



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

September 18, 2024

DIVISION MEMORANDUM

No. 391 s. 2024

**DIVISION THIRD QUARTER CONFERENCE AND FOCUS GROUP DISCUSSION
ON PROVISION OF TECHNICAL ASSISTANCE (INTERFACING OF CID AND
SGOD)**

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

1. Technical Assistance is considered necessary to ensure the effective and efficient implementation of programs, projects, and activities. It is one of the key professional activities provided by the Schools Division Office to all its personnel as they move toward the realization of their objectives. This is done by giving them support and guidance in identifying, analyzing, and finding appropriate and relevant interventions to improve the services to the clientele. Thus, this Office shall conduct Third Quarter Conference and Focus Group Discussion on Provision of Technical Assistance (interfacing between the Curriculum and Instruction Division and School Governance and Operations Division) on September 24, 2024, at 8:30 AM at Bustos Elementary School, Bustos, Bulacan.

2. This conference aims to provide clear procedures, guidelines, tools, and suggested structure in implementing the SBM new guidelines as basis for TA provision. It also focuses on how the concept of technical assistance helps the practices associated with the teaching-learning situations, as well as leading and managing schools and different departments to bridge the gaps in curriculum implementation, implementation of programs, projects and activities, and school administration and supervision.

For Quarter 3, discussions shall focus on:

- Conversion of Schools
- Establishment of Schools'
- Renaming Schools
- DO No. 7, s. 2024, Policy Guidelines on the Revised SBM System


3. Attendees to this conference include the following:

- 2 Assistant Schools Division Superintendents
- 2 CID and SGOD Chiefs
- 31 Public Schools District Supervisors



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- 12 Education Program Supervisors
 - 4 Senior Education Program Specialists
 - 1 Planning Officer
 - 1 PDO - DRRM
 - 1 Representative from Learning Formation
 - 6 members of the TWG
- Total participants: 60 personnel
4. All participants are requested to bring their laptop for the workshop.
5. 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.
6. It is expected that all participants observe the minimum health standard protocols in compliance with health standards as pre-emptive interventions to combat any infectious diseases.
7. Immediate and wide dissemination of this Memorandum is desired.


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