



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

July 25, 2023

DIVISION MEMORANDUM
No. 327, s. 2023

**PUBLIC SECONDARY SCHOOLS MID-YEAR PROGRAM IMPLEMENTATION
REVIEW FY 2023 AND PLAN ADJUSTMENT FOR SECOND SEMESTER 2023**

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Division Education Program Supervisors
School Heads of Secondary Schools
All Others Concerned

1. This Office shall conduct a PIR for Secondary Schools under the School's Annual Implementation Plan (AIP) and revisit the alignment of both activities and accomplishments with the four critical components of MATATAG agenda. As such, the results of the said review, evaluation and planning will become the basis for necessary adjustments and alignments in the remaining AIP activities. Relative to the statement, this mid-year review, evaluation for secondary schools shall be held on August 2 - 4, 2023 at a venue to be announced later.

2. This activity aims to:

- a. conduct a review, adjustment of the mid-year Program Implementation Plan in relation to the Annual Implementation Plan (AIP), School Implementation Plan (SIP), and its alignment with the school commitment to MATATAG agenda;
- b. review, align, and harmonize the school's Office Performance and Commitment Review (OPCR) with the Philippine Professional Standards for School Heads; and
- c. report the first semester accomplishments of the School Program Implementation Report (SPIR).

3. Attendees to this Mid-Year PIR Review FY 2023 include the following:

Office	Personnel	Number of Participants
SDO	<ul style="list-style-type: none">• Schools Division Superintendent• Assistant Schools Division Superintendents• Chiefs of the CID and SGOD• Division Education Program Supervisors	1 2 2 12





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HS	• All Secondary School Heads	95
	• Program Management Team	6
	Total	118

4. This Memorandum shall serve as the Travel Authority of all participants.
5. Attached is Enclosure 1, Schedule of Activities, for reference.
6. There will be a registration fee in the amount of P8,600.00 for each participant to cover transportation, accommodation, and meal expenses.
7. Expenses to be incurred in the conduct of the said activity shall be charged against Division MOOE for SDO personnel and school MOOE/local fund for secondary school heads, both subject to the usual accounting and auditing rules and regulations.
8. 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.
9. Immediate and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, EdD., CESO V
Schools Division Superintendent 4

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**PUBLIC SECONDARY SCHOOLS MID-YEAR Program
Implementation Review FY 2023**

**Venue (TBA)
August 2-4, 2023**

Schedule of Activities

<p>Day 1 – Office In-Charge of the Day – EDDIS 1 & 2 7:00 am ETD (to be arranged by the PSSPA Officers) 12:00 – 1:00 – Lunch Time</p> <p>PM – Session Proper</p> <p>Opening Program (1:00pm – 1:30pm)</p> <ul style="list-style-type: none">• Program Management Team <p><i>Session 1: Find Your WHY - Schools Office Functions –PPSSH</i> Discussion on the Harmonization of AIP and SPIR for Second Semester Activities with the MATATAG Agenda</p> <p>SPIR Reporting (4:01pm – 8:00 pm) Presentation of Accomplishments (SPIR) by EDDIS</p> <ul style="list-style-type: none">• EDDIS 1• EDDIS 2• EDDIS 3
<p>Day 2 – Office In-Charge of the Day – EDDIS 3 & 4 Session Proper (8:00 am – 5:00 pm) Management of Learning (8:01am – 8:30pm)</p> <p>SPIR Reporting (8:01am – 8:30am) Presentation of Accomplishments (SPIR) by EDDIS</p> <ul style="list-style-type: none">• EDDIS 4• EDDIS 5• EDDIS 6 <p><i>Session 2: Presentation of AIP Plan Adjustment for 2nd Semester of FY 2023</i> (1:00pm – 5:00pm)</p>
<p>Day 3 – Office In-Charge of the Day – EDDIS 5 & 6 Session Proper Management of Learning (8:00 am – 8:30 am)</p> <p><i>Session 3: Financial & Budget Status and Updates (8:30am – 12:00 nn)</i></p> <p>Closing Program (1:00 pm) Travel Time (2:00 pm onward)</p>

