
DEPARTMENT OF EDUCATION
2003
CITY SCHOOLS DIVISION OF MALOLOS

Innovations

KRA 5

KRA 4

KRA 3

KRA 2

KRA 1



FY 2023, 1st SEMESTER ACCOMPLISHMENT REPORT

Leilani Samson Cunanan, CESO V

Schools Division Superintendent

Innovations

KRA 5

KRA 4

KRA 3

KRA 2

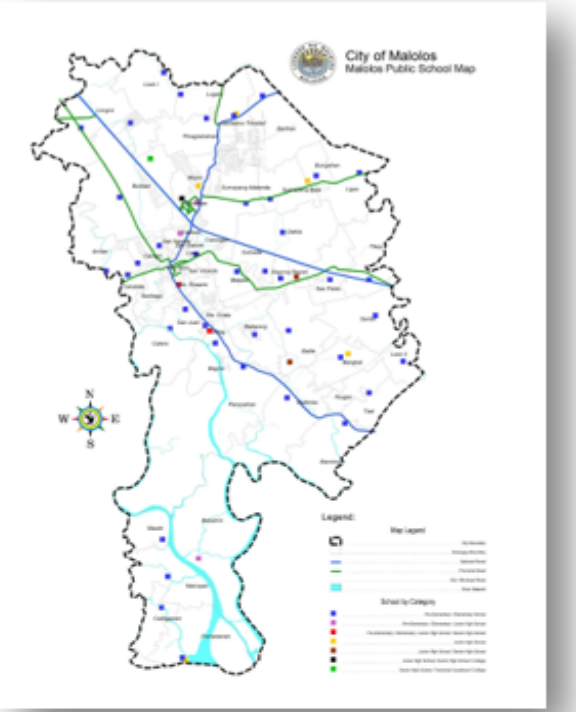
STRATEGIC MANAGEMENT AND OPERATIONS (30%)

KRA 1

SDO CITY OF MALOLOS PROFILE SY 2022-2023

Number of Schools All Sectors

SECTOR	NO OF SCHOOLS	PERCENTAGE
Public Schools	57	54%
Private Schools	47	44%
SUCs	2	2%
TOTAL	***106***	



Teaching and Non-Teaching Personnel

CATEGORY	NUMBER
SDO Personnel	230
School Heads	57
Teaching Personnel	1693
TOTAL	***1980***

Source: Admin Office

Enrollment Data

SECTOR	ENROLLMENT	PERCENTAGE
Public Schools	46117	73.46%
Private Schools	16001	25.49%
SUCs	660	1.05%
TOTAL	***62778***	

Source: LIS, Jan. 10, 2023

THE MATATAG AGENDA

In the Basic Education Report held last January 30, 2023, Secretary Sara Z. Duterte launched the new direction of the Department of Education , **MATATAG: Bansang Makabata, Batang Makabansa.** This agenda is anchored on four critical components:

1. **MA**ke the curriculum relevant to produce competent and job-ready, active and responsible citizens;
2. **TA**ke steps to accelerate delivery of basic education facilities and services;
3. **TA**ke good care of learners by promoting learner well-being, inclusive education, and a positive learning environment;
4. **G**ive support to teachers to serve better.

The Basic Education Development Plan 2030 of the Department has integrated the action points of the MATATAG Agenda. Pillar 1- Access and Pillar 2- Equity are addressed by the action points of TAke good care of learners by promoting learner well-being, inclusive education, and a positive learning environment. For Pillar 3 – Quality and Pillar 4 – Resiliency and Well-Being, the action points on MAke the curriculum relevant to produce competent and job-ready, active and responsible citizens and Give support to teachers to serve better are integrated. Whereas, the enabling mechanisms of Governance is addressed by TAke steps to accelerate delivery of basic education facilities and services.



THE MATATAG AGENDA

The Schools Division Office of City of Malolos commits to attain the MATATAG agenda through the implementation of three (3) flagship programs:

1. **ACE** (Accelerating Curriculum Excellence)

1. Program **RISE** (**R**esearch-based and suitable training; **I**nclusion of all school-age learners to ensure equal opportunity to education; **S**ustainability of child-friendly and safe environment; **E**ngagement of Partners for sustainable education support; and

2. **TUTOK-TANAW** Excellence in the Delivery of Basic Education Services.



Objective 1
(5%)

Led in the development of Division Education Development Plan (DEDP) and Operational Plans for the Schools Division Office and Schools



KRA 1

Q	E	T	Average	Score
5	5	5	5	**0.250**

Development of the SDO Technical Assistance Plan
(January 5, 2023)

TECHNICAL ASSISTANCE OPERATIONAL PLAN
(FISCAL YEAR 2023)
City Schools Division of Malolos City

Dr. Cynthia C. Briones
Chief ES – SGOD
DFTAT Team Leader

Fatima M. Punongbayan
OIC, Chief ES – CID
DFTAT Team Leader

Dr. Leonardo C. Canlas, CESO VI
Assistant Schools Division Superintendent

Dr. Norma P. Esteban, CESO V
Schools Division Superintendent

TECHNICAL ASSISTANCE OPERATIONAL PLAN
(SCHOOL GOVERNANCE AND OPERATION DIVISION)

Unit/Section: PRS - PLANNING SECTION

Issue/Concern	Office/Division	Proposed Action/Intervention	Timeline	Unit/Section Involved
☐ Turnover of LIS personnel / coordinators without proper training on LIS and BEIS processes; ☐ Policy interpretations on various issuances relative to LIS and BEIS processes: a. DO 3 s. 2018 and b. DO 54 s. 2016	SGOD	PRS Planning to conduct online EBEIS and LIS forum on relative DepEd Orders and LIS and EBEIS processes:*(LET'S ASSIST – LIS & EBEIS Technical Assistance Series)* 1. EBEIS and LIS: Understanding the Concept 2. The LIS and EBEIS Cycle / Calendar 3. User Account Management System (UAMS) in the LIS 4. DepEd Orders on Basic Enrollment Policy (DO 3. s. 2018) and Transfer of School Records (DO 54 s. 2016) 5. Data Corrections Requests Processes and Request Forms (RF) 6. Performance Indicators Concepts and Meanings 7. Benchmarking of LIS Best Practices	February – November 2023	PRS Planning

Issue/Concern	Office/Division	Proposed Action/Intervention	Timeline	Unit/Section Involved
Pursuant to DepEd Order No. 2 s. 2015 – Implementation of RPMS in the Department, deviations were noted in the accomplishment of the IPCRF as to objectives and QET indicators among SDO Non-Teaching Personnel.	SGOD	Provide TA on the alignment of IPCRF, AIP, based on the KRA and functions per offices and sections	1st Quarter	Division PMT PRS Planning

Unit/Section: SCHOOL MANAGEMENT MONITORING AND EVALUATION SECTION

Issue/Concern	Office/Division	Proposed Action/Intervention	Timeline	Section Involved
Inadequate awareness of SGC members on their roles and responsibilities as officers	School Governance and Operations Division	Orientation Seminar of SGC members on their Basic Functions	April 2023	School Management, Monitoring and Evaluation Section
Continuous Compliance of Private School to Quality Standards after Recognition	School Governance and Operations Division	Onsite Visit and Inspection of Recognized Private Schools based on DepEd Order No. 88 series of 2010	Year Round	School Management Monitoring and Evaluation Section
Readiness of schools for SBM online validation and accreditation	School Governance and Operations Division	Implementation of Project E-SBM (Electronic School-Based Management) Development of an automated repository for schools' SBM documents.	March 2023 to December 2023	School Management Monitoring and Evaluation Section/ ICT Services
Program Implementation Review of Mandated and Initiated PPA's	School Governance and Operations Division	Monitoring of PPA's based on BEMEF	Year Round	SGOD Monitoring and Evaluation Team

*****TECHNICAL ASSISTANCE OPERATIONAL PLAN*****
(CURRICULUM IMPLEMENTATION DIVISION)

UNIT/SECTION: *OFFICE OF THE CHIEF EDUCATION SUPERVISOR-CID*

issue/Concern	Office/Division	Proposed Action/Intervention	Timeline	Unit/ Section Involved
1. Intensify TA provisions and instructional supervision skills of all CID supervisors for improved learning outcomes	CID/SDO-City of Malolos	Through Project AIM (Assist to improve Management of Learning) Conduct planning meetings andFGDs on setting goals for the provision of TA Preparation of TA Plan and other TAforms Setting of timelines of submission on TA outputs and outcomes Evaluation of provided TA Replanning	Quarterly	CID
2. Standard-based Performance and accountability of CID personnel	CID/SDO-City of Malolos	Conduct of Project CID-Cultivate an Improved Direction (FGDs on Performance and accountability)	Quarterly	CID
3. . Punctuality on compliances on deliverables	CID/SDO-City of Malolos	Conduct of Monthly Project SMART (Supervisors' Meeting to Address Risks and Threats)	Monthly	CID

UNIT/SECTION: *INSTRUCTIONAL MANAGEMENT*

District	issue/Concern	Office/ Division	Proposed Action/Intervention	Timeline	Output	Outcome	Unit/ Section Involved
English	Improved implementation of Learning Recovery Plan that addresses learning losses of learners in literacy skills of Regular and Special Program Classes	CID - IM	1. Capacitate teachers through Training-Workshop to address Learning Losses in Literacy. 2. Strengthen the implementation of Advocacy program. (Project ILOVE READING) 3. Sustaining activities in Project I LOVE READING in all schools. 4. Collate and develop learning materials best suited to the need of the learners. 5. Intensive classroom observation and monitoring to select teachers from District 1-10.	Year-Round	1. Training ACR 2. Monitoring Checklist results 3. Learning Resources 4. STAR Observation results 5. Number of English programs and/or policies s assessed/evaluated	Improved Reading Proficiency Level achieved by Regular and special Program learners	CID-Instructional Management
	Content and pedagogical approaches use in teaching learning process that will enhance academic achievement	CID - IM	Capacity Building for Key Stages 1 & 2 Teachers through Division Seminar-Workshop	Year-Round	1. Training ACR 2. Monitoring Checklist results 3. Learning Resources 4. STAR Observation results 5. Number of English programs and/or policies s assessed/evaluated	Well-versed Key Stages 1 & 2 English Teachers	CID-Instructional Management
FILIPINO	Improved implementation of a Learning	CID SDO City of Malolos	1.Capacitate teachers on Training in Addressing Learning Losses of learners	Year Round	1. ACR of training conducted 2. Monitoring Checklist	Improved percentage of learners	CID-Instructional Management

KRA 1

Objective 1 - Led in the development of Division Education Development Plan (DEDP) and operational plans for the Schools Division Office and Schools

Development of the Schools Division Office Annual Implementation Plan for FY 2023
(January 31, 2023)

Republic of the Philippines
DEPARTMENT OF EDUCATION REGION 3
Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)

DepEDRO3-AIP-001 (Created/Revised 12/03/20)
Version 1.0 | Revision 00

SCHOOLS DIVISION OFFICE OF CITY OF MALOLOS

FY 2023 Annual Implementation Plan

KRA 1: Strategic Management and Operations

KRA	Strategy	Intervention	Program	Project	Activities	Major Output	Performance Indicators: Output	Performance Indicators: Activity	Physical Target: Output	Physical Target: Activity	Time Frame	With Procurement (Y / N)	Resources: Human	Resources: Non-Human	Resources: Financial
SCHOOL GOVERNANCE AND OPERATIONS DIVISION															
Policies and Programs (Access)	Reinventing the Develop Project tracking of learners program CARE that is community connected, learner focused & adaptive to future challenges	Develop program for the recovery of lost learners & SARDOs	Project CARE "Capturing Attendance in Returning to school for Education"	1. Coordination with the City Government Planning on the population of school age learners to determine population viz-à-viz in school enrollment for the school year. 2. Collaboration between educators, principals, social workers back into the classroom. 3. Conduct of individualized work with each family, door-to-door and home visits to locate unenrolled learners.	Coordination with the City Government Planning on the school age profile	reduction of learners profiling and needs identification and recollation	percentage of lost learners recovered	No. of lost learners recovered	1	1	Mar. to Dec. 2023	N	P.O. Teachers School Heads PSDS's	Laptop or Computer	-
	Review the previous records of appraisals of classrooms	Establishment of site appraisal	Inspection/Appraisal of Schools	Conduct of ocular inspection	Monitoring & inspection of schools	Number of school building constructed/ Repairs	100%	100%	1	1	Jan.- Sept. 2023	N	Engr. CES DPWH	Laptop or Computer	20M
	Selection of newly elected officers	Regular monitoring o activities	Division Federation Election of SPG		Conduct Division Federation Election of SPG & SSG Officers	List of newly elected officers, ACR	100%	100%	62 submitted report and consolidated report	1	Sept.- Oct. 2023	N	SDS, Chief, YFD and SPG/SSG officer	Printer, Ink, Internet connection and laptop	N

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FY 2023 Annual Implementation Plan

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Technical Assistance	Coaching and Mentoring	Provide clear direction in coaching & mentoring	Provision of T.A	Project TOP	Holding of meetings/ conference/ FGD's	Plan of agreement T.A. for both mentor and mentees	% of T.A provided	No. of T.A provided	100%	100%	Year	Y	SGOD personnel		60,000 (SGOD - MOOE)
CURRICULUM IMPLEMENTATION DIVISION															
RESEARCH (PILLAR 3)	Continuous improvement in the educational system through research	Conduct Research relative to improvement of teaching and learning	Research Productivity Program	Project SEARCH for CID (Sustainable Educational And Research-Based Curriculum Hub for CID)	Conduct of regular research Submission and publication of research output to the division. Utilization of research outputs	Research outputs utilization towards improved teaching and learning	100%	100%	20	100%	year round	N	Supervisors CID Chief ES, SEPS R&P		
TECHNICAL ASSISTANCE (PILLAR 3EM 4 GOVERNANCE)	Coordination with DFTAT for the provision of TA to schools	Employ strategic mechanism in providing TA	Teacher and School Head Support Program	Project AIM-Learning (Assist to Improve Management of Learning)	Coaching Supervisors and school leaders on TA provision to teachers Crating and implementation of TA Plan and agreement Reporting and submission of TA Accomplishment REports Regular FGDs towards Improved TA Accomplishment	Provided quality Technical Assistance towards improved management of learning TA tool and TA Agreements	100%	100%	500%	100%	year round	Y	EPS PSDS LR ALS Chief ES		132000 MOOE GAS

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TECHNICAL ASSISTANCE (PILLAR 3EM 4 GOVERNANCE)	Coordination with DFTAT for the provision of TA to schools	Employ strategic mechanism in providing TA	Teacher and School Head Support Program	Project AIM-Learning (Assist to Improve Management of Learning)	Coaching Supervisors and school leaders on TA provision to teachers Crating and implementation of TA Plan and agreement Reporting and submission of TA Accomplishment REports Regular FGDs towards Improved TA Accomplishment	Provided quality Technical Assistance towards improved management of learning TA tool and TA Agreements	100%	100%	500%	100%	year round	Y	EPS PSDS LR ALS Chief ES		132000 MOOE GAS

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ADMINISTRATIVE SERVICES															
Administrative Policies and guidelines	Ensure the implementation of Citizen / Client Satisfaction survey (CCSS)	Implementation of Citizen / Client Satisfaction survey (CCSS) to all functional Division/Unit in the SDO	Review and analysis of Division Citizen / Client Satisfaction survey (CCSS) Results	Division Consolidate Citizen / Client Satisfaction survey (CCSS) Results	Review, provide analysis and report the Division Consolidate Citizen / Client Satisfaction survey (CCSS) Results	Division Citizen / Client Satisfaction survey (CCSS) Results	Number of Citizen / Client Satisfaction survey (CCSS) Results	Number of reviewed, analized and reported Citizen / Client Satisfaction survey (CCSS) Results	12	12	January to December 2023	N	AO V	Internet Connection, Computer peripherals	
Administrative Policies and guidelines	Ensuring sustainability of compliance to standard of PRIME-HRM	Conduct field validation of the internal assessments	Operation compliance to standards	Field validation	1. Internal validation prior to actual field validation of the CSC 2. Integrate improvement, if necessary 3. Feedbacking	Bronze Recognition of PRIME-HRM	Number of validation reports / Number of recognition awarded	Number of internal validation conducted / Number of CSC field validation	1 / 1	1 / 1	March 2023 / May 2023	Y	PRAISE Committee	Meals	
Records Management	Establish, implement and maintain a systematic and scientific records management system and control the creation, use, transmission, retention, maintenance, storage, retrieval, preservation and disposition of operational records.	Up-to-date recording of incoming and outgoing documents and division issuances to respective databases	Maintenance of Records Management System	Maintenance of different Database of Records Management System	Monitor the utilization of Online Document Tracking System (ODTS)	Duly-maintained databases of Records Management System	Number of Records Management System Database	Number of maintained database of Records Management System	3	3	January-December 2023	N	AO V, AO IV (Records), AAids VI (Records), Records Section Staffs	Computer, printer, wifi connection, ballpen, paper	

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FY 2023 Annual Implementation Plan

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OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT-LEGAL ASDS															
STRATEGIC MANAGEMENT AND OPERATIONS	Ensuring completion and alignment of plans to the DEDP targets	Convene the different heads of units to assess plan alignment	Annual Implementation Plan alignment	Plan assessment	1. Presentation of plans per unit/office 2. Analysis of plans to check on alignment	Aligned Annual Implementation Plan	Number of AIP	Number of meetings	1	1	February 2023	N	ASDS, Unit Heads	Laptop, Projector	
	Assessing recovery achievements of the LRP	Conduct progress assessments	LRP implementation	LRP assessment	1. Develop the assessment tool based on the LRP targets 2. Assess the quality of recovery	Assessment Tool and Quantitative Analysis Results	Number of Assessment Tool	Number of Assessment Report	8	8	July 2023	N	LRP Team	Laptop, Projector	
	Enhancing professional capability of supervisors and school heads on research utilization	Conduct seminar-workshop	Research development and utilization	Writing proposed research utilization	1. Planning meeting 2. Implementation of the project 3. monitoring and evaluation	Research utilization implementation reports	Number of research utilization implementation reports	Number of seminar-workshop	5	1	April 2023	N	ASDS, Supervisors, School Heads, SEPS Research	Laptop, Projector	
	Heighten the responsiveness of the learning and development support to personnel	Develop the Organizational Plan for Professional Development (OPPD) Program	Organizations I Plan for Professional Development (OPPD) Program	Blueprint of the OPPD	1. Summaries the IPPD of OSDS Unit Heads 2. Develop the OPPD	Organizational Plan for Professional Development (OPPD)	Number of OPPD	Number of meeting	1	1	February 2023	N	ASDS, Unit Heads of OSDS	Laptop, Projector	

KRA 1

Objective 1 - Led in the development of Division Education Development Plan (DEDP) and operational plans for the Schools Division Office and Schools

SDO Commitment to MATATAG
(February 21-22, 2023)

Crafting of the Schools Division Office Commitment to the MATATAG








KRA 1

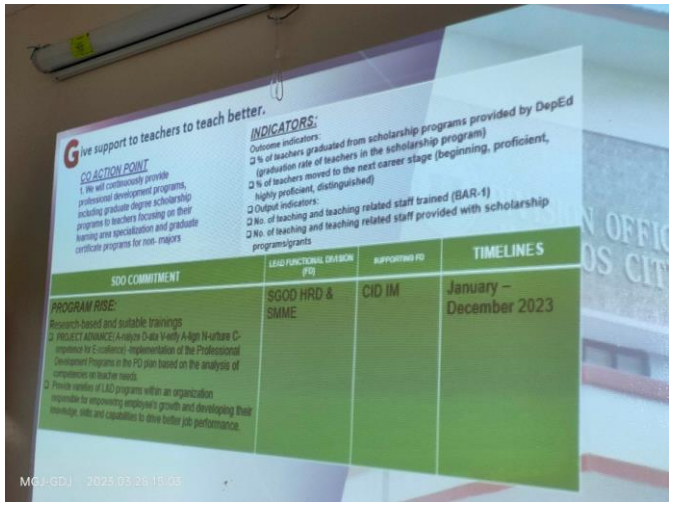
Objective 1 - Led in the development of Division Education Development Plan (DEDP) and operational plans for the Schools Division Office and Schools

Review of the MATATAG Commitment
(March 15, 2023)

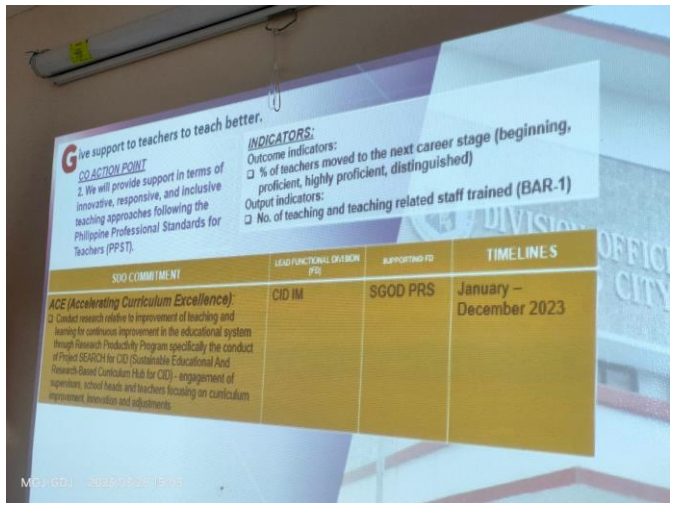












KRA 1

Objective 1 - Led in the development of Division Education Development Plan (DEDP) and operational plans for the Schools Division Office and Schools

