



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

July 10, 2025

**DIVISION MEMORANDUM**

No. 344 s. 2025

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

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

1. Technical Assistance is much necessary in the review of programs, projects, and activities in the Development Plan of this Office. Accountability ensures that the department's plans and programs are aligned with its goals and objectives, and that resources are being utilized efficiently. Improved Service Delivery assesses the development plan and identifies areas for improvement to enhance services and better support students, teachers, and the community. Strategic Alignment reviews the plan to ensure that it aligns with national education policies and priorities, as well as local needs and context. Resource Optimization enables effective allocation of resources, minimizing waste, and maximizing impact. Enhanced Governance promotes transparency, good governance, and participatory decision-making, ultimately contributing to better education outcomes. Thus, this Office shall conduct the 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) to be led by the School Governance and Operations Division (SGOD) on July 21, 2025, at 9:00 AM at the Conference Hall of the Schools Division Office, City of Malolos, Bulacan.

2. This conference aims to provide clear procedures, guidelines, tools, and a suggested structure for the conduct of the Review of the Division Education Development Plan. 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.

3. Attendees to this conference include the following:

- Assistant Schools Division Superintendent
- CID and SGOD Chiefs
- Public Schools District Supervisors
- Education Program Supervisors
- Senior Education Program Specialists
- Planning Officer
- members of the TWG

4. All participants are requested to bring their laptops for the discussion.



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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 as pre-emptive interventions to prevent the spread of any infectious diseases.
7. Immediate and wide dissemination of this Memorandum is desired.

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