



Republic of the Philippines
Department of Education
REGION III
Schools Division of Bulacan

June 22, 2023

DIVISION MEMORANDUM
No. 273 , s. 2023

DIVISION MID-YEAR STRATEGIC PLANNING 2023
(Revisiting the Annual Implementation Plan, Office Performance and Commitment Review, Individual Performance and Commitment Review against the MATATAG Agenda and Schools Division Office's Office Functions – Version 3, and Second Quarter Program Implementation Report)

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Division Education Program Supervisors
Public Schools District Superintendents
Unit Heads of the OSDS
Section Heads of the SGOD
All Others Concerned

1. On January 30, 2023, Vice President and DepEd Secretary Sara Z. Duterte launched DepEd's new agenda *MATATAG: Bansang Makabata, Batang Makabansa* to set the new direction for the agency and stakeholders in resolving basic education challenges. In addition, the Office of the Undersecretary of Human Resource and Organizational Development DepEd CO officially released the DepEd Regional Office and Schools Division Offices' Office Functions – Version 3 through DM-HROD-2023-0617 dated May 5, 2023. The said Department Memorandum emphasized that these documents shall serve as a guide in the preparation of the Office Operational Plan, wherein the priorities of the office for the current year will be translated into the Organization Performance and Commitment Review (OPCR) and in accomplishing the Individual Performance and Commitment Review (IPCR). Relative to the cited policies, this Office shall conduct mid-year strategic planning that will focus on revisiting the Annual Implementation Plan, Office Performance and Commitment Review, Individual Performance and Commitment Review against the *MATATAG Agenda* and the Schools Division Office's Office Functions – Version 3 on July 3 – 5, 2023 at a venue to be announced later.
2. This mid-year strategic planning aims to:
 - a. conduct a review of the first-semester activities under the division's annual implementation plan (AIP) and its alignment with the DepEd MATATAG agenda;
 - b. discuss Schools Division Office's Office Functions – Version 3 per functional divisions;
 - c. review, align, and harmonize the Organization Performance and Commitment Review (OPCR) and Individual Performance and Commitment Review (IPCR) with Schools Division Office's Office Functions – Version 3;
 - d. prepare the accomplishment report and means of verification (MOVs) for the mid-year evaluation of the OPCR and CESPES, and
 - e. conduct the second quarter Program Implementation Report.





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3. Attendees to this strategic planning include the following:

Office	Personnel	Number of Participants
OSDS	• Schools Division Superintendent	1
	• Assistant Schools Division Superintendents	2
	• Unit Heads (AO IV, Records Section, Supply Officer, Personnel Section, ITO, Cashier, Accountant, Budget Officer, and Legal Unit)	11
CID	• Chief ES	1
	• DEPSs	10
	• PSDSs	33
SGOD	• Chief ES	1
	• DEPS	1
	• SEPS (SMME, HRD, Planning and Research, Planning Officer, PDO - DRRM, Engr., YFO, School Health Section)	10
	Program Management Team	5
	Total	75

4. This Memorandum shall serve as the Travel Authority of all participants.
5. Attached is Enclosure 1, Schedule of Activities, for reference.
6. Expenses to be incurred in the conduct of the said activity shall be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.
7. It is expected that all participants observe the minimum health protocols in compliance to health standards as pre-emptive interventions to prevent the spread of any infectious diseases.
8. Immediate and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, EdD., CESO V
Schools Division Superintendent

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Enclosure No. 1 to Division Memorandum No. , s. 2023

Schedule of Activities

Day 1 – Office of the Day – School Governance and Operations Division
6:00 am – 10:00 am Travel Time
10:00 am – 5:00 pm Session 1: AIP First-Semester Review of Activities and Reporting of Accomplishments
Workshop 1: Harmonization of AIP Second-Semester Activities with the MATATAG Agenda (AIP Plan Adjustments if necessary)
Presentation of Outputs by Functional Divisions
PIR Reporting
5:00 pm – 6:00 pm Presentation of CID - PSDS 6:00 pm – 7:00 pm Presentation of CID (DEPS, Inclusive Education & LRMDS)
Day 2: Office of the Day – Office of the Schools Division Superintendent
8:00 am – 5:00 pm Session 2: <i>Find Your WHY</i> - Schools Division Office's Office Functions – Version 3
Workshop 2: OPCR and IPCR review, alignment, and harmonization with the Schools Division Office's Office Functions – Version 3
Presentation of Outputs by Functional Divisions and by Unit
PIR Reporting
5:00 pm – 6:30 pm Presentation of OSDS 6:30 pm – 8:00 pm Presentation of SGOD
Day 3: Office of the Day – Curriculum and Implementation Division
8:00 am – 3:00 pm Session 3: Discussion of the mid-year evaluation of the OPCR and CESPES
Workshop 3: Preparation accomplishment report and means of verification (MOVs) for the mid-year evaluation of the OPCR and CESPES (by Functional Divisions)
3:00 pm – 5:00 pm Travel Time