Finalization of the Division Education Development Plan
(March 20, 2023)

DEDP 2022-2028– BOOK FORM



KRA 1

Objective 1 - Led in the development of Division Education Development Plan (DEDP) and operational plans for the Schools Division Office and Schools

Development of the SDO FY 2023 Monitoring & Evaluation Plan
(March 24, 2023)







KRA 1

Objective 1 - Led in the development of Division Education Development Plan (DEDP) and operational plans for the Schools Division Office and Schools

KRA 1

Objective 2
(3%)

Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning



Q	E	T	Average	Score
5	5	5	5	**0.150**

20 Completed Researches

LIST OF COMPLETED RESEARCH
JANUARY – JUNE 2023

No.	Proponent/s	Name of School	Position	Research Title
1	Ella S. Alkhadra	Calero Elementary School	Master Teacher 1	Parental Involvement and Its Perceived Impact on Children's Academic Performance During Pandemic Times: A Modular Distance Learning Approach
2	Zaira Lyn B. Fernando	City of Malolos Integrated Sc... - Catmon	...e III	Meta... Strateg... Lea... Ac... mic ...
3	Benjamin F. Mijares III, Mecca Joy C. Velasco and Lucila S. Ramirez	Bungahan Elementary Sch...	Te... II, Th...	Fac... Affe... g th... ca... erfo... ce of Lea... s in ... atics
4	Carol P. Tapic	Marcelo H. Del Pilar National High School	Master Teacher I	Effects of Digital Competencies and Digital Stressors on Teachers' Performance
5	Damaso I. Educalan	Bulihan Elementary School	School Prin... III	Strategies in Teachers' Styles a... Preferences in a Flexible ... ...ion
6	Dulce M. Camaya	District 10	Public Sch... District S...	...ice S... l Hea... S... ...ity of ... Ba... or Ihn... Assistance
7	Jerwin C. Victoria	Balite Elementary School	Teacher I	The Effect of Listo Malolenyo Booklet to the Level of Awareness of Balite Elementary School Grade 4 Learners about the Disaster Risk Reduction Issues
8	Jessa DJ. Roque	Pamarawan High School	Teacher III	Project PRIME: Prioritizing Reinforcement in Improving Mastery Experience through Game-based Learning in Teaching Factoring in Mathematics 8
9	Jessica DJ. Santiago	Marcelo H. Del Pilar National High School	Teacher III	Learning While at Home: Parents as Learning Facilitators and their Impact on Grade 8 Learners' Performance in MAPEH

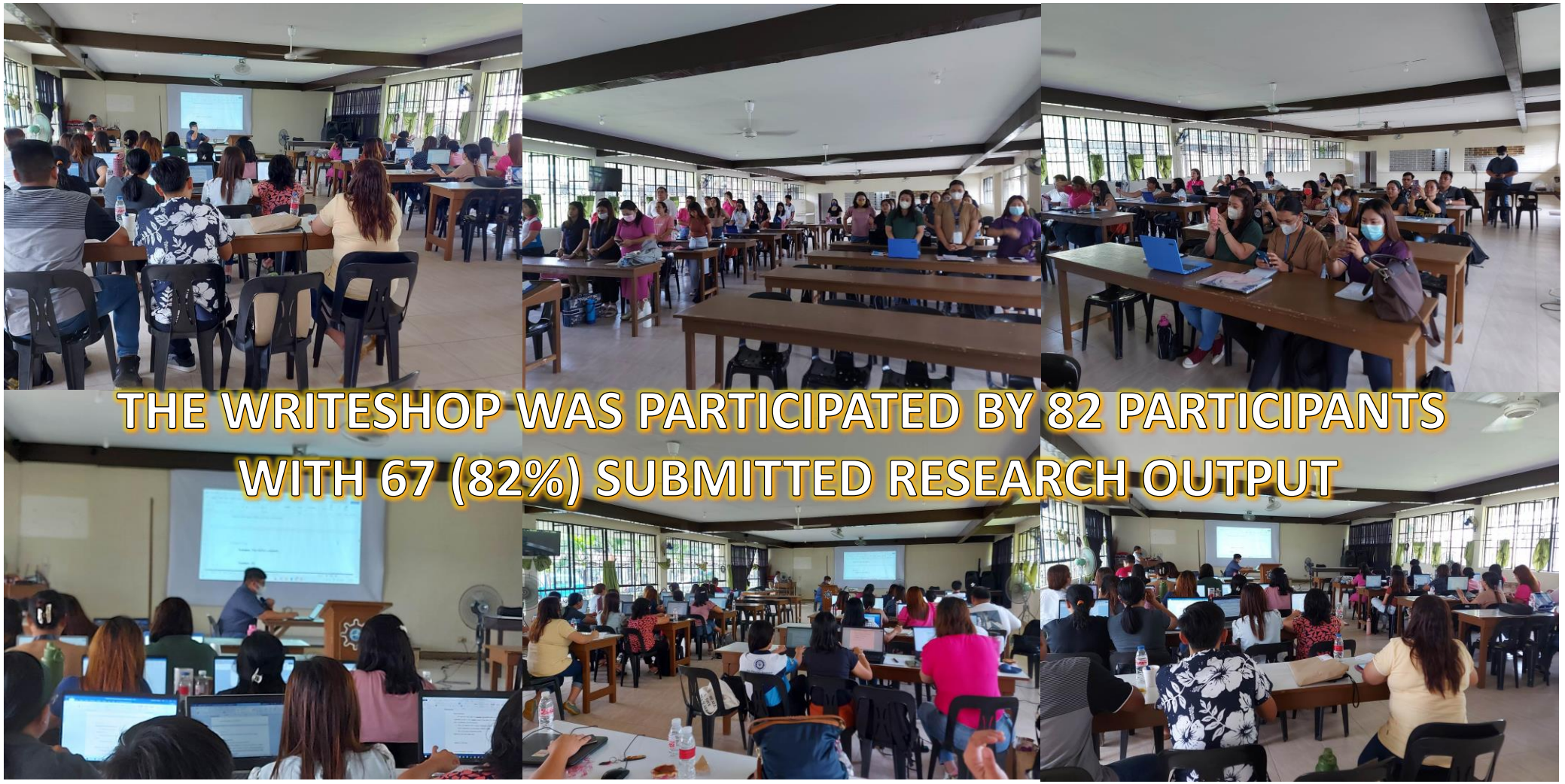
No.	Proponent/s	Name of School	Position	Research Title
10	Jocelyn M. Borlongan	General Isidoro Torres Memorial Elementary School	Master Teacher II	Influence of Math Anxiety on the Academic Performance of Grade 4 Learners from General Isidoro Torres Memorial Elementary School
11	Zambe...	City of Malolos Int... School	...er	Vig... ce in Adversity: An Assessment of Disaster ...dness of Bay Schools in the Schools Division of City of M...los
12	Ma. Abegail C. Catungan	Bulihan Elementary Scho...	Head Teacher I	Assessing the Stakeholders' Level of Awareness in Environmental Education in Coastal Schools: Basis for an Action Plan
13	Ma. Corazon D. Natividad	Caniogan Elementary School	Master Teacher I	Perceived Effectiveness' of Arabic Language and Islamic Values Education for Muslim Learners at Caniogan Elementary School
14	...	Marc... Pilar ... High ...	...	Optimizing the Academic Performance of Students in Special Program in Sports through Peer-Tutoring Techniques
15	Rafael ... Bonisio	Marcelo H. Del Pilar National High School	...er II	Enhancing Learners' Performance Using Video-Based Instructions and Customized Learning Materials in Grade 8 Physical Education Class
16	Risalita C. Nalla	Bungahan Elementary School	Head Teacher III	Readiness of the Public Elementary School Heads on the Principles of Sustainable Leadership: Basis for Capacity Training
17	Rosa Ellen M. Ramos	San Juan Elementary School	Head Teacher III	Teachers' Professional Development and Its Impact on their Teaching Performance during this time of Pandemic
18	Sheila Erica G. Tubera	Schools Division Office of City of Malolos	Administrative Officer II	Job Satisfaction among Non-Teaching Personnel: Input for a Support Plan
19	Virna Liza A. Matito	Ligas Elementary School	Teacher III	The Effect of Parenting Styles on the Mathematics Performance of Grade 6 Students
20	Wiljohn C. Santos	Pinagbakahan Elementary School	Master Teacher I	Engagement of Grade I Parents as Facilitator of Home-based Learning: Basis for Strengthening the School's Parent Mentoring Program in the New Normal

CULTURE OF RESEARCH AND INNOVATIONS

KRA 1

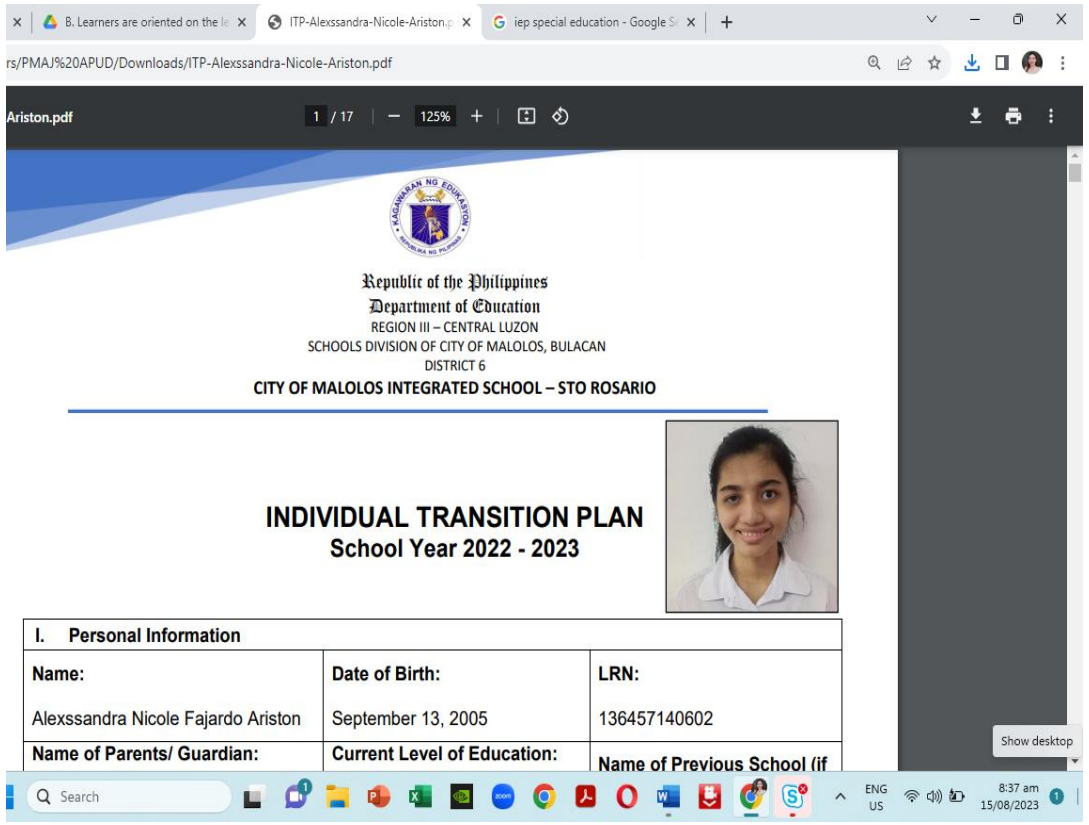
Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Conducted Series of Research Writeshop for Teaching and Non-Teaching Personnel (May 2023 – September 2023)



KRA 1

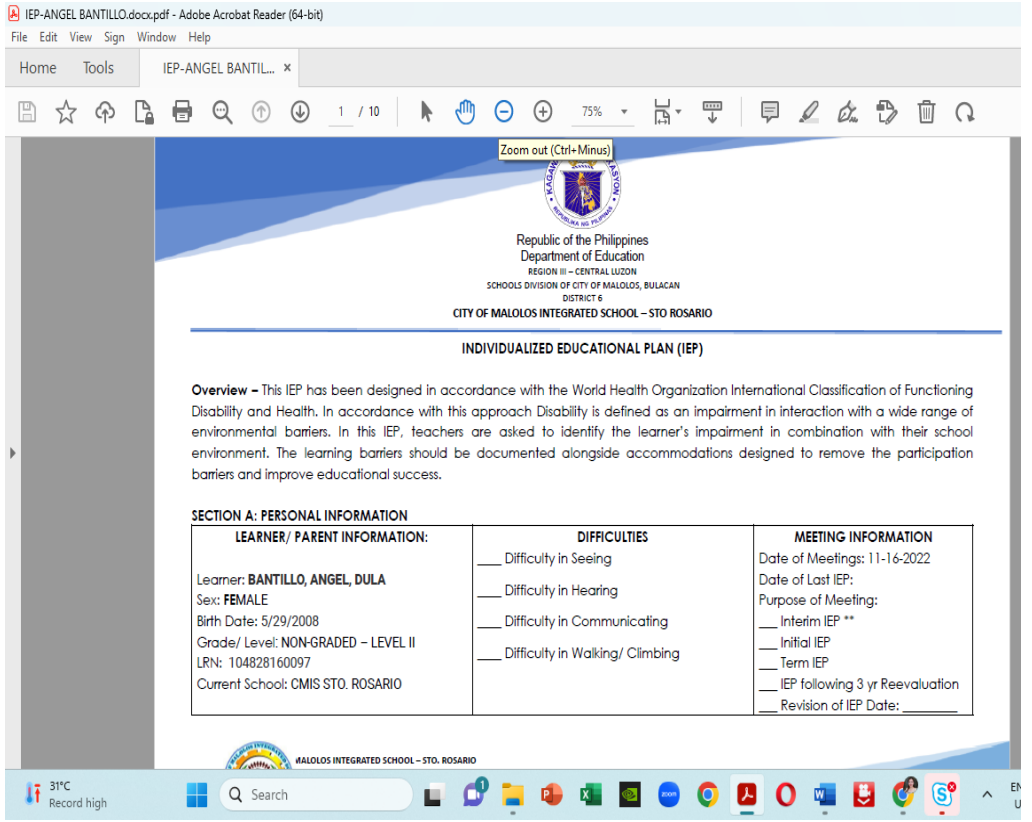
Development of Individualized Education Plan/Program (IEP) and Individualized Transition Plan (ITP) to all SPED Learners



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF CITY OF MALOLOS, BULACAN
DISTRICT 6
CITY OF MALOLOS INTEGRATED SCHOOL – STO ROSARIO

INDIVIDUAL TRANSITION PLAN
School Year 2022 - 2023

I. Personal Information		
Name:	**Date of Birth:**	**LRN:**
Alexssandra Nicole Fajardo Ariston	September 13, 2005	136457140602
Name of Parents/ Guardian:	**Current Level of Education:**	**Name of Previous School (if**



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF CITY OF MALOLOS, BULACAN
DISTRICT 6
CITY OF MALOLOS INTEGRATED SCHOOL – STO ROSARIO

INDIVIDUALIZED EDUCATIONAL PLAN (IEP)

Overview – This IEP has been designed in accordance with the World Health Organization International Classification of Functioning Disability and Health. In accordance with this approach Disability is defined as an impairment in interaction with a wide range of environmental barriers. In this IEP, teachers are asked to identify the learner's impairment in combination with their school environment. The learning barriers should be documented alongside accommodations designed to remove the participation barriers and improve educational success.

SECTION A: PERSONAL INFORMATION

LEARNER/ PARENT INFORMATION:	DIFFICULTIES	MEETING INFORMATION
Learner: **BANTILLO, ANGEL, DULA** Sex: **FEMALE** Birth Date: 5/29/2008 Grade/ Level: NON-GRADED – LEVEL II LRN: 104828160097 Current School: CMIS STO. ROSARIO	___ Difficulty in Seeing ___ Difficulty in Hearing ___ Difficulty in Communicating ___ Difficulty in Walking/ Climbing	Date of Meetings: 11-16-2022 Date of Last IEP: Purpose of Meeting: ___ Interim IEP ** ___ Initial IEP ___ Term IEP ___ IEP following 3 yr Reevaluation ___ Revision of IEP Date: _____

KRA 1

Implemented Curriculum Implementation Competency Review for Arabic Language and Islamic Values Education



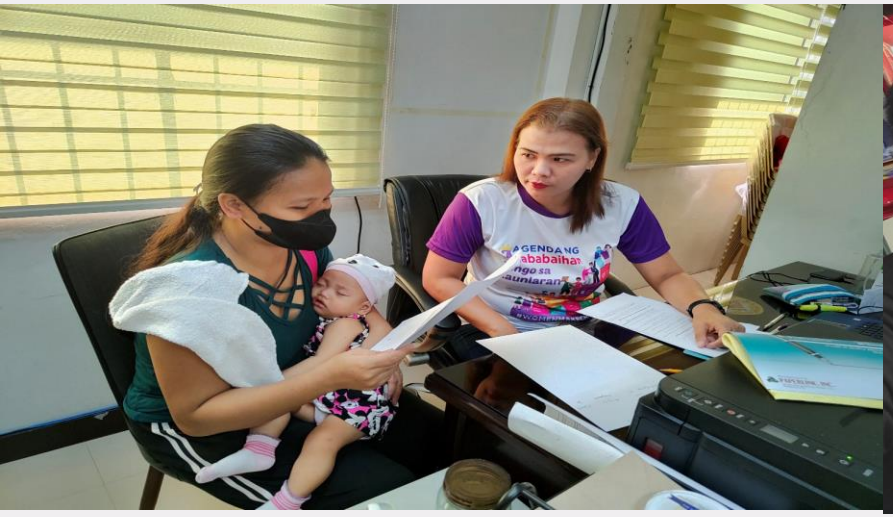
KRA 1





Conduct of Presentation Portfolio Assessment for ALS Accreditation and Equivalency for Elementary and Junior High School Learners for SY 2022-2023

KRA 1





Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Conducted DCP Monitoring to 51 (89%) Schools.





2023 City Athletic Meet and CLRAA Meet
Winning Percentage for CLRAA (16.18%)







KRA 1

Progress Monitoring of Repairs
As of March 2023 Canalate ES is 100% completed
As of June 2023 PCCAMNHS is 100% completed







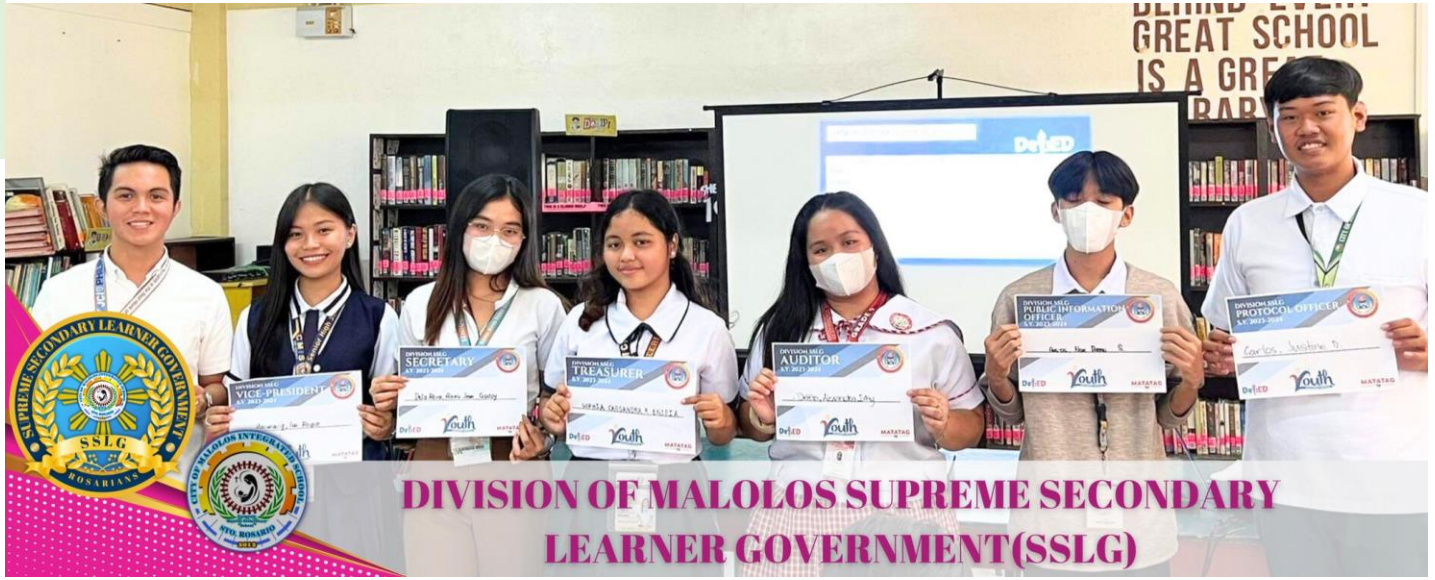


KRA 1

Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Division Federated SSLG Election
(June 30, 2023)





SDO Malolos, PNP Malolos City, and Federated PTA Coordination Meeting Re: School-Based Spot Inspection (March 17, 2023)





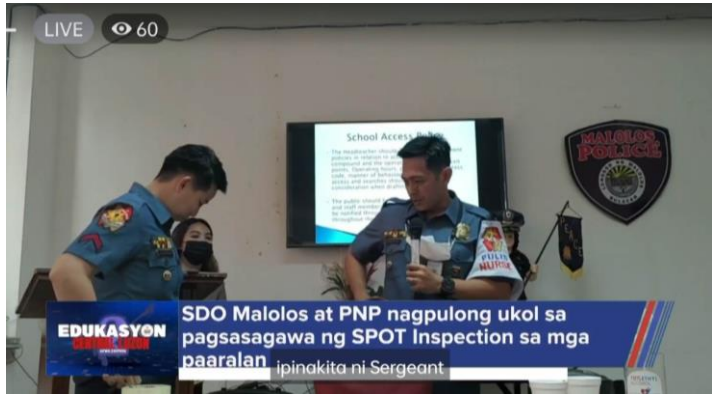
KRA 1

Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Coordination Meeting between DepEd SDO City of Malolos and Philippine National Police -Malolos City
Re: Reports of School Violence
(February 20, 2023)









KRA 1

Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Standard First Aid Training, May 25-27, 2023





School Health and Nutrition Activities, January – June 2023







KRA 1

Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Participated in Fire Olympics
(March 1,6 & 24, 2023)
100% participation









MHPSS Seminar to 3 Districts during Inset Break of Teachers (February 2023)



Participated in the Fire Prevention Month Art and Essay Contests
(March 1,6 & 24, 2023)







KRA 1

Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

BETTER SERVICE TO SCHOOLS

Conducted Nationwide Simultaneous Earthquake Drill (NSED) (March 9, 2023)
100% participation





Conduct of Announced and Unannounced Earthquake Drills (March 7-9, 2023)
100% participation





KRA 1

Objective 2 - Led in the implementation of policies, research agenda, programs, projects and activities anchored on evidence-based planning

Objective 3
(2%)

Led in the sustainability of quality management processes in the SDO



KRA 1

Q	E	T	Average	Score
5	5	5	5	**0.100**

Implemented 5S

JANUARY

CASHIER SECTION



FEBRUARY

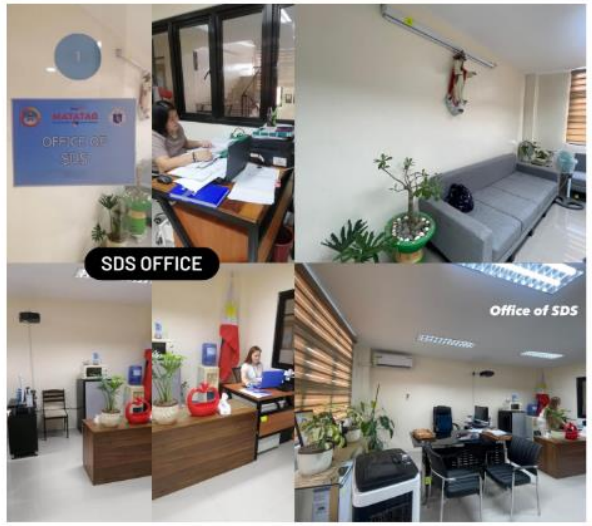


MARCH

SDS Office



APRIL



MOST IMPROVED OFFICE

CASHIER	4.35%
BUDGET	4.30%
CID	4.26%
ADMIN SERVICES	3.26%
ASDS	3.19%
SUPPLY	3.13%
SDS	1.05%
ICT/LEGAL	0%
SGOD	0%
RECORDS	-2.02%
ACCOUNTING	-2.06%

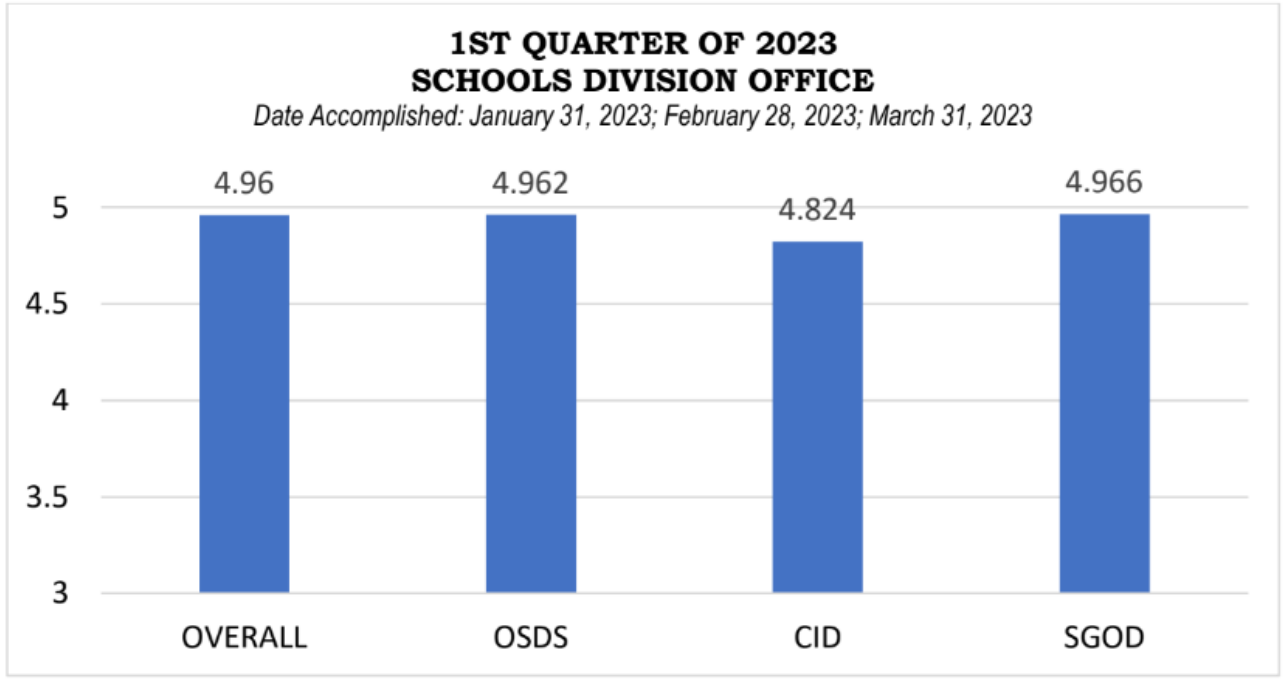
5S BEST IMPLEMENTOR FOR THE MONTH

SUPPLY	99
CID	98
RECORDS	97
BUDGET	97
ASDS	97
SDS	96
CASHIER	96
ACCOUNTING	95
ADMIN SERVICES	95
ICT/LEGAL	94
SGOD	93

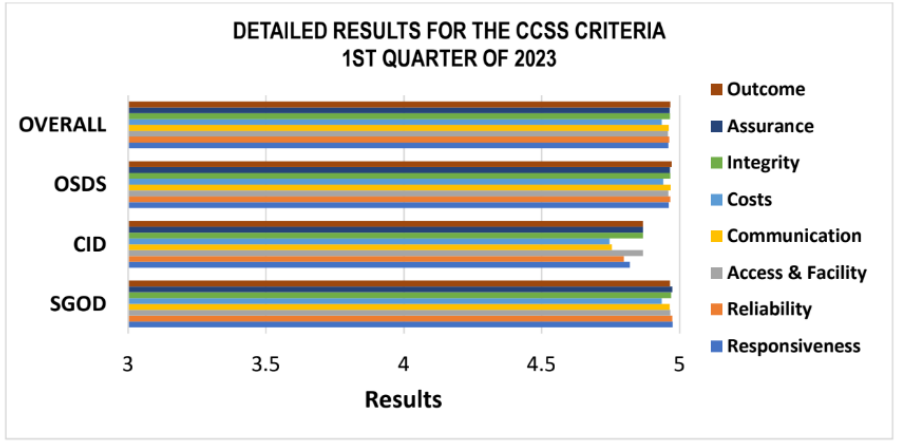
KRA 1

Analysis of the Implementation of the DepEd Citizen's Charter through the results of the Satisfaction Survey

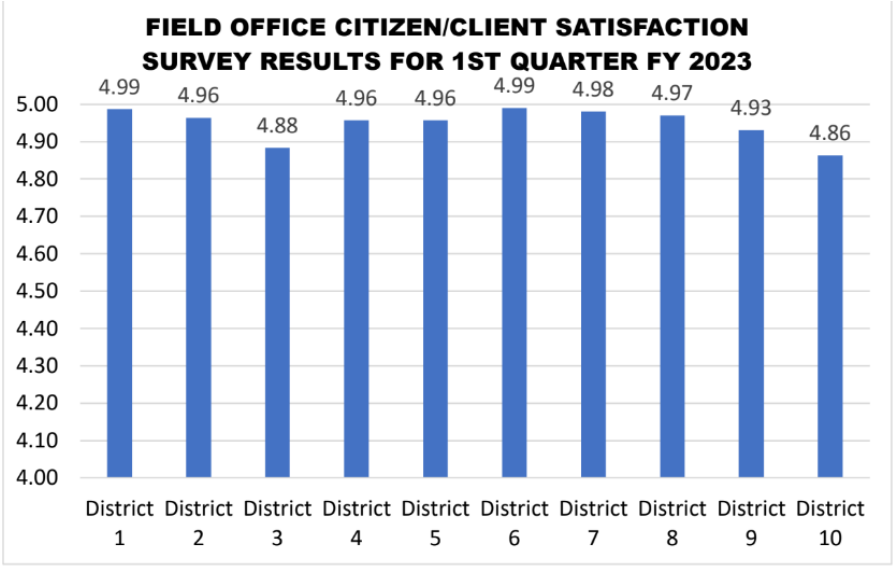
CITIZEN/CLIENT SATISFACTION SURVEY (CCSS) RESULTS



The CCSS results were computed using the weighted mean. For the first quarter o 2023, the SDO Malolos received a total of 1,812 responses with an average rating o 4.966. Among the divisions, SGOD got the highest result of 4.966 followed by OSDS and CID with a result of 4.962 and 4.824 respectively.



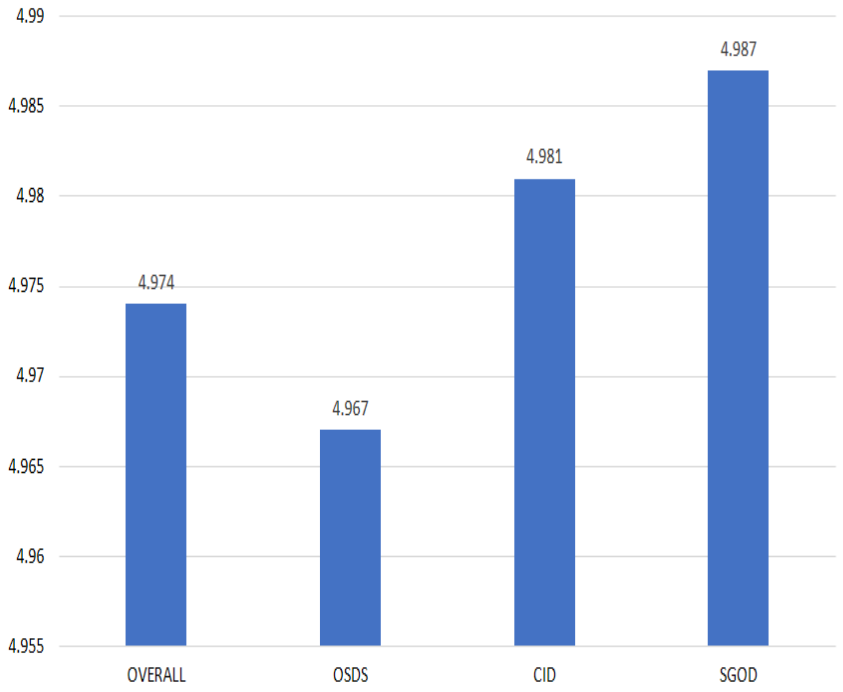
Comparing the results within the criteria of the survey, Outcome have the highest rating result of 4.967.



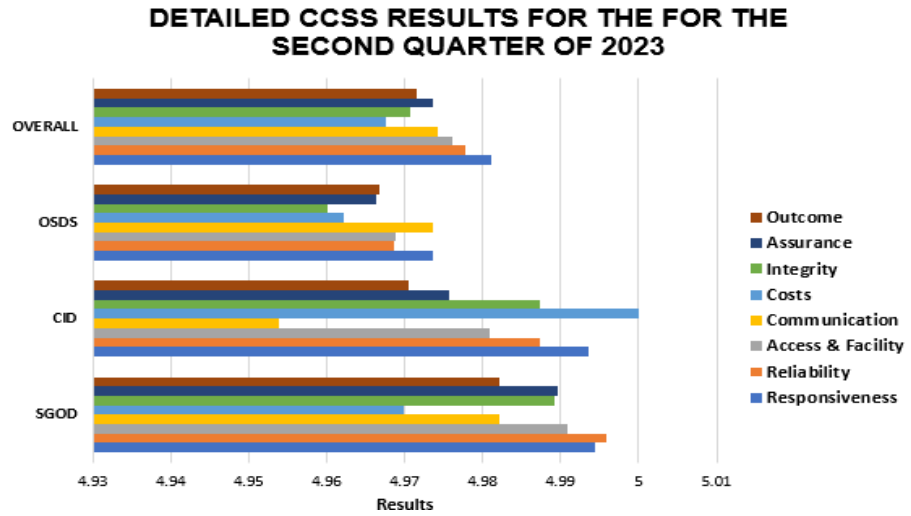
The CCSS results for Schools per District for 1st Quarter FY 2023 is recorded as follows: District 1 & 6 ranked 1st with 4.99 respectively; District 7 ranked 2nd with 4.98; District 8 ranked 3rd with 4.97; Districts 2, 4, & 5 with 4.96 respectively; District 9 with 4.93; District 3 with 4.88; and District 10 with 4.86.

KRA 1

Analysis of the Implementation of the DepEd Citizen's Charter through the results of the Satisfaction Survey



The CCSS results were computed using the weighted mean. For the second quarter of 2023, the SDO Malolos had a total visitors of 3,819 and received a total of 2,012 responses with an average of 4.974. Among the divisions, SGOD got the highest result of 4.987 followed by CID and OSDS with a result of 4981 and 4.68 respectively.



CUSTOMERS ARE HAPPY AND SATISFIED

KRA 1

Conducted the SDO Fiscal Year 2023, 1st and 2nd Quarter Program Implementation Review
(April and July 2023)



KRA 1

Objective 3 - Led in the sustainability of quality management processes in the SDO

Implemented Project **TANAW** (Towards Adopting New Approaches in the Workplace)
(February 2023, March 2023, May 2023, June 2023)

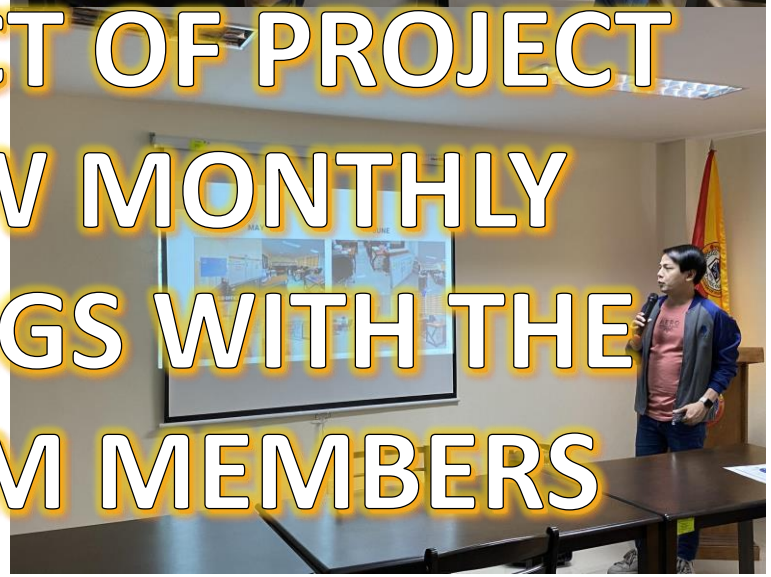












CONDUCT OF PROJECT TANAW MONTHLY MEETINGS WITH THE EXECOM MEMBERS

KRA 1

Objective 3 - Led in the sustainability of quality management processes in the SDO

Conducted Benchmarking Activities on School and Office Processes Payroll System/Records Mgt. System/DTR, ID System
(May 17, and May 31, 2023)



KRA 1

Objective 3 - Led in the sustainability of quality management processes in the SDO

Quality Management System Structure and DepEd Quality Management System Manual

Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF CITY OF MALOLOS

QMS STRUCTURE

TOP MANAGEMENT
Leilani Samson Cunanan, CESO V
Schools Division Superintendent

Rowena T. Quiambao, CESO VI
Assistant Schools Division Superintendent

QUALITY MANAGEMENT REPRESENTATIVE (QMR)
Fatima M. Punongbayan
Chief Education Supervisor – CID

QMS SECRETARIAT
Amalia R. Trajano, PhD - EPS
Armando V. Illescas – ES I
William C. Dionisio – AO V

INTERNAL QUALITY AUDIT TEAM
Team Leader: Cynthia C. Briones, PhD – SGOD Chief ES
Members:
Team 1: Rodrigo F. Reyes – EPS -
Benjamin L. Raymundo - EPS
Teresa Manalo – Principal III
Aurora H. De Leon – PO III
Aprille Claire M. Enriquez – Nurse II
Anna Leily C. De Guzman – PDO II

Team 2: Cristina S. Castillo - PSDS
Remar T. Dela Cruz – Principal II
Melanie Evangelista - MT
Gerald Angelo Avendaño – Dentist II
Gladys Glo Bondoc - MT
William C. Dionisio – AO V

Address: Kuyon Kuyon, Barangay Bayan, City of Malolos, Bulacan
Contact Number: (044) 795-0684
Email Address: malolos.city@deped.gov.ph

DepED MATATAG

Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF CITY OF MALOLOS

Team 3: Salvador B. Lozano - EPS
Ryan William Guevarra – AO II
Murita Adriano – Principal IV
Francis Salonga – STI Administrator
Antonio Isidro - SEPS
Mylene V. Ramos – EPS II

KNOWLEDGE MANAGEMENT TEAM
Team Leader: Teresa R. Manlapaz, PhD
Members: Gizelle Sacha G. Dela Cruz – ITO I
Christelle Leigh S. Ubalde – AO IV
Leonila H. Antonio - SEPS
Mary Grace June D. San Pedro – PDO II

RISK MANAGEMENT TEAM
Team Leader: Anna Dominique L. Guison – Attorney III
Members: Fatima M. Punongbayan – CID Chief ES
Cynthia C. Briones, PhD – SGOD Chief ES
William C. Dionisio – AO V
Herald Marson B Tolentino – Accountant III
Jerrelyn L. Santiago – AO V
Aurora H. De Leon – PO III
Mary Grace June D. San Pedro – PDO II

QUALITY WORKPLACE TEAM
Team Leader: Jerrelyn L. Santiago – AO V
Member: Jocelyn Dr. Canlas – EPS
Lourdes t. Villano, PhD - PSDS
Angelina A. Alcaraz – Engineer III
Ma. Cristina C. Panganiban – AO II

TRAINING AND ADVOCACY TEAM
Team Leader: Edna C. Diaz, PhD – EPS
Member: Bernadette B. Robles - SPES
Mary Arlene Dr. Bonggolo – PDO I
Mary Grace June D. San Pedro – PDO II

Address: Kuyon Kuyon, Barangay Bayan, City of Malolos, Bulacan
Contact Number: (044) 795-0684
Email Address: malolos.city@deped.gov.ph

DepED MATATAG

15 MAR 2022

DepEd MEMORANDUM
No. 014 , s. 2022

THE DEPED QUALITY MANAGEMENT SYSTEM MANUAL AND PROCEDURES AND WORK INSTRUCTIONS MANUAL

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues **The DepEd Quality Management System (QMS) Manual and Procedures and Work Instructions Manual (PAWIM)**, which shall also be known as the DepEd-wide QMS Manuals and shall serve as reference document for the DepEd NQMS implementation. This is pursuant to DepEd Order (DO) No. 009, s. 2021 titled, Institutionalization of a Quality Management System in the Department of Education

2. The issuance of these DepEd-wide QMS Manuals aim to standardize and harmonize the implementation of QMS in the Department, ensuring a One DepEd, One QMS that is relevant and applicable at all governance levels. These shall be utilized by field offices and public schools pursuing their ISO preparation and/or undergoing ISO migration.

