling expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

The participants are also advised to bring their own laptops, extension cords and the needed data (from SY 2007 to SY 2015).

For further inquiries/details regarding this matter, please feel free to contact the Policy, Planning and Research Division (PPRD) at 02-647-5964 or send us an e-mail at pprd4a@gmail.com

Immediate dissemination of this Memorandum is greatly desired.