



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
GATE 2, KARANGALAN VILLAGE  
1900 CAINTA, RIZAL



14 January 2021

**Regional Memorandum**

**REGIONAL VIRTUAL REORIENTATION-WORKSHOP ON  
PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)**

To **Schools Division Superintendents**  
**All others concerned**

1. One of the region's priorities for the fiscal year 2021 is to strengthen the implementation of the Program Management Information System (PMIS) in the region. The PMIS serves as the department's official source of data on programs, projects, and activities (PPAs) from planning to implementation.
2. In line with this, the Department of Education Region IV-A (CALABARZON) through the Policy, Planning and Research (PPRD) will conduct a Regional Virtual Re-orientation on Program Management Information System (PMIS) on January 20-22, 2021.
3. The activity aims to:
  - 3.1 orient the PMIS primary users in region and divisions on the system's importance, system processes and recent enhancements;
  - 3.2 train and reinforce the PMIS division teams which will facilitate the implementation of the system in the division;
  - 3.3 reiterate the important timelines and deliverables and;
  - 3.4 address issues and concerns relative to the implementation of the PMIS.
4. Participants in this activity are selected personnel from schools division offices and regional office who are the primary users of the PMIS. Attached is the list of participants for reference.
5. Participants are also requested to have a copy of their functional division/operating unit's approved operational plan FY 2021.
6. Likewise, all concerned are enjoined to confirm their attendance on or before **January 18, 2021** by accomplishing the online registration which can be



**"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**

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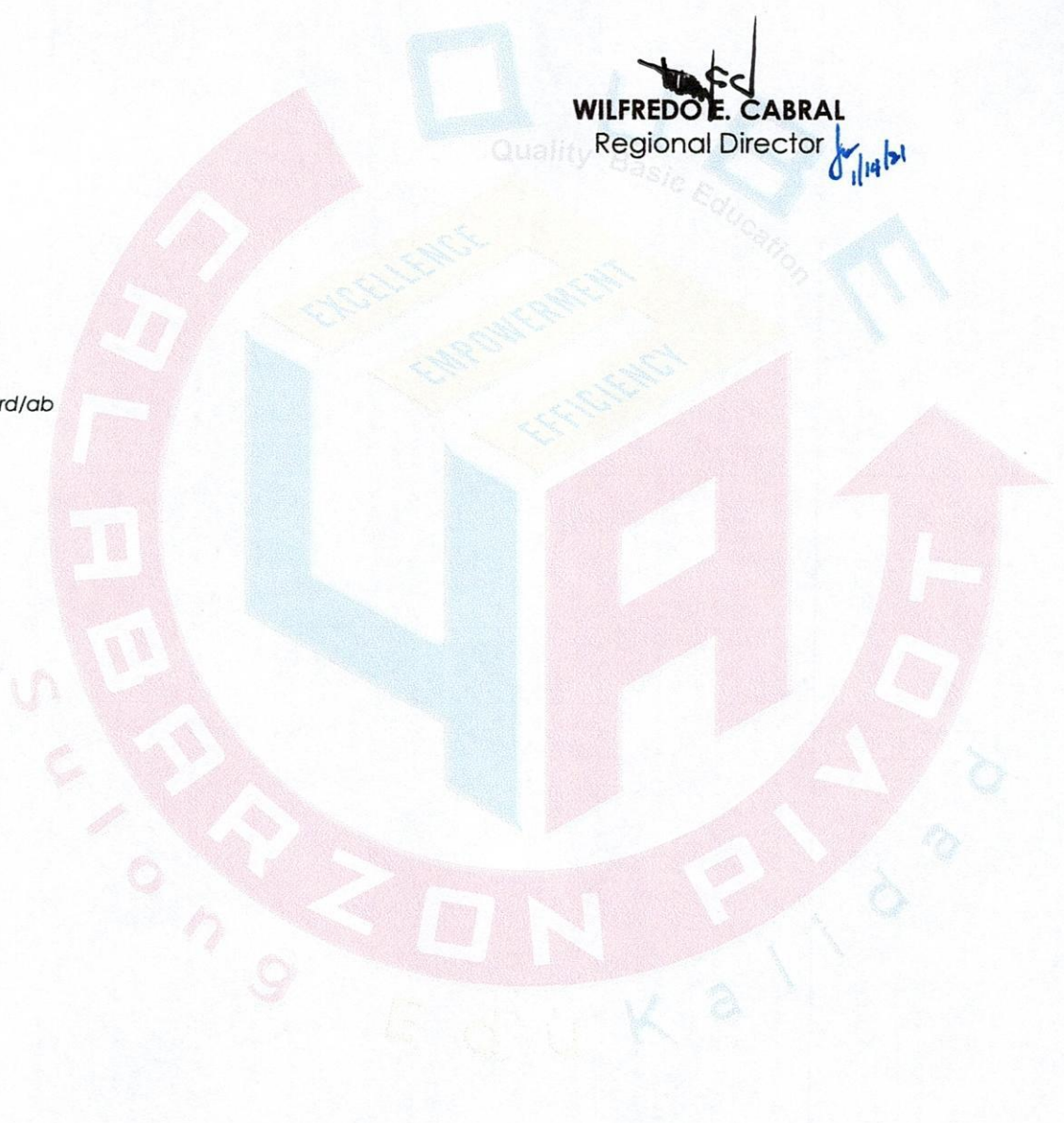
accessed at: [bit.ly/R4aPMIS2021Orientation-Workshop](https://bit.ly/R4aPMIS2021Orientation-Workshop). The link for the virtual orientation platform and presentation materials and program of activities will be sent to registered email addresses.

7. For queries and other concern, kindly contact Mr. Adrian A. Bullo via email at [adrian.bullo@deped.gov.ph](mailto:adrian.bullo@deped.gov.ph) or [pprd.calabarzon@deped.gov.ph](mailto:pprd.calabarzon@deped.gov.ph).
8. Immediate and wide dissemination of this Memorandum is earnestly desired.

  
**WILFREDO E. CABRAL**  
Regional Director

*11/14/21*

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# **REGIONAL VIRTUAL RE-ORIENTATION ON PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)**

**January 20-22, 2021**

## **List of Participants from each Schools Division Office**

<b>Division Office</b>	<b>No. of Participant</b>
Office of the Schools Division Superintendent	1
Curriculum Implementation Division	1
School Governance and Operations Division	1
Division Planning Officers	1
Division Budget Officers	1
Division M & E Focal Person	1
BAC Secretariat	1
Property and Supply Section	1
Accounting Section	1
<b>Total</b>	<b>9</b>

## **List of Participants from the Regional Office**

<b>Regional Office</b>	<b>No. of Participants</b>	<b>Remarks</b>
Office of the Regional Director	3	PMIS Focal Person Unit Heads
Curriculum and Learning Management Division	2	PMIS Focal Person FD Chief
Education Support Services Division	2	PMIS Focal Person FD Chief
Field Technical Assistance Division	2	PMIS Focal Person FD Chief
Quality Assurance Division	3	PMIS Focal Person M&E Focal Person FD Chief
Human Resource Development Division	3	PMIS Focal Person FD Chiefs
Policy, Planning and Research Division	5	TWG PMIS Focal Person Planning Officer
Administrative Division	7	PMIS Focal Supply Officer FD Chief Section Heads
Finance Division	3	PMIS Focal Person/ Budget Officer Accounting Officer FD Chief
BAC Secretariat	1	PMIS Focal Person
<b>Total</b>	<b>31</b>	