3. The description and outline of the DepEd-wide QMS Manuals are as follows:

NQMS Manuals	Description	Outline
DepEd QMS Manual	A document that describes the quality management system of the Department of Education. Its purpose is to clearly communicate information, serve as a framework for meeting quality system requirements, and convey management commitment to quality system.	1. Introduction 2. Agency Profile 3. Organizational Structure 4. Scope & Coverage 5. Quality Policy 6. DepEd Process Map 7. Management Processes 8. Core Processes 9. Support Processes 10. List of Interested Parties' Needs and Expectations 11. Control of External Providers

KRA 1

Objective 3 - Led in the sustainability of quality management processes in the SDO

Objective 4
(5%)

Led in the provision of TA to public and private schools in ensuring 100% compliance and participation in Face-to-Face and blended learning modality classes



KRA 1

Q	E	T	Average	Score
5	5	5	5	**0.250**

Implementation of **Project STAR** (**S**trategic **T**racking of schools' compliance to standards, **A**dherence to DepEd Policies and **R**ecognition of schools with good standing)



PRIVATE SCHOOLS VISITED AND PROVIDED TA

1. SunBeam Kiddie Center
2. Holy Spirit Academy
3. Montessori School of Malolos
4. Bulacan Ecumenical School
5. Malolos Ecumenical Kindergarten
6. Centro Escolar Integrated School
7. St. Amatiel
8. Jesus the King Glory Door of Faith
9. International Montessori School
10. Adventist Elementary School

KRA 1

REPORT ON COMPLIANT and PARTICIPATING SCHOOLS FOR SCHOOL YEAR 2022 – 2023

SCHOOL TYPE	PUBLIC SCHOOLS			PRIVATE SCHOOLS			SUCs/LUCs		
	LEARNING DELIVERY TO BE IMPLEMENTED			LEARNING DELIVERY TO BE IMPLEMENTED			LEARNING DELIVERY TO BE IMPLEMENTED		
	5 days In-Person Classes	Blended Learning Modality	Full Distance Learning	5 days In-Person Classes	Blended Learning Modality	Full Distance Learning	5 days In-Person Classes	Blended Learning Modality	Full Distance Learning
Purely Elementary (K-6 only)	41	0	0	6	17	0	0	0	0
Purely JHS (7-10 only)	4	0	0	0	1	0	1	0	0
Purely SHS (11-12 only)	1	0	0	0	6	0	0	1	0
Secondary (7-12 only)	5	0	0	0	0	0	0	0	0
Integrated (K-10)	4	0	0	2	3	0	0	0	0
Integrated (K-12)	2	0	0	0	12	0	0	0	0
TOTAL	**57 Participating Public Schools**			**47 Participating Private Schools**			**2 Participating SUC / LUC Schools**		
PERCENTAGE	**100%**			**100%**			**100%**		

KRA 1

Objective 5
(5%)

Led in the monitoring of over-all well-being of learners in schools (health, well-being and safety)



KRA 1

Q	E	T	Average	Score
5	5	5	5	**0.250**

DISASTER RISK REDUCTION AND MANAGEMENT

DRRM 2023

The Disaster Risk Reduction and Management section focused on the following Programs, Projects and Activities for the first semester of 2023: Fire Prevention and Awareness, National Simultaneous Earthquake Drills, Mandatory Unannounced Earthquake Drills and Standard First Aid Training School Personnel.

Results and Findings

100 percent of the 57 Schools participated in the Kick Off Motorcade of the Fire Prevention Month held last March 1, 2023. School Heads joined the activity in accordance to the OASGFO No. 2022-058 (Request for Participation of Learner and Teachers in Extra-Curricular Activities) and Regional Memorandum 616 s 2022 (Dissemination of OASGFO No. 2022-058).

Relative to the said memoranda, the Fire Art and Essay Contests were conducted remotely and only the awarding ceremony was held in a Face to Face Ceremony. The Fire Olympics on the other hand was participated in by DepEd Non-Teaching Personnel.

The Nationwide Simultaneous Earthquake Drills for the 1st Semester were conducted in March 9 and June 8, 2023 respectively for the 1st and 2nd qtr. All 57 schools were monitored and all participated in its conduct.

Muscle memory on earthquake response was intensified with the issuance of DO 53 s 2022 mandating the conduct of unannounced earthquake and fire drills. All 57 schools were also monitored for the 1st semester.

SINOP Project resulted to almost 6000 kilograms of plastic wastes being collected from schools.



KRA 1

5. Led in the monitoring of overall well being of learners in schools (health, well-being and safety

DISASTER RISK REDUCTION AND MANAGEMENT





KRA 1

5. Led in the monitoring of overall well being of learners in schools (health, well-being and safety

SCHOOL-BASED FEEDING PROGRAM

LIST OF SCHOOLS IMPLEMENTING THE SCHOOL BASED FEEDING PROGRAM

Name of School	EBS ID No.	Total Number of recipients
BMIS	501231	444
SUMAPA ES	104881	72
STA. ISABEL ES	104878	194
COFRADIA ES	240003	70
LIGAS ES	104870	292
TIKAY ES	104882	186
DAKILA ES	104869	147
SANTOR ES	104877	155
CMIS-CATMON	500405	105
BULIHAN ES	104865	209
CAINGIN ES	104867	95
LONGOS ES	104871	208
SAN AGUSTIN ES	240005	94
LONGOS II ES	240007	67
STMA. TRINIDAD ES	104879	298
LOOK 1ST ES	104873	175
PINAGBAKAHAN ES	240002	117
LUGAM ANNEX ES	104874	127
CMIS-STO. ROSARIO	500636	465
SAN JUAN ES	104898	52
CALILIGAWAN ES	104888	45
CMIS-ATLAG	500404	216
BANGKAL ES	240001	440
PANASAHAN ES	104897	228
BAGNA ES	104886	90
GITMES	104891	202
CANIOGAN ES	104890	167
MABOLO ES	104875	104
		5064



KRA 1

5. Led in the monitoring of overall well being of learners in schools (health, well-being and safety

WASH IN SCHOOLS (WINS)

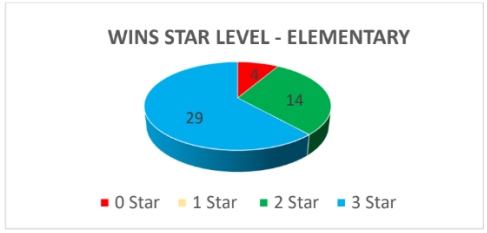
UPLOAD STATUS
Elementary: 100% (47 Schools)
Secondary: 100% (16 Schools)

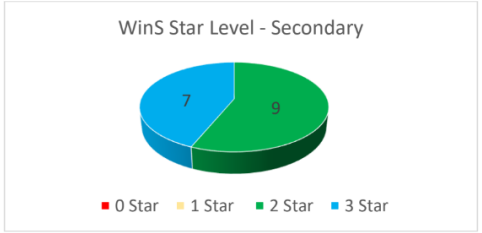
WINS - 3 STAR SCHOOLS FOR 3 CONSECUTIVE YEARS

List of Schools			
3 Star Schools for 3 Consecutive Years			
ELEMENTARY & SECONDARY			
	School	**School Head**	**WinS Coordinator**
1	Longos ES	Richie Castro	Regina Carmelie Santos
2	Anilao ES	Risalita Nalla	Alethea Serrano
3	Sta. Isabel ES	Mary Ann Andes	Melisa Salvatierra
4	MCHS Santisima Trinidad	Anna U. Ramos	Nova Buenaventura

STAR RATING OF SCHOOLS				
ELEMENTARY	**0-Star**	**1-Star**	**2-Star**	**3-Star**
Schools	4	0	14	29
Percentage	8%	0%	30%	62%

STAR RATING OF SCHOOLS				
SECONDARY	**0-Star**	**1-Star**	**2-Star**	**3-Star**
Schools	0	0	9	7
Percentage	0%	0%	56%	44%





0 STAR		
Mojon ES	San Agustin ES	Sumapa Bata ES
Calero ES		

2 STAR		
BMIS Elementary & Secondary	Bliss ES	Bungahan ES
Caingin ES	CMIS Catmon Elementary	Cofradia ES
Look 1st ES	Lugam Annex ES	Stma Trinidad ES
Sumapa ES	Canalate ES	CMIS Atlag Elementary & Secondary
CMIS Sto Rosario Elementary & Secondary	Namayan ES	Bulihan NHS
CMHS Canalate	Pamarawan HS	CTCNHS
MCHS Bungahan	PCCAMNHS	

3 STAR		
Balite ES	Barihan ES	Bulihan ES
Dakila ES	Ligas ES	Longos ES
Longos II ES	Mabolo ES	San Pablo ES
Santor ES	Sta Isabel ES	Tikay ES
Anilao ES	Bagna ES	Balayong ES
Bangkal ES	Pamarawan ES	Caliligawan ES
Mambog ES	Masile ES	San Juan ES
Sto Cristo ES	Taal ES	GITMES
Panasahan ES	Caniogan ES	Pinagbakahan ES
Look 2nd IS Elementary & Secondary	CMIS Babatnin Elementary & Secondary	CMIS – Catmon Secondary
CMSHS	MMFSL	MCHS Santisima Trinidad
MHPNHS		

KRA 1

5. Led in the monitoring of overall well being of learners in schools (health, well-being and safety

MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT SERVICES
(February 9-10, 2023/ March 3, 2023)

I. Title: SDO Mental Health and Psychosocial Support Services

II. Objective:
a. Advocate MHPSS in schools
b. Capacitate all personnel to identify red flags, conduct Psychological First Aid and refer clients to proper offices

III. **Date and Venue:**

February 9, 2023	CMIS-Sto. Rosario
February 10, 2023	Caniogan ES
March 3, 2023	GITMES

IV. Participants:
150 Teaching and Non-teaching Personnel in 3 School Districts

V. Highlights of the Activity
To advocate Mental Health and Psychosocial Support Services (MHPSS) of the Schools Division Office, and to capacitate all personnel to identify red flags, conduct Psychological First Aid and refer clients to proper offices, the Disaster Risk Reduction and Management section, served as Resource Person in Districts 6, 9 and 10 last February 9, 10 and March 3, during the In-Service Training for Teachers and District School Learning Action Cell.

The following topics were discussed:
Modules 1-3
*Validating and Normalizing Feelings
*Calming Down and Controlling One's Emotions
*Identifying and Addressing Needs
Modules 4-6
*Sources of Strength
*Managing Physical Reactions
*Managing Thoughts and Emotions
Modules 7-9
*Seeking Solutions and Social Support
*Focusing on Positive Activities
*Moving Forward

The participants became confident to provide learners with psycho-social support for resilience and were trained to detect signs of stress, manage stress and reframe thoughts as coping skills.



KRA 1

5. Led in the monitoring of overall well being of learners in schools (health, well-being and safety

Objective 6
(5%)

Overseen the Operationalization of the Management Information Systems (MIS)



KRA 1

Q	E	T	Average	Score
5	5	5	5	**0.250**

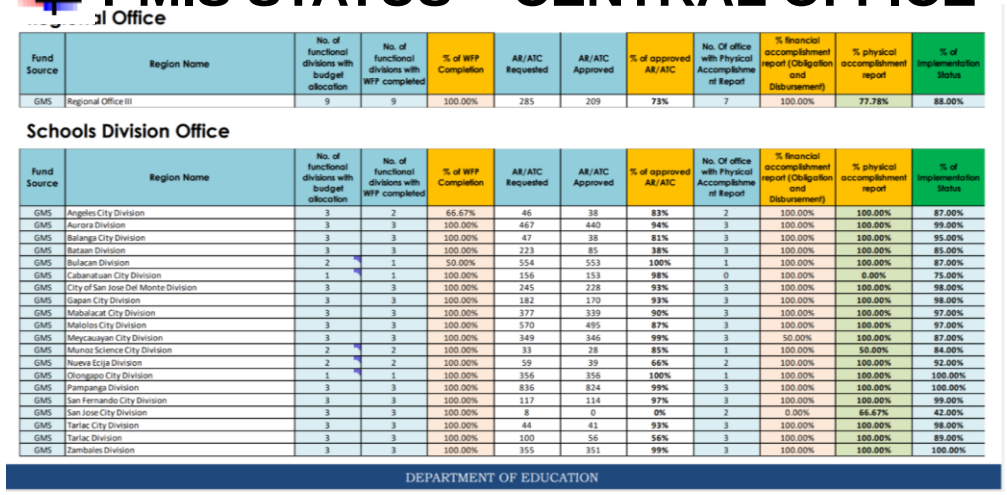
PROGRAM MANAGEMENT INFORMATION SYSTEM

ACTIVITY REQUESTS / AUTHORITY TO CONDUCT

FD	ACTIVITY REQUESTS	AUTHORITY TO CONDUCT
OSDS	213	0
CID	195	0
SGOD	52	2
TOTALS	***460***	***2***

Source: PMIS

PMIS STATUS – CENTRAL OFFICE



Regional Office

Fund Source	Region Name	No. of functional divisions with budget allocation	No. of functional divisions with WFP completed	% of WFP Completion	AR/ATC Requested	AR/ATC Approved	% of approved AR/ATC	No. Of office with Physical Accomplishment Report	% financial accomplishment report (Obligation and Disbursement)	% physical accomplishment report	% of Implementation Status
GMS	Regional Office III	9	9	100.00%	285	209	73%	7	100.00%	77.78%	88.00%

Schools Division Office

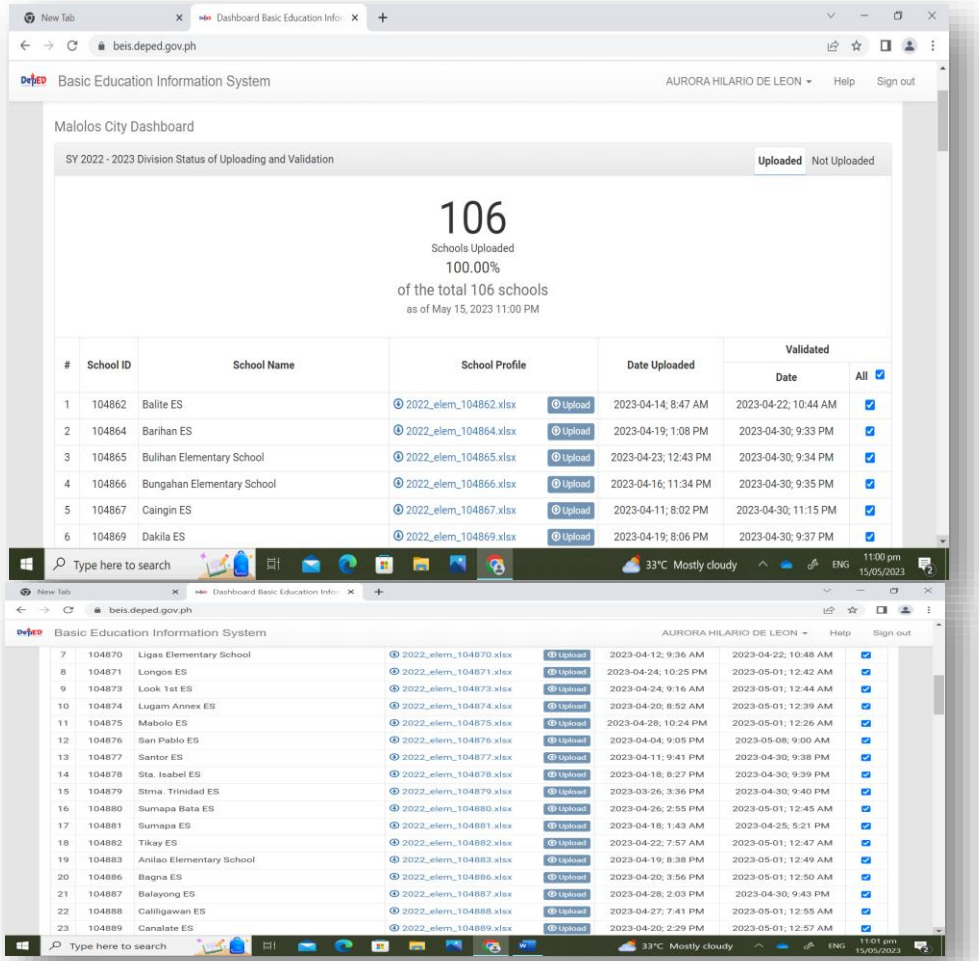
Fund Source	Region Name	No. of functional divisions with budget allocation	No. of functional divisions with WFP completed	% of WFP Completion	AR/ATC Requested	AR/ATC Approved	% of approved AR/ATC	No. Of office with Physical Accomplishment Report	% financial accomplishment report (Obligation and Disbursement)	% physical accomplishment report	% of Implementation Status
GMS	Angeles City Division	3	2	66.67%	46	38	83%	2	100.00%	100.00%	87.00%
GMS	Aurora Division	3	3	100.00%	467	440	94%	3	100.00%	100.00%	99.00%
GMS	Balanga City Division	3	3	100.00%	47	38	81%	3	100.00%	100.00%	95.00%
GMS	Bataan Division	3	3	100.00%	223	85	38%	3	100.00%	100.00%	85.00%
GMS	Bulacan Division	2	1	50.00%	554	553	100%	1	100.00%	100.00%	87.00%
GMS	Cabanatuan City Division	1	1	100.00%	156	153	98%	0	100.00%	0.00%	75.00%
GMS	City of San Jose Del Monte Division	3	3	100.00%	245	228	93%	3	100.00%	100.00%	98.00%
GMS	Gapan City Division	3	3	100.00%	182	170	93%	3	100.00%	100.00%	98.00%
GMS	Mabalacat City Division	3	3	100.00%	377	339	90%	3	100.00%	100.00%	97.00%
GMS	Malolos City Division	3	3	100.00%	570	495	87%	3	100.00%	100.00%	97.00%
GMS	Meycauayan City Division	3	3	100.00%	349	346	99%	3	50.00%	100.00%	87.00%
GMS	Munoz Science City Division	2	2	100.00%	33	28	85%	1	100.00%	50.00%	84.00%
GMS	Nueva Ecija Division	2	2	100.00%	59	39	66%	2	100.00%	100.00%	92.00%
GMS	Olongapo City Division	1	1	100.00%	356	356	100%	1	100.00%	100.00%	100.00%
GMS	Pampanga Division	3	3	100.00%	836	824	99%	3	100.00%	100.00%	100.00%
GMS	San Fernando City Division	3	3	100.00%	117	114	97%	3	100.00%	100.00%	99.00%
GMS	San Jose City Division	3	3	100.00%	8	0	0%	2	0.00%	66.67%	42.00%
GMS	Tarlac City Division	3	3	100.00%	44	41	93%	3	100.00%	100.00%	98.00%
GMS	Tarlac Division	3	3	100.00%	100	56	56%	3	100.00%	100.00%	89.00%
GMS	Zambales Division	3	3	100.00%	355	351	99%	3	100.00%	100.00%	100.00%

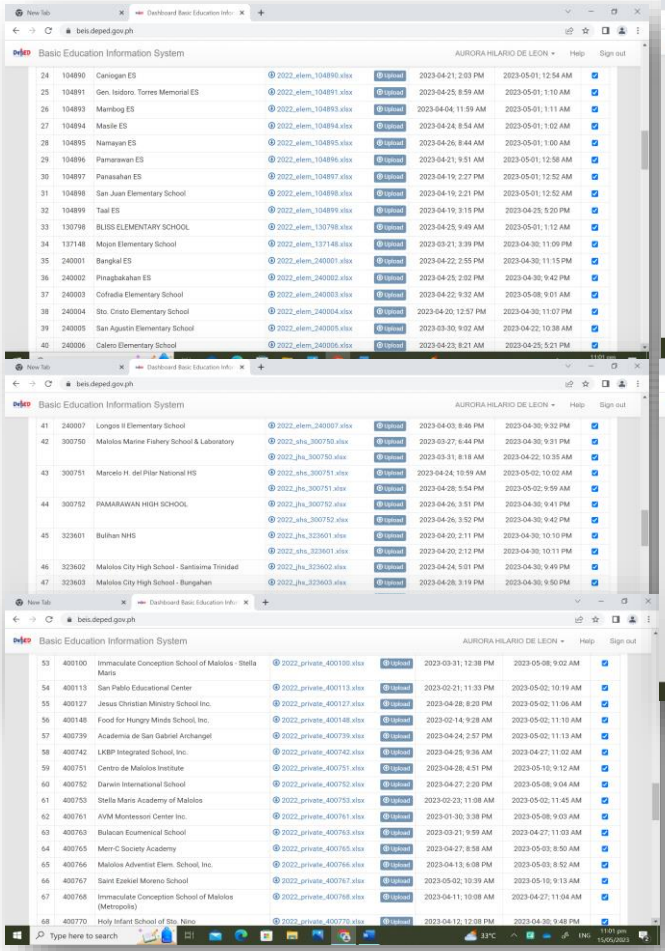
DEPARTMENT OF EDUCATION

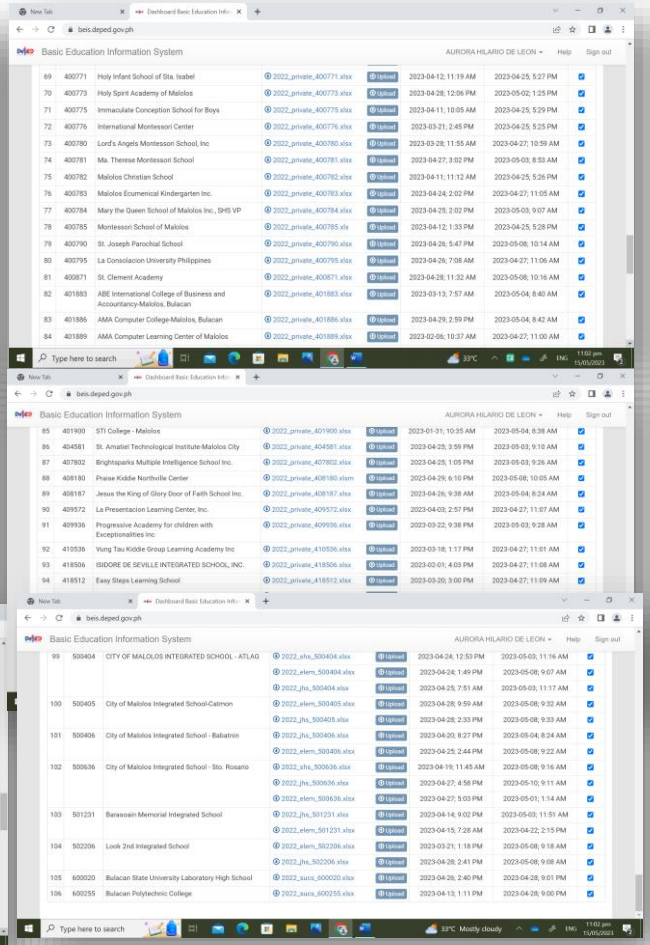
EXPENDITURE MATRICES / WFP

FD	WFP VERIFIED
OSDS	3
CID	4
SGOD	8
TOTALS	***15***

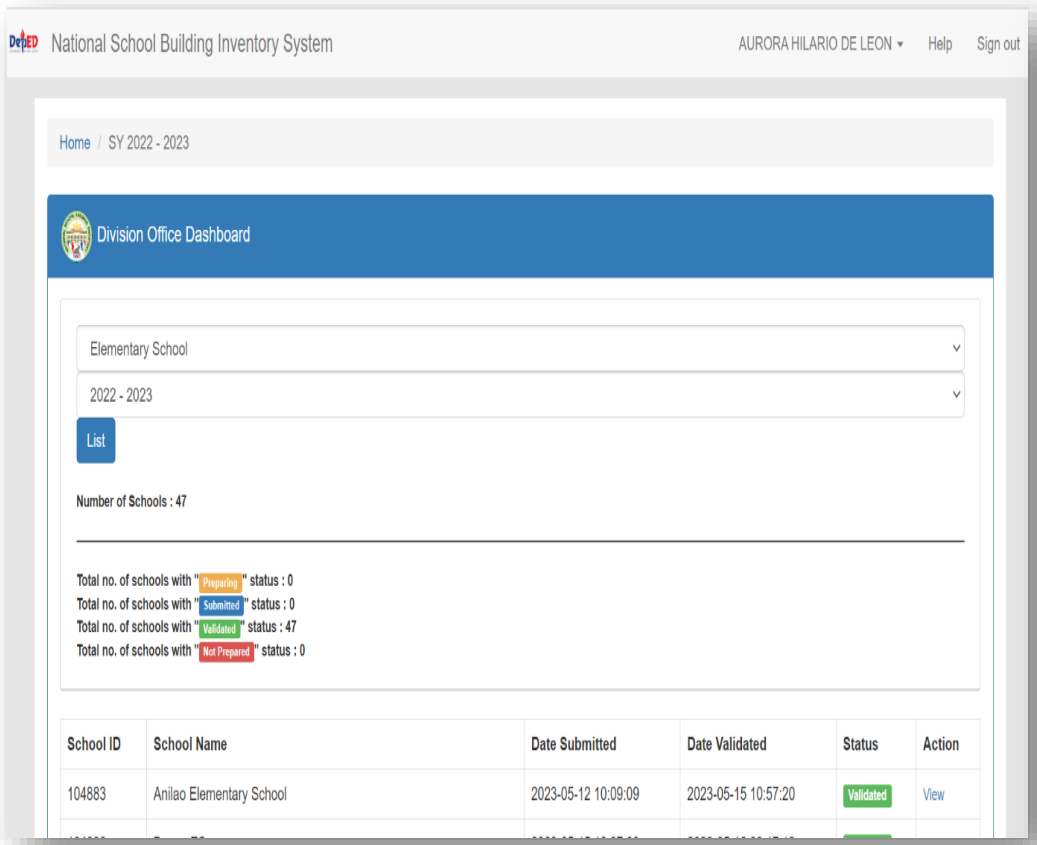
SCHOOL PROFILE UPDATING – BEIS SY 2022-2023
100% VALIDATED

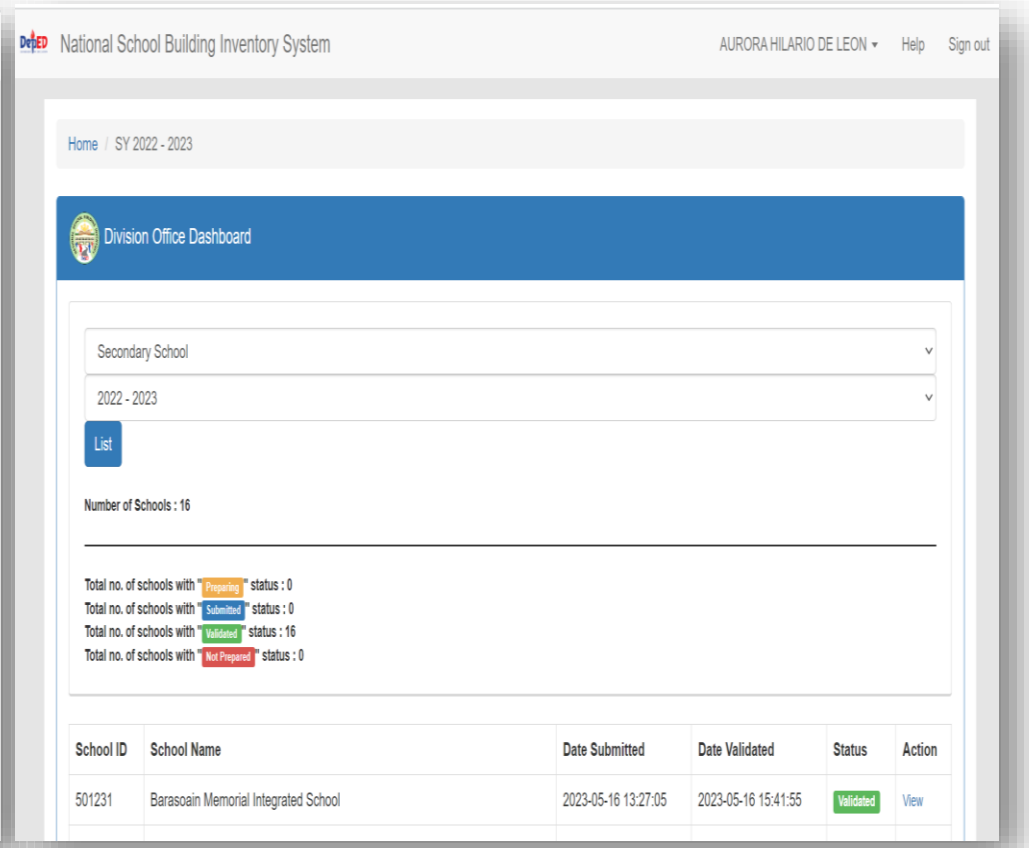






NATIONAL SCHOOL BUILDING INVENTORY SYSTEM SY 2022-2023
(100% VALIDATED)





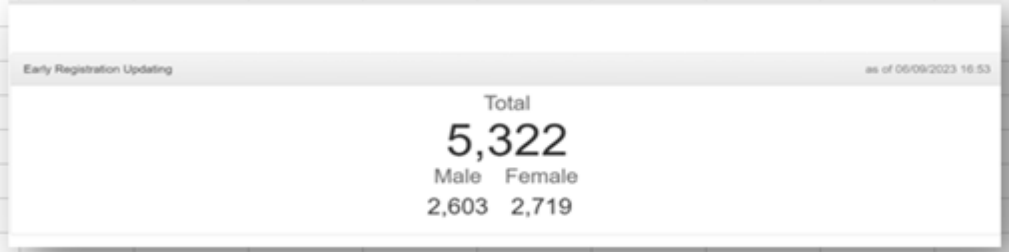
EARLY REGISTRATION – SY 2023 – 2024
(100% PARTICIPATION)

DEPARTMENT OF EDUCATION
SDO CITY OF MALOLOS
EARLY REGISTRATION SY 2023-2024 - *100% participation - 57 schools*
As of June 9, 2023 16:25

Grade Level	M	F	Total
Kinder	571	629	1200
Grade 1	1016	899	1915
Grade 7	582	569	1151
Grade 11 - Acad	319	532	851
Grade 11 - TVL	97	79	176
Grade 11 - Arts and Design	3	1	4
Grade 11 - Sports	15	10	25
Totals	**2603**	**2719**	**5322**

Source: LIS

planning06092023



Prepared by:	Reviewed:	Noted:
AURORA H. DE LEON	**CYNTHIA C. BRIONES, PhD**	**LEILANI SAMSON CUNANAN, CESO V**
Planning Officer III	Chief ES - SGOD	Schools Division Superintendent

May 19 | May26 | June 4 | June 9

UPDATES ON PSIPOP
Filled and Unfilled Positions
January to June 2023

POSITION	FILLED	UNFILLED
SCHOOL PRINCIPAL IV	0	1
SCHOOL PRINCIPAL III	2	0
SCHOOL PRINCIPAL II	1	1
SCHOOL PRINCIPAL I	1	1
HEAD TEACHER III	3	3
HEAD TEACHER I	1	2
MASTER TEACHER II	0	0
MASTER TEACHER I	3	5
SPECIAL EDUC. TEACHER I	0	1
TEACHER III	11	11
TEACHER II	10	7
TEACHER I	14	27
SDS	1	1
ASDS	1	1
CHIEF EDUC. SUPERVISOR	1	0
EDUC. PROGRAM SUPERVISOR	1	1
EDUC. PROGRAM SPECIALIST II	0	1
ADMIN. OFFICER V	1	0
ADMIN. OFFICER II	15	0
ADMIN. ASSISTANT III	3	9
ADMIN. ASSISTANT II	7	4
ADMIN. ASSISTANT I	0	1
ADMIN. AIDE VI	2	1
ADMIN. AIDE IV	0	1
TOTAL	**78**	**79**

KRA 1

KRA 1

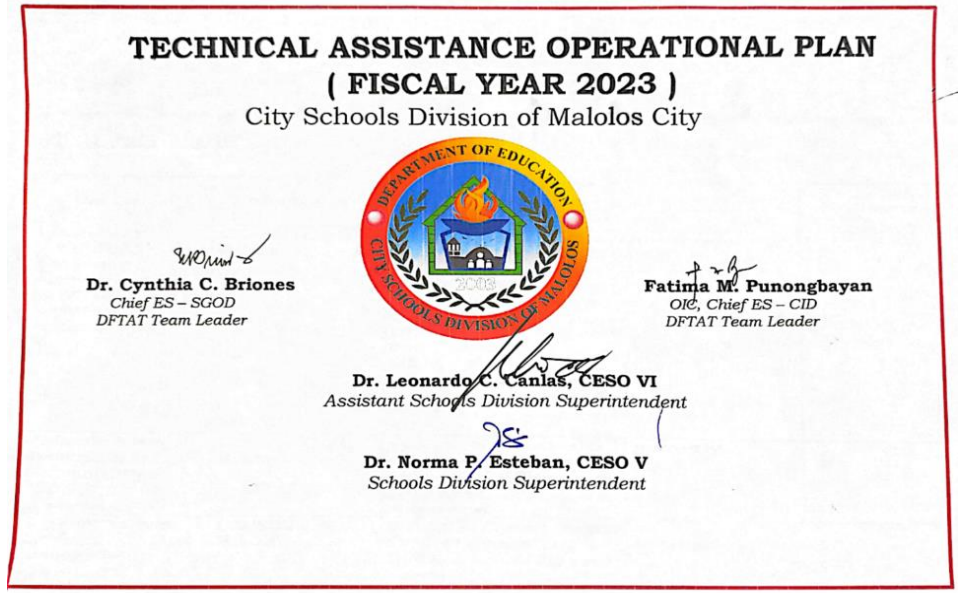
Objective 7
(2%)

Ensured coordination with Division Field Technical Assistance Team (DFTAT) for the Provision of Technical Assistance to Schools



Q	E	T	Average	Score
5	5	5	5	**0.100**

TECHNICAL ASSISTANCE ACCOMPLISHMENT



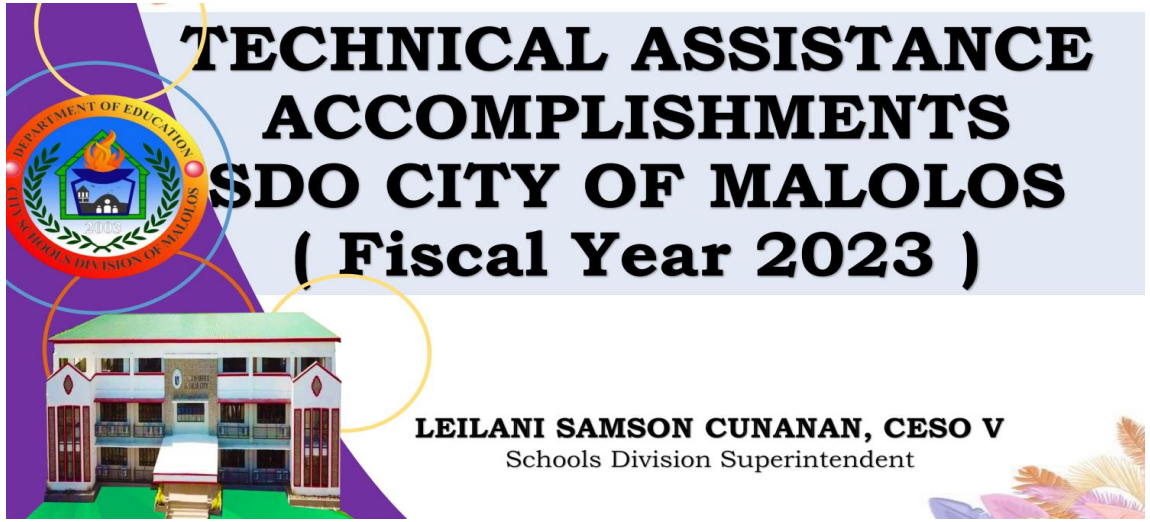
TECHNICAL ASSISTANCE OPERATIONAL PLAN
(FISCAL YEAR 2023)
City Schools Division of Malolos City

Dr. Cynthia C. Briones
Chief ES – SGOD
DFTAT Team Leader

Fatima M. Punongbayan
OIC, Chief ES – CID
DFTAT Team Leader

Dr. Leonardo C. Canlas, CESO VI
Assistant Schools Division Superintendent

Dr. Norma P. Esteban, CESO V
Schools Division Superintendent



KRA 1

As of the 1st Semester (1st and 2nd Quarter), the targeted provision of technical assistance were accomplished 100%, the TA provided focused on the following areas: Content Pedagogy, Contextualization and Localization and Unpacking of Broad Learning Competencies, Development and Implementation of Advocacy Programs on Effective Localized Delivery Modes, Non-major/Non Education Course Teaching Personnel, Veracity of Assessment Results for the Curriculum Implementation Division. SGC Functionality of Schools, SPG/SSG Teacher-Adviser Roles, LIS/EBEIS, IPCRF, DRRM, TA were the focused of the School Governance and Operations Division.

Summary:

1st Quarter: CID – 21 TAs Implemented / SGOD – 6 TAs Implemented

2nd Quarter: CID – 21 TAs Implemented/ SGOD – 9 TAs Implemented

Objective 8
(3%)

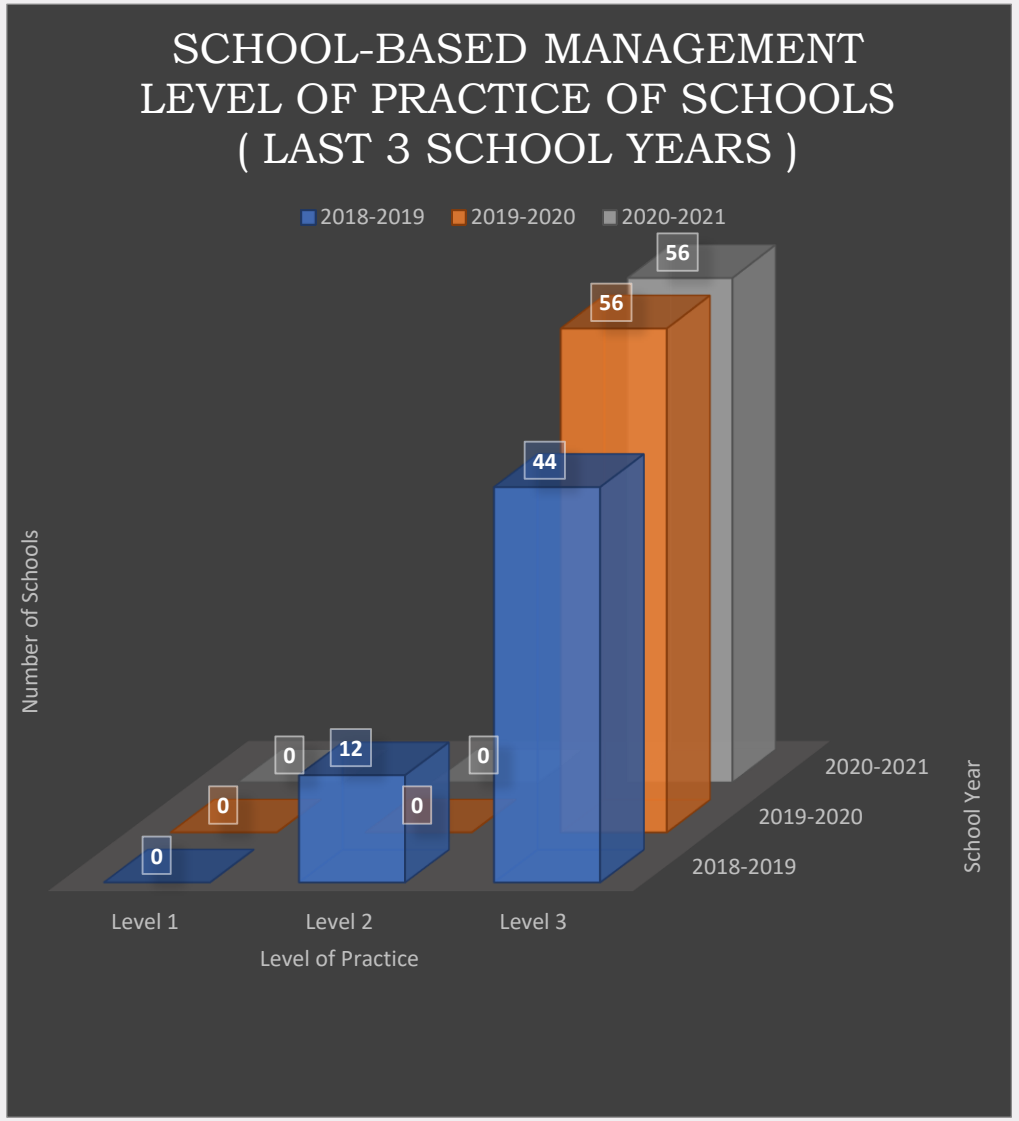
Provided Technical Assistance to Schools on SBM



KRA 1

Q	E	T	Average	Score
5	5	5	5	**0.150**

School-Based Management



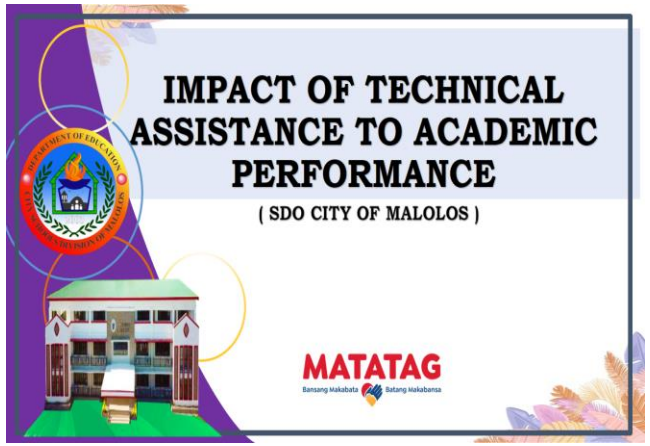
In the last SBM validation conducted (for SY 2020-2021) 42 elementary schools and 14 secondary schools were able to sustain their SBM Level III status.

*While SBM validation is under moratorium, SDO City of Malolos continuously provided Technical Assistance to 57 schools through "**Project E-SBM**", an innovation which aims to provide an online document repositories to schools and mechanism for validators in validating SBM MOVs. As to date, SGOD is set to conduct the trainings relative to the implementation of Project E-SBM.*

SDO City of Malolos strategized to improve the capacity of School Heads in education planning and program development, improve the management and problem-solving skills, and more responsive School-Based Management strategies and approaches for small, medium and big schools.

KRA 1

IMPACT OF THE PROVISION OF TECHNICAL ASSISTANCE ON THE ACADEMIC PERFORMANCE



TECHNICAL ASSISTANCE	IMPACT OF TECHNICAL ASSISTANCE
• Strengthening advocacy in all learning areas • PPAs implementation support • Assistance on content, pedagogy and assessment • Achievement gaps	Initiative that exemplifies an alternative approach has helped schools improve performance. TA provided helped ensure that all learners can improve through collaborative supports such as assistance to strengthening reading and numeracy as aid or tool to master across all subject areas.
FILIPINO: Provision of TA to Filipino reading coordinators on how to strengthen the implementation of **Project MBBM** in different engaging activities to sustain the interest and the love of reading among learners.	Intensive monitoring and provision of technical assistance are proven to be effective in the implementation of **Project MBBM**.
MATHEMATICS: Provision of TA to School Heads, Mathematics Teachers and learners in strengthen the implementation of **Project Learning Math is Fun** through the help of **Project GAME MATH** - Game-based Activites Mastery for Enhancement in Math	School heads can think of a plan on how they implement the program, teachers can make an intervention based on the least learned competencies and implementing Project GAME MATH, learners can improve their knowledge and skills while enjoying doing the activities.

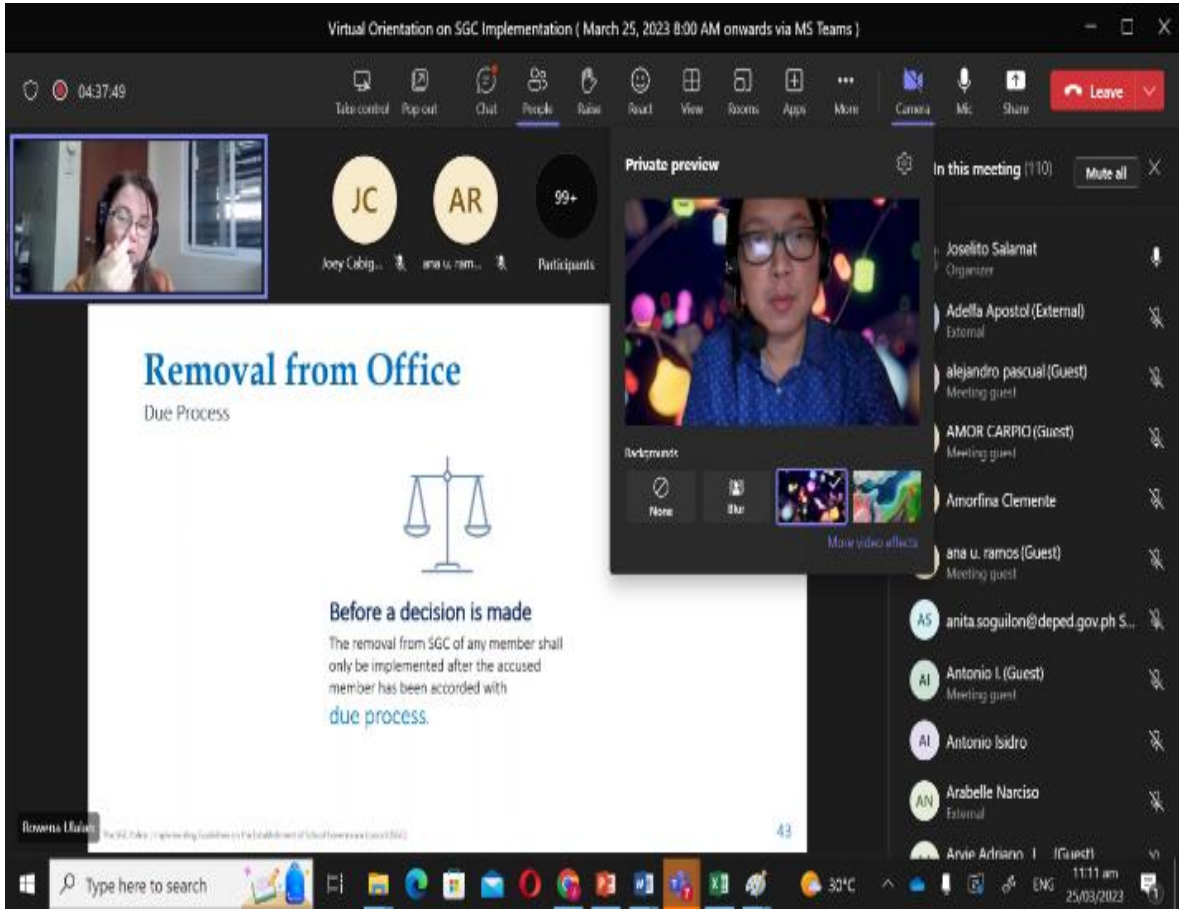
TECHNICAL ASSISTANCE	IMPACT OF TECHNICAL ASSISTANCE
MAPEH: Identified the human resources that are skilled in the arts and sports in the schools visited. Provision of technical assistance to school heads on how to maximize the utilization of the available materials and facilities in schools to develop programs in arts and sports	School Heads became more aware of the importance arts and sports holistic development of learners in their schools
ARALING PANLIPUNAN: Provision of additional Technical Assistance on Project Harayaan. Lead and supervised the Araling Panlipunan Activities such as National Flags Day Celebration, Opening of Sineliksik Research Hub (with collaboration of PHACTO), and coordination with municipal and provincial historical commisions for the celebration of 125th Philippine Independence Day.	Intensive monitoring and provision of technical assistance is proven to be effective in the proper implementation of **Project Harayaan.**

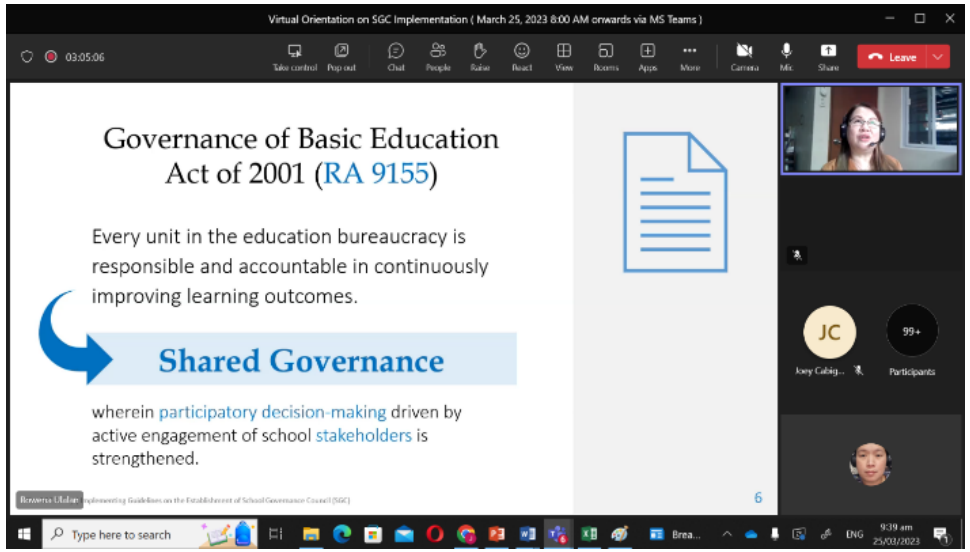
TECHNICAL ASSISTANCE	IMPACT OF TECHNICAL ASSISTANCE
EDUKASYON SA PAGPAPAKATAO: Provision of TA to ESP Coordinators on how to strengthen the implementation of Project DASAL and Project 5Ps by means of educating students on the proper attitude and character traits that will help them lead their fellow learners as well.	Assist and Guide the ESP Coordinators on how to intensify the Advocacy programs of ESP by conducting different sets of activities in line with the Filipino Values and Bible Verse
TVL/EPP: Provided TAs for the Curriculum Implementation EPP/TLE/TVL and STVEP of the City Schools Division of Malolos in light of the present situation where students are not reporting to schools regularly. Provided Technical Assistance to schools on pedagogical content of the subject through subject advocacy program and projects. Provided TAs to subject TVL coordinators for implementation of JDVP 2023 with the public and private school implementers	A drive was developed to serve as venue for output uploading in the different subject advocacy programs and activities. School visitation through M&E was done to monitor and evaluate program development and implementation. Division Festival of Talents in the subject called Technolympics was conducted covering four secondary and two elementary events.

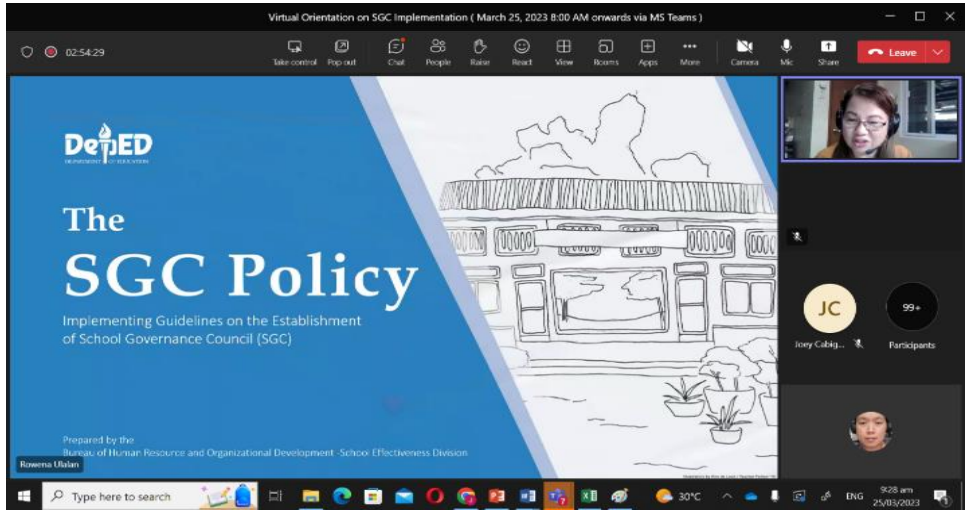
TECHNICAL ASSISTANCE	IMPACT OF TECHNICAL ASSISTANCE
DISTRICT TA: Provision of TA to school heads and teachers to ensure that learning will not be at risks of losing interest in coming to school and to seek ways on how to reduce absenteeism.	Four Elementary Schools in the District used the Division Projects in English and Mathematics to ensure that the literacy and numeracy skills of the learners are continuously improve and given priority.
DISTRICT TA: Provision of TA on the utilization of research	Utilized research findings for continuous improvement of the schools
DISTRICT TA TA on modernizing teaching through the conduct of orientation on the Transforming Education through Emerging Technologies	Monitoring of TPACK classroom application by incorporating technology effectively and how this integration create engaging and interactive learning experiences

KRA 1

TECHNICAL ASSISTANCE TO SECONDARY SCHOOLS ON SCG IMPLEMENTATION (March 25, 2023)







KRA 1

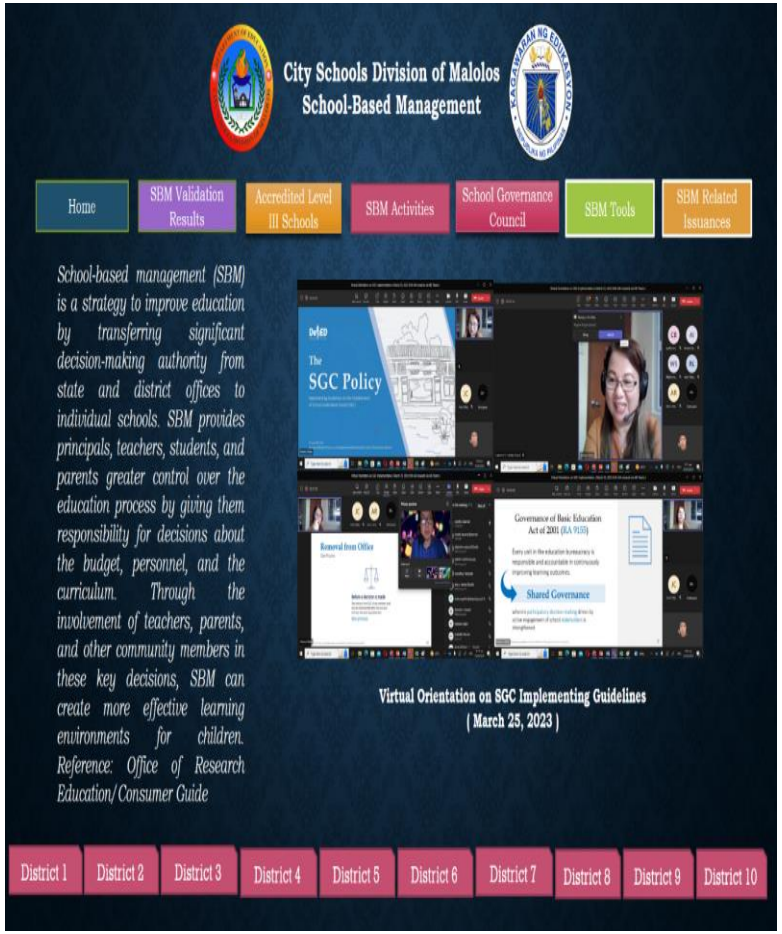
ON-SITE VISIT AND VALIDATION TO 16 SECONDARY SCHOOLS RE: SGC AND TECHNICAL ASSISTANCE ON SBM (March – April 2023)



KRA 1

Objective 8 – Provided Technical Assistance to Schools on SBM

PRE-IMPLEMENTATION PHASE OF PROJECT ELECTRONIC SCHOOL-BASED MANAGEMENT
(Development of the SDO and School SBM Website with Repository of Documents for Regional and Division Validation of PPAS)







KRA 1

Objective 8 – Provided Technical Assistance to Schools on SBM

Innovations

KRA 5

KRA 4

KRA 3

CURRICULUM AND INSTRUCTIONAL MANAGEMENT (25%)

KRA 2

Objective 1
(10%)

Led in the general supervision over basic education in managing programs for curriculum implementation, localization of curricula, and learning delivery



KRA 2

Q	E	T	Average	Score
5	5	5	5	**0.500**

Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Provided guidance and coaching to 57 school heads in line with the implementation of Learning Recovery Plan which guided the school heads on the implementation of the 3 most important focus to address the learning loss: remedial learning support, intervention program and teachers training.



Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Conducted classroom observation as part of Intensive Instructional Supervision to 273 teachers through Project DNP (Dekalidad na Pagtuturo). This resulted to improvements on the teaching practices and provided directions on teaching and learning situations in the schools.



Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Implemented Division initiated PPAs in all the 8 learning areas, 8 special programs (SPFL, SPJ, SPA, SPS, STVEP, STE, SSES, OSHP) and 3 inclusive programs (SPED, MEP and ALS) for enhancement and mastery of learning competencies and improved outcomes through Project BRIDGE (Bridging Instructions Developed, Gained and Experienced)



Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Conducted validation of reading level/ status of 46,042 learners in K to 12 in all schools and implemented reading intervention strategies for struggling readers to improve the reading skills, intervention that are tailored to the students needs.

CONSOLIDATED DATA ON THE NUMBER OF ENROLLMENT AND NUMBER OF NON-READERS
as of April 2023

Division: CITY OF MALOLOS

Grade Level	No. of Enrollment			No. of Non-Readers		
	Male	Female	Total	Male	Female	Total
1	1948	1769	3717	295	229	524
2	1846	1783	3629	194	145	339
3	1703	1494	3197	106	72	178
4	2188	1943	4131	75	45	120
5	2188	1943	4131	75	45	120
6	1729	1448	3177	22	13	35
7	1813	1773	3586	22	10	32
8	2071	2076	4147	7	3	10
9	2092	1960	4052	12	4	16
10	1987	1976	3963	1	1	2
11	1053	948	2001	2	1	3
12	110	1100	2210	1	0	1
Total	20728	20213	41941	812	568	1380



Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Provided technical inputs on 13 trainings for teachers on curriculum and instruction through Project AIM (Assist in Instructional Management of Learning)attended by a total of 2, 587 teachers. Teachers were provided guidance focused on achieving competence in order to improve the learning outcomes. These ensure that teachers are properly equipped to effectively implement the k to 12 program.



Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Provided Technical Assistance to 504 teachers and school heads through one-on-one consultation, small group facilitation, web-based clearinghouse, FGDs of teachers and heads, conferences, trainings and orientation. TA done promoted appropriate use of pedagogy, teacher's mastery towards competencies and content and utilization of assessment of learning to measure achievement or performance of learners.



Objective 2
(5%)

Led and managed the development of local curriculum materials



KRA 2

Q	E	T	Average	Score
5	5	5	5	**0.250**

Innovations

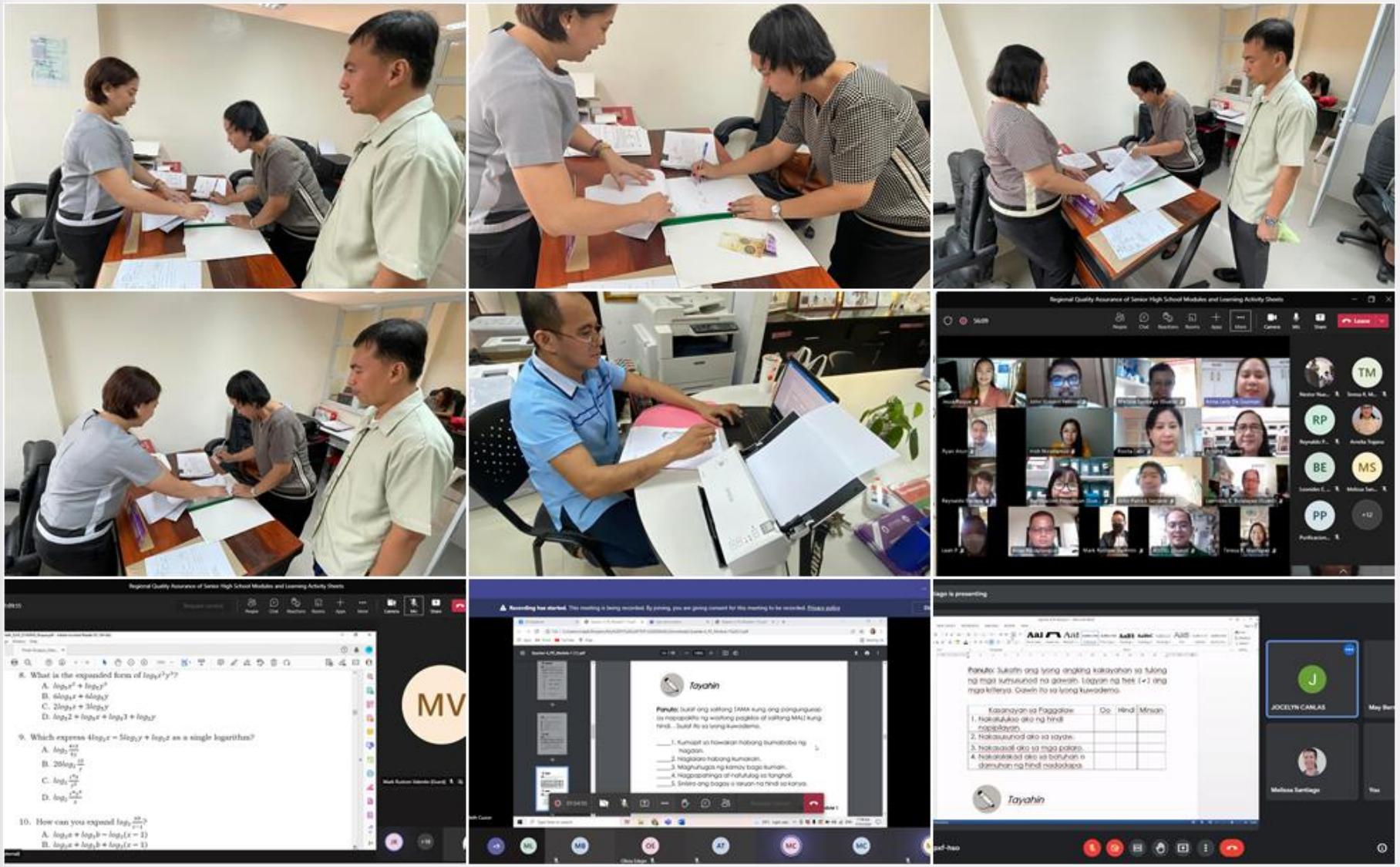
KRA 5

KRA 4

KRA 3

KRA 2

Conducted Quality Assurance of Supplementary Learning Resources



Innovations

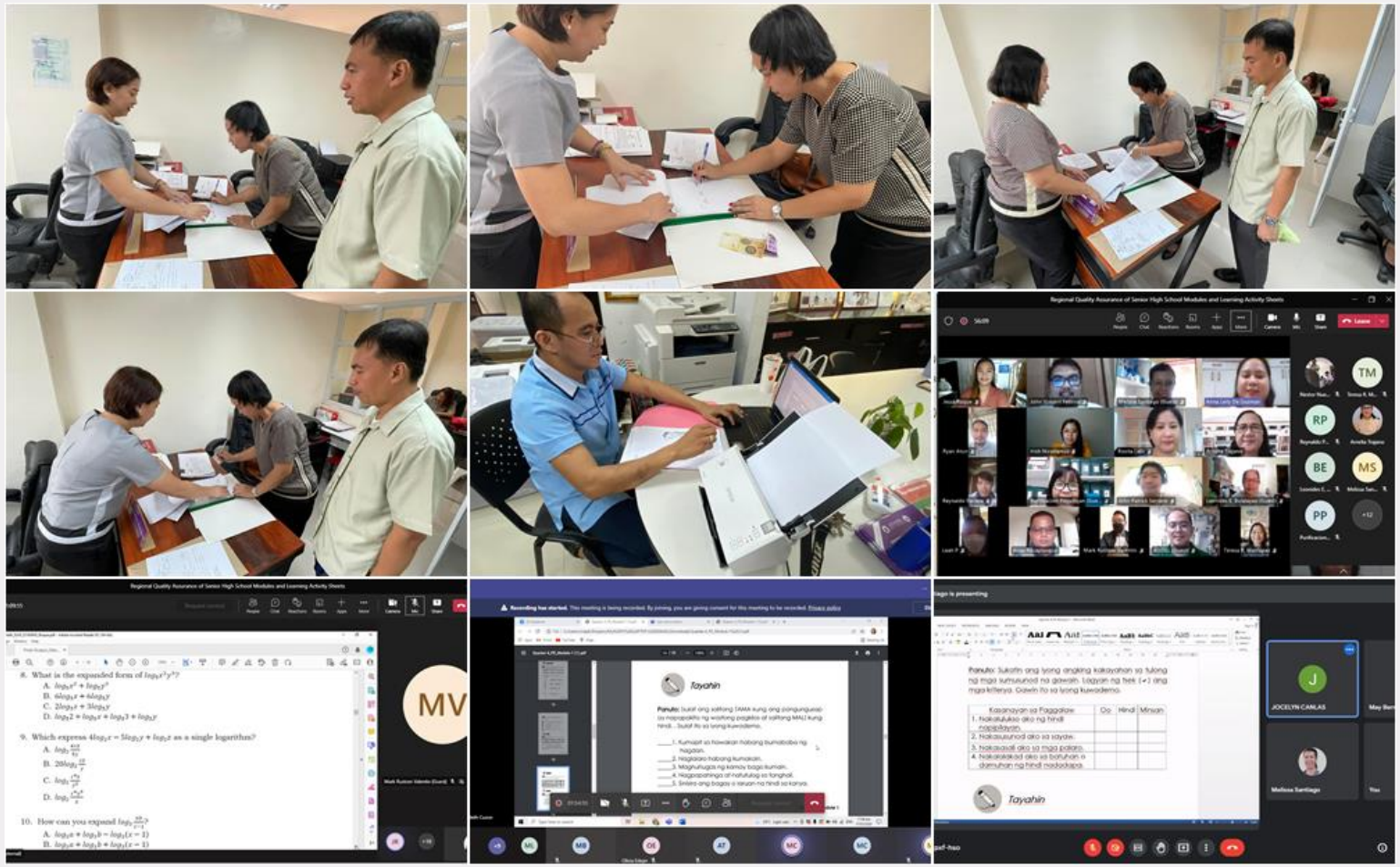
KRA 5

KRA 4

KRA 3

KRA 2

Conducted Quality Assurance of 157 Supplementary Learning Resources
Specifically 3 LAS in Math 3, 10 LRs in TLE, 10 in Science, 40 in Music, 10 in ESP, 9 in SPED, 45 other Supplementary Resources, 2 SIM in Math and 30 Storybooks



KRA 2

Objective 3
(5%)

Led in the development of contextualized assessment tools to measure learners achievement



Q	E	T	Average	Score
5	5	5	5	**0.250**

Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Developed school-based assessment tool in the 57 schools, conducted quality assurance under the assistance of each learning area EPS collaboratively interfaced with LRMS and administered in all grade levels and monitored its results and utilization.



Objective 4
(5%)

Monitor and evaluate learning outcomes and the delivery of different learning modalities



KRA 2

Q	E	T	Average	Score
5	5	5	5	**0.250**

Innovations

KRA 5

KRA 4

KRA 3

KRA 2

Gathered and analyzed results of the administered Third and Fourth Periodic Test using school based assessment with unified focus competencies .

As a summary of computed learners grades from the given assessment, it showed a highest result of MPS in AP and lowest MPS in EsP.

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
English	79.66	80.34	82.45	83.25
Filipino	74.06	76.28	79.82	83.05
Math	69.25	74.35	79.62	82.35
Science	73.87	78.39	81.59	83.09
AP	81.98	82.05	82.84	84.88
Mapeh	74.39	76.42	79.23	82.4
EsP	60.28	70.68	80.89	84.53
TLE				

FILIPINO	ENGLISH	MATHEMATICS	SCIENCE	AP	MAPEH	EsP
74.06	79.66	69.25	73.87	81.98	74.39	60.28





Innovations

KRA 5

KRA 4

HUMAN RESOURCE DEVELOPMENT AND MANAGEMENT
(20%)

KRA 3

Objective 1
(5%)

Overseen adherence to the existing policies and guidelines on recruitment selection, placement and promotion-reclassification on teaching, teaching-related and non-teaching personnel including personnel actions



KRA 3

Q	E	T	Average	Score
5	5	5	5	**0.250**

Gathered Feedbacka through the Conduct of Regular Meetings of RSPA with the HRMPSB on Compliance to Processes and Policies

(January 10, 17, 25, 31, February 7, 14 28, March 7, 14, 21, April 12, May 10, May 30 and June 22, 2023)



KRA 3

Objective 1 - Overseen adherence to the existing policies and guidelines on recruitment selection, placement and promotion-reclassification on teaching, teaching-related and non-teaching personnel including personnel actions

Conduct of Orientation of Teacher Applicants on the New DepEd MSP and RSA Guidelines (May 30, 2023)





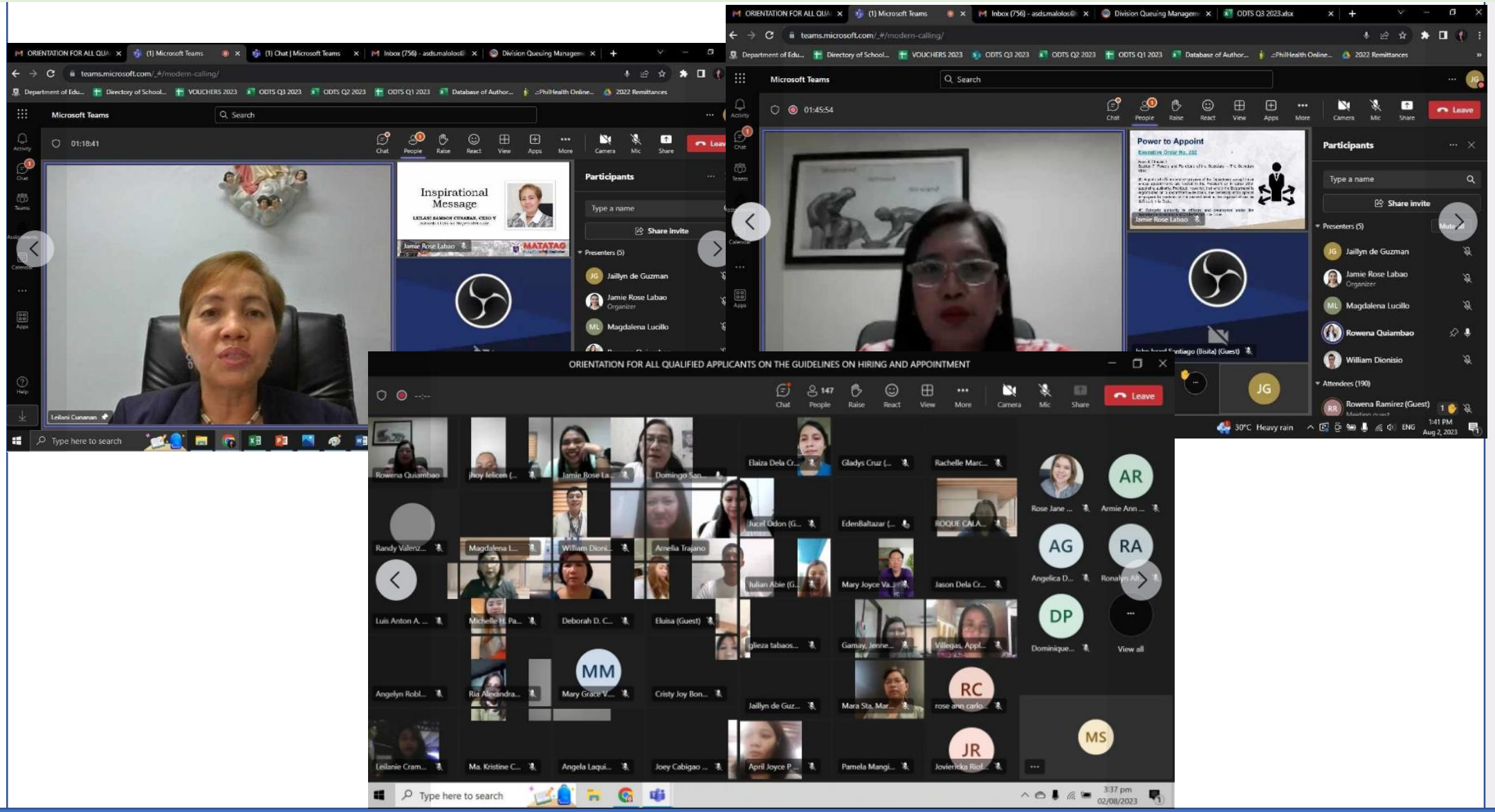




KRA 3

Objective 1 - Overseen adherence to the existing policies and guidelines on recruitment selection, placement and promotion-reclassification on teaching, teaching-related and non-teaching personnel including personnel actions

Conduct of Orientation for All Qualified Applicants on the Recruitment, Selection and Appointment (August 2, 2023)



KRA 3

Objective 1 - Overseen adherence to the existing policies and guidelines on recruitment selection, placement and promotion-reclassification on teaching, teaching-related and non-teaching personnel including personnel actions

Conducted Awarding of CSC Attested Approved Appointment



KRA 3

Objective 1 - Overseen adherence to the existing policies and guidelines on recruitment selection, placement and promotion-reclassification on teaching, teaching-related and non-teaching personnel including personnel actions

Conduct of Evaluation of Complaints and Preliminary/ Fact Finding Investigation

QUARTER	NO. OF EVALUATED COMPLAINTS	NO. OF PRELIMINARY/ FACT FINDING INVESTIGATION
1st Quarter	12 Complaints	2 Preliminary Investigation Reports were submitted
2nd Quarter	14 Complaints	2 Pre-Hearing Conferences were conducted as part of the formal investigations 1 Clarificatory Meeting was conducted as part of the preliminary investigation

KRA 3

100% Timely Acted Upon

Objective 2
(5%)

Spearheaded the implementation of the approved Professional Development Plan for teachers, school leaders and non-teaching personnel in accordance with the procedures and standards of the Learning and Development System



KRA 3

Q	E	T	Average	Score
5	5	5	5	**0.250**

SDO City of Malolos Six-Year Human Resource Management Development (HRMD) Plan FYs 2023-2028

Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III
SCHOOLS DIVISION OF CITY OF MALOLOS

SDO City of Malolos SIX-YEAR HUMAN RESOURCE MANAGEMENT DEVELOPMENT (HRMD) PLAN FYs 2023-2028

VISION:

SDO City of Malolos is Highly performing, Innovative, and Futures thinking organization that nurturing growth of teachers and Non-teaching personnel and recognitions of their significant contributions, equally and appropriately. A dynamic, innovative, and futures thinking organization that conceptualizes and implements strategic and relevant Human Resource Management Development (HRMD) plans, programs and activities that would sustain the delivery of quality learning and other basic education services through effective human resource management and development of DepEd personnel Such as: the teaching, teaching-related, and non-teaching personnel of the Division, including those of learning centers.

MISSION:

SDO Malolos gives high premium to the most important resources, its PEOPLE. As one TEAM, this can be realized by providing them proactive, Liberating, Empowering, Nurturing and Satisfying program, projects and activities hinged with the principle of equal opportunities and objective processes of Education 4.0.SDO City of Malolos provides various proactive opportunities for the professional growth and development of all DepEd personnel by conducting strategic and responsive HRMD programs, projects, and activities that would enable all DepEd personnel across levels to GROW, EMPOWER, & TRANSFORM towards the attainment of DepEd outcomes, in accordance with the existing policies and guidelines of the Department and the Civil Service Commission (CSC) Memorandum Circulars.

CORE VALUES: *LENS: Liberating, Empowering, Nurturing and Satisfying in pro-active state.*

TERMINAL OBJECTIVES:

1. **To heighten and nurture futures thinking level of competencies and to observe the desired level of individual output performance of teaching, teaching-related and non-teaching personnel;**
2. **To adopt and implement rewards and recognition system for the exemplary contributions of SDO personnel including the retirees and loyalty;**
3. **To provide innovative caring programs and projects to ensure the welfare and complete well-being of SDO Personnel, Teaching and Non-Teaching Personnel including solo parent, senior citizen and PWD employees;**
4. **To implement a systematic process in performance planning and evaluation of SDO Personnel;**
5. **To develop a clear and stable structure in succession planning to sustain the effective and efficient operation of the SDO future thinking;**
6. **To strengthen the recruitment, selection, placement, induction and exit program of the SDO in serving equal opportunities and future thinking competency-based processes.**

MAJOR STRATEGIES:

1. **Interfacing of Human Resource (HR) practitioners of the SDO and RO to align the proposed programs and projects (PAPs) with the Education 4.0 the identified priority strands for DepEd employees particularly the teaching personnel;**
2. **Effective implementation of the system on Professional Development Programs (PDP) of the SDO across school levels to institutionalize the implementation of the different core mandates of the HR Framework;**
3. **Enhance the sustainability of Diverse and responsive L & D activities for teachers, school heads, and supervisors in accordance with the NEAP evaluation and recognition; and;**
4. **Adherence to the existing policies and guidelines relating to recruitment, selection, and appointment in accordance with the Department of Education Merit and Selection Plan (DepEd Order No. 19, s. 2022), and the Civil Service Commission.**
5. **Functional Monitoring and evaluation mechanism adherence to the policies relating to Basic Education Monitoring Evaluation Framework.**

PROGRAM ROAD MAP: PHYSICAL TARGETS AND RESOURCE REQUIREMENTS (2023-2028)

KRA 1:	PROFESSIONAL GROWTH AND DEVELOPMENT					
OBJECTIVE:	To develop and implement professional development programs that would level up the career stage competencies of the teachers, school leaders, and non-teaching personnel					
PROGRAMS, PROJECTS, ACTIVITIES	PHYSICAL TARGETS					
	2023	2024	2025	2026	2027	2028
Title:	Division Competency Development Training-	Division Competency Development Training-	Division Competency Development Training-	Division Competency Development Training-	Division Competency Development Training-	Division Competency Development Training-

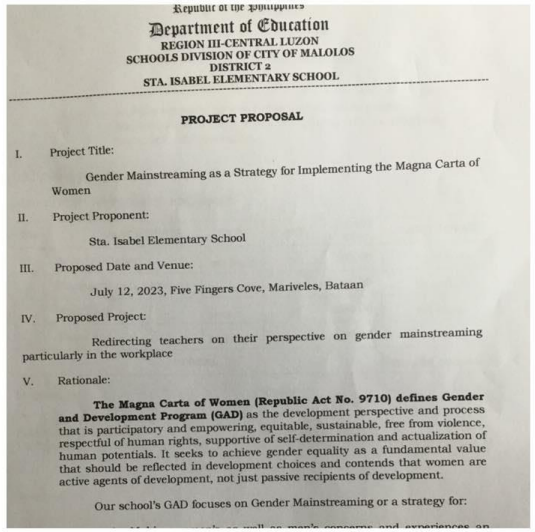
	Workshop for Teachers in PPST Indicators	Workshop for Teachers in PPST Indicators	Workshop for Teachers in PPST Indicators	Workshop for Teachers in PPST Indicators	Workshop for Teachers in PPST Indicators	Workshop for Teachers in PPST Indicators
Target Participants:	Career Stage 1	Career Stage 2	Career Stage 3	Career Stage 1	Career Stage 2	Career Stage 3
Budget:	P 200K – CID INSET Funds	P 200K – CID INSET Funds	P 250K – CID INSET Funds	P 250K – CID INSET Funcs	P 300K – CID INSET Funds	P 300K – CID INSET Funds
Timeline:	April (Batch 1)	April (Batch 1)	May (Batch 1)	April (Batch 1) and May (Batch 2)	April (Batch 1) and May (Batch 2)	April (Batch 1) and May (Batch 2)
Title:	ICT CAPACITY BUILDING FOR TEACHERS OF THE NEW NORMAL	ICT Capacity Building for School Heads, ICT Coordinators and NTP	2	ICT Capacity Building for School Heads, ICT Coordinators and NTP	ICT Capacity Building for School Heads, ICT Coordinators and NTP	ICT Capacity Building for School Heads, ICT Coordinators and NTP
Target Participants:	ICT Coordinators/Teachers	School Heads, Teachers, NTP	School Heads, Teachers, NTP	Grade 3 Teachers	Reading Teachers	Reading Teachers
Budget:	P 150K INSET Funds	P 175K -SARO Funds	P 200K – SARO Funds	P 250K – SARO Funds	P 275K – SARO Funds	P 300K– SARO Funds
Timeline:	February	February	February	February	February	February
Title:	Division Training of Administrative Officers for Effective Personnel Administration	Seminar-Workshop Administrative Officers for Effective Personnel Administration	Division Training of Administrative Officers for Effective Personnel Administration	Seminar-Workshop of Administrative Officers for Effective Personnel Administration	Division Training of Administrative Officers for Effective Personnel Administration	Division Training of Administrative Officers for Effective Personnel Administration
Target Participants:	Administrative Officers	Administrative Officers	Administrative Officers	Administrative Officers	Administrative Officers	Administrative Officers
Budget:	P 95,000K - SARO	P 100K – SARO	P 150K – MOOE	P 180K – MOOE	P 200K – MOOE	P 250K- MOOE
Timeline:	January	January	January	January	January	January
Title:	Capacity Building for Personnel in Research/Innovation	Division Research and Innovations Writeshop (series)	Division Research and Innovations Writeshop (series)	Division Research and Innovations Writeshop (series)	Division Research and Innovations Writeshop (series)	Division Research and Innovations Writeshop (series)
Target Participants:	Selected Teaching, Teaching Related and NTP	Selected Teaching, Teaching Related and NTP	Selected Teaching, Teaching Related and NTP	Selected Teaching, Teaching Related and NTP	Selected Teaching, Teaching Related and NTP	Selected Teaching, Teaching Related and NTP
Budget:	P 200k – SEF Fund	P 180k – SEF Fund	P 2000k – SEF Fund	P 250k – SEF Fund	P 280k – SEF Fund	P 3000k – SEF Fund
Timeline:	July	May	March	March	March	March
Title:	Training on Educational Management and Pedagogies	Training on Educational Management and Pedagogies	Training on Educational Management and Pedagogies	Training on Educational Management and Pedagogies	Training on Educational Management and Pedagogies	Training on Educational Management and Pedagogies
Target Participants:	Select-teachers	Select-teachers	Select-teachers	Select-t7yuioeachers	Select-teachers	Select-teachers
Budget:	P600k- CID INSET Funds	P700k- CID INSET Funds	P750k- CID INSET Funds	P780k- CID INSET Funds	P800k- CID INSET Funds	P800k- CID INSET Funds
Timmeline:	June	February	February	February	February	February

KRA 6:	RECRUITMENT, SELECTION, PLACEMENT AND APPOINTMENT					
OBJECTIVE:	To assist the Human Resource Merit Promotion and Selection Board (HRMPSB) in the process of evaluation, assessment, interview, and other validation strategies including orientation of the newly-hired employees on work ethics, benefits, financial management, and other relevant information					
PROGRAMS, PROJECTS, ACTIVITIES	2023	2024	2025	2026	2027	2028
Title:	Induction Program for Newly-hired Teaching/Teaching-Related/Non-Teaching Personnel/Onboard	Induction Program for Newly-hired Teaching/Teaching-Related/Non-Teaching Personnel/Onboard	Induction Program for Newly-hired Teaching/Teaching-Related/Non-Teaching Personnel/Onboard	Induction Program for Newly-hired Teaching/Teaching-Related/Non-Teaching Personnel/Onboard	Induction Program for Newly-hired Teaching/Teaching-Related/Non-Teaching Personnel/Onboard	Induction Program for Newly-hired Teaching/Teaching-Related/Non-Teaching Personnel/Onboard
Target Participants:	Newly-hired Teachers and NTP of SDO	Newly-hired Teachers and NTP of SDO	Newly-hired Teachers and NTP of SDO	Newly-hired Teachers and NTP of SDO	Newly-hired Teachers and NTP of SDO	Newly-hired Teachers and NTP of SDO
Budget:	P 100k-MOOE/SARO	P 100k-MOOE/SARO	P 100k-MOOE/SARO	P 100k-MOOE/SARO	P 100k-MOOE/SARO	P 100k-MOOE/SARO
Timeline:	November	November	November	November	November	November
Title:	Teacher Induction Program / IPBT	Teacher Induction Program / IPBT	Teacher Induction Program/ IPBT	Teacher Induction Program / IPBT	Teacher Induction Program/ / IPBT	Teacher Induction Program / / IPBT
Target Participants:	TIP Completers	TIP Completers	TIP Completers	TIP Completers	TIP Completers	TIP Completers
Budget:	P 150K-CID INSET	P 150K-MOOE	P 150K-MOOE	P 150K-MOOE	P 150K-MOOE	P 150K-MOOE
Timeline:	December	December	December	December	December	December
Title:	Personnel Action on Recruitment, Selection, Appointment, Promotion, Retirement, Transfer, ERF Upgrading and Reclassification, and Conversion.	Personnel Action on Recruitment, Selection, Appointment, Promotion, Retirement, Transfer, ERF Upgrading and Reclassification, and Conversion.	Personnel Action on Recruitment, Selection, Appointment, Promotion, Retirement, Transfer, ERF Upgrading and Reclassification, and Conversion.	Personnel Action on Recruitment, Selection, Appointment, Promotion, Retirement, Transfer, ERF Upgrading and Reclassification, and Conversion.	Personnel Action on Recruitment, Selection, Appointment, Promotion, Retirement, Transfer, ERF Upgrading and Reclassification, and Conversion.	Personnel Action on Recruitment, Selection, Appointment, Promotion, Retirement, Transfer, ERF Upgrading and Reclassification, and Conversion.
Budget:	P150k-MOOE	P150k-MOOE	P150k-MOOE	P180k-MOOE	P200k-MOOE	P300k-MOOE
Timeline:	August	August	September	February	February	February
Title:	Preparation of Contextualized Succession and Exit Plan	Revisiting the Contextualized Succession and Exit Plan	Updating of the Contextualized Succession and ExitPlan	Updating of the Contextualized Succession and ExitPlan	Updating of the Contextualized Succession and ExitPlan	Updating of the Contextualized Succession and ExitPla
Target Participants:	Selected SDOPersonnel	Selected SDO Personnel	Selected SDOPersonnel	Selected SDO Personnel	Selected SDOPersonnel	Selected SDO Personnel
Budget:	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Timeline:	December	December	December	December	December	December

KRA 3

Objective 2 - Spearheaded in the implementation of the approved Professional Development Plan for teachers, school leaders and non-teaching personnel in accordance with the procedures and standards of the Learning and Development System

Approval of 50 Training Proposals for Implementation.



Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON
SCHOOLS DIVISION OF CITY OF MALOLOS
DISTRICT 2
STA. ISABEL ELEMENTARY SCHOOL

PROJECT PROPOSAL

I. Project Title:

Gender Mainstreaming as a Strategy for Implementing the Magna Carta of Women

II. Project Proponent:

Sta. Isabel Elementary School

III. Proposed Date and Venue:

July 12, 2023, Five Fingers Cove, Mariveles, Bataan

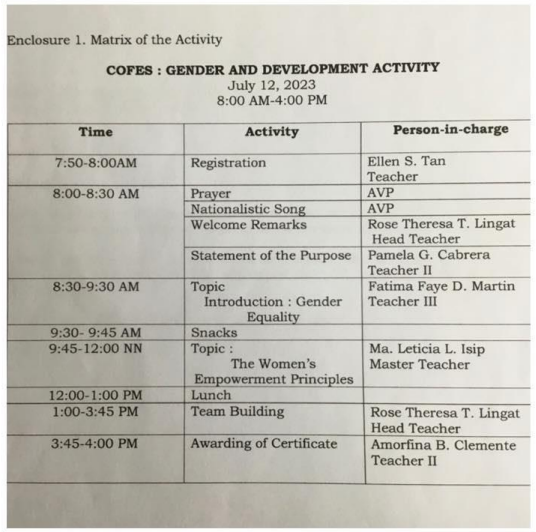
IV. Proposed Project:

Redirecting teachers on their perspective on gender mainstreaming particularly in the workplace

V. Rationale:

The Magna Carta of Women (Republic Act No. 9710) defines Gender and Development Program (GAD) as the development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potentials. It seeks to achieve gender equality as a fundamental value that should be reflected in development choices and contends that women are active agents of development, not just passive recipients of development.

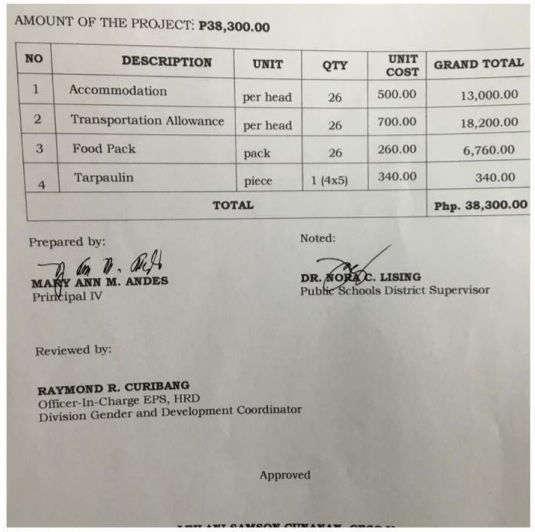
Our school's GAD focuses on Gender Mainstreaming or a strategy for:



Enclosure 1. Matrix of the Activity

COFES : GENDER AND DEVELOPMENT ACTIVITY
July 12, 2023
8:00 AM-4:00 PM

Time	Activity	Person-in-charge
7:50-8:00AM	Registration	Ellen S. Tan Teacher
8:00-8:30 AM	Prayer	AVP
	Nationalistic Song	AVP
	Welcome Remarks	Rose Theresa T. Lingat Head Teacher
	Statement of the Purpose	Pamela G. Cabrera Teacher II
8:30-9:30 AM	Topic Introduction : Gender Equality	Fatima Faye D. Martin Teacher III
9:30- 9:45 AM	Snacks	
9:45-12:00 NN	Topic : The Women's Empowerment Principles	Ma. Leticia L. Isip Master Teacher
12:00-1:00 PM	Lunch	
1:00-3:45 PM	Team Building	Rose Theresa T. Lingat Head Teacher
3:45-4:00 PM	Awarding of Certificate	Amorfina B. Clemente Teacher II



AMOUNT OF THE PROJECT: **P38,300.00**

NO	DESCRIPTION	UNIT	QTY	UNIT COST	GRAND TOTAL
1	Accommodation	per head	26	500.00	13,000.00
2	Transportation Allowance	per head	26	700.00	18,200.00
3	Food Pack	pack	26	260.00	6,760.00
4	Tarpaulin	piece	1 (4x5)	340.00	340.00
TOTAL					Php. 38,300.00

Prepared by:

MARY ANN M. ANDES
Principal IV

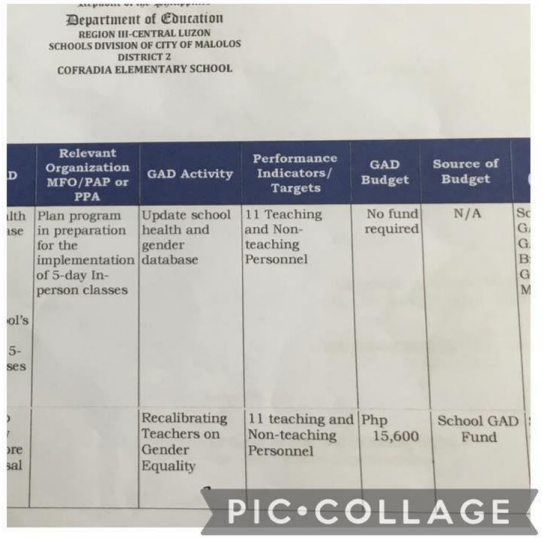
Noted:

DR. NORA C. LISING
Public Schools District Supervisor

Reviewed by:

RAYMOND R. CURIBANG
Officer-In-Charge EPS, HRD
Division Gender and Development Coordinator

Approved



Department of Education
REGION III-CENTRAL LUZON
SCHOOLS DIVISION OF CITY OF MALOLOS
DISTRICT 2
COFRADIA ELEMENTARY SCHOOL

D	Relevant Organization MFO/PAP or PPA	GAD Activity	Performance Indicators/ Targets	GAD Budget	Source of Budget	
ıth ıse	Plan program in preparation for the implementation of 5-day In-person classes	Update school health and gender database	11 Teaching and Non-teaching Personnel	No fund required	N/A	Sc G G B G M
ol's 5- ses		Recalibrating Teachers on Gender Equality	11 teaching and Non-teaching Personnel	Php 15,600	School GAD Fund	

PIC•COLLAGE

KRA 3

Objective 2 - Spearheaded in the implementation of the approved Professional Development Plan for teachers, school leaders and non-teaching personnel in accordance with the procedures and standards of the Learning and Development System

Objective 3
(5%)

Managed the development and implementation of the performance management, rewards and recognition, employees welfare, and succession and exit programs



KRA 3

Q	E	T	Average	Score
5	5	5	5	**0.250**

Awarding of Certificate of Recognition PRIME-HRM Maturity Level 2 in Learning and Development (L&D), Recruitment, Selection and Placement (RSP) and Rewards and Recognition (R&R)
(January 24, 2023)



KRA 3

Objective 3 - Managed the development and implementation of the performance management, rewards and recognition, employees welfare, and succession and exit programs

SDO City of Malolos Search for Outstanding Personnel
(April and May 2023)

Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF CITY OF MALOLOS
PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE

Search for Outstanding Personnel for the Month of April 2023
FINAL DELIBERATION

Per deliberation of the PRAISE held at **ASDS Conference Room** on **June 09, 2023** for the **Outstanding Personnel** of **SDO City of Malolos** for the Month of **April 2023**, the following are the results.

Name of Applicant	Issues	Recommendations	Decision
Angelina A. Alcaraz	Other submitted MOVs for Outstanding Accomplishments exceeded the recent five (5) years limitation of accomplishments	Verification of MOVs for the most recent accomplishments within the five-year limit	Three (3) points given for outstanding accomplishment; 2 points for membership in TWGs and 1 point for research
	Monthly Plan was not submitted	Verification of complete MOVs upon submission in the Records Section	Only MOVs for Monthly Accomplishment Reports were given points
Dame Dominique R. Salamat	Nominee reported on half-day twice in the month	Number of absences shall be counted as two (2)	six (6) points given for Attendance with 2 incurred absences
	Non-submission of Certification of wearing proper uniform and ID	Complete submission of requirements for proper assigning of points	No points given for Wearing of proper uniform and ID
	Monthly Plan was not submitted	Verification of complete MOVs upon submission in the Records Section	Only MOVs for Monthly Accomplishment Reports were given points

Address: Kuatro Kantos, Bagong Bayan, City of Malolos, Bulacan
Contact Number: (044) 795-0684
Email Address: malolos.city@deped.gov.ph

DepED MATATAG





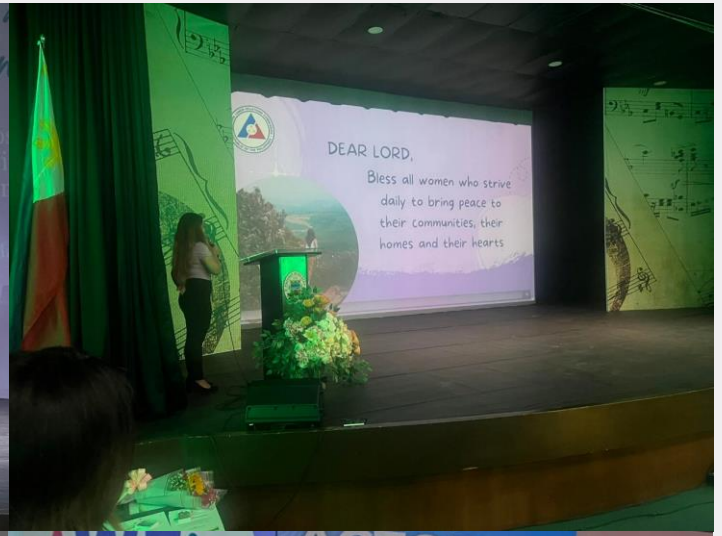
KRA 3

Objective 3 - Managed the development and implementation of the performance management, rewards and recognition, employees welfare, and succession and exit programs

Implementation of Gender and Development-Related Activities
GAD Symposium and Film Viewing on Women's Rights
(March 30, 2023)













KRA 3

Objective 3 - Managed the development and implementation of the performance management, rewards and recognition, employees welfare, and succession and exit programs

Continuity in the Conduct of TUTOK: TIP Program for Batches 2019, 2020, 2021

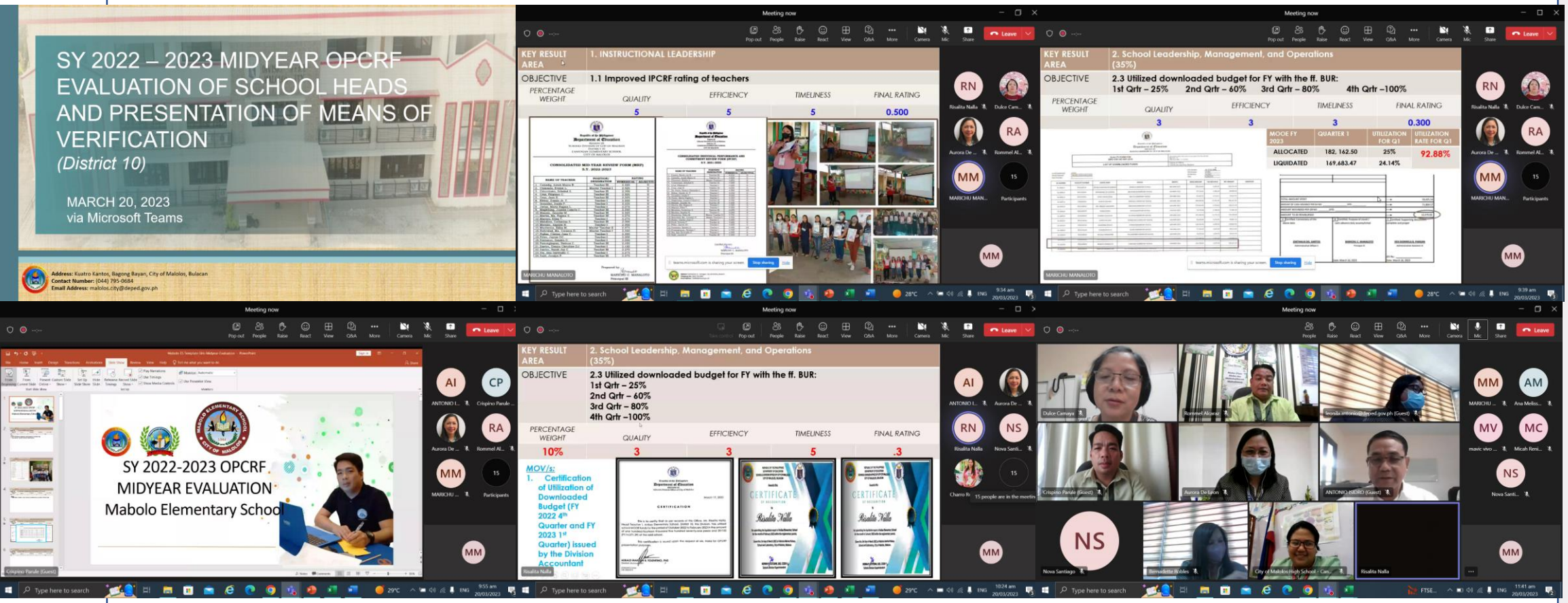




KRA 3

Objective 3 - Managed the development and implementation of the performance management, rewards and recognition, employees welfare, and succession and exit programs

Conduct of SY 2022-2023 Midyear OPCRF Evaluation of School Heads. March 20-24, May 18-19 and 23, 2023



KRA 3

Objective 3 - Managed the development and implementation of the performance management, rewards and recognition, employees welfare, and succession and exit programs

Conduct of SY 2022-2023 Midyear OPCRF Evaluation of School Heads. March 20-24, May 18-19 and 23, 2023

As of August 11, 2023, **98%** of the School Heads' OPCRF were evaluated by the PMT

SY 2022 - 2023 OPCRF EVALUATION OF SCHOOLS AND PRESENTATION OF MEANS OF VERIFICATION

School Assignment	School Head	POSITION	OPCRF Final Rating	Date Presented
DISTRICT 1	**Benilda B. Agustin**	**Public Schools District Supervisor**		
BMIS	Ma. Teresa C. Manalo	School Principal III	4.88	August 8, 2023
Mojon ES	Rizalina I. Macalino	Head Teacher III	4.79	August 8, 2023
Sumapa ES	Ma. Cristina V. Juguilon	Head Teacher III	4.91	August 8, 2023
Sumapa ES(Bata)	Joel M. Manlapaz	Master Teacher II	4.84	August 8, 2023
PCCAMNHS	Analyn A. Caballero	Head Teacher III/OIC-School Head	4.61	August 8, 2023
City of Malolos SHS	Alvin P. Cadiz/Milita G. Puno		4.71	August 8, 2023
DISTRICT 2	**Nora C. Lising**	**Public Schools District Supervisor**		
Sta. Isabel ES	Mary Ann M. Andes	School Principal IV	4.91	August 8, 2023
Cofradia ES	Rose Theresa Lingat	Head Teacher II	4.95	August 8, 2023
Balite ES	John Joshua P. Cudia	Head Teacher I	4.95	August 8, 2023
Ligas ES	Meliza B. Dionisio	Principal IV	4.95	August 8, 2023
Bungahan ES	Risalita C. Nalla	Head Teacher III	4.95	August 8, 2023
MCHS-Bungahan	Madonna R. Estacio	School Principal I	4.84	August 8, 2023
MHPNHS	Dr. Ma. Victoria C. Vivo	Principal IV		
DISTRICT 3	**Melandro N. Pascual**	**Public Schools District Supervisor**		
Tikay ES	Marichu C. Manaloto	School Principal III	4.98	August 8, 2023
San Pablo ES	Rommel M. Alcaraz	Master Teacher II	4.95	August 8, 2023
Dakila ES	Perlita C. Clemente	Head Teacher III	4.91	August 8, 2023
Santor ES	Bernardino C. de Guzman	Head Teacher III	4.71	August 8, 2023
CMIS - Catmon	Edgardo A. Lopez	School Principal IV	5.00 (5.05)	August 8, 2023
DISTRICT 4	**Cristina S. Castillo**	**Public Schools District Supervisor**		
Bulihan ES	Damaso I. Educalan	School Principal III	5.00 (5.05)	August 9, 2023
Bliss ES	Rosalie S. Mapa	Head Teacher I	4.91	August 9, 2023
Caingin ES	Cherry Len C. Briones	School Principal I	4.98	August 9, 2023
Longos ES	Richie R. Castro	School Principal IV	4.91	August 9, 2023
San Agustin ES	Wilfred G. Dela Cruz	Head Teacher III	4.77	August 9, 2023
Longos II ES	Laarnie B. Santos	Head Teacher I	4.66	August 9, 2023
Bulihan National HS	Remar T. Dela Cruz	School Principal II	4.81	August 9, 2023
DISTRICT 5	**Lourdes T. Villena**	**Public Schools District Supervisor**		
Stma. Trinidad ES	Ma. Leticia G. Raluto	School Principal IV	4.98	August 3, 2023
Barihan ES	Ma. Abegail C. Carangan	Head Teacher I	4.98	August 3, 2023

KRA 3

Objective 4
(3%)

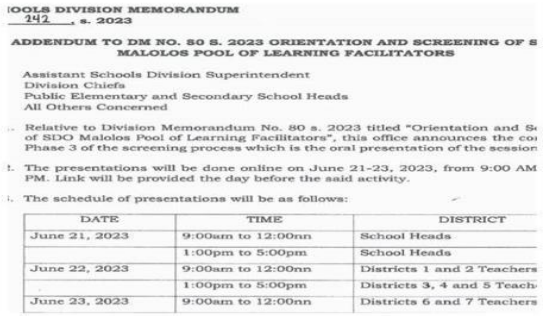
Led in the Professional Development of the employees within area of jurisdiction



KRA 3

Q	E	T	Average	Score
5	5	5	5	**0.150**

Conducted 24 Division In-Service Training for Teaching and Non Teaching Personnel



OOLS DIVISION MEMORANDUM
242 , s. 2023

ADDENDUM TO DM NO. 80 S. 2023 ORIENTATION AND SCREENING OF S
MALOLOS POOL OF LEARNING FACILITATORS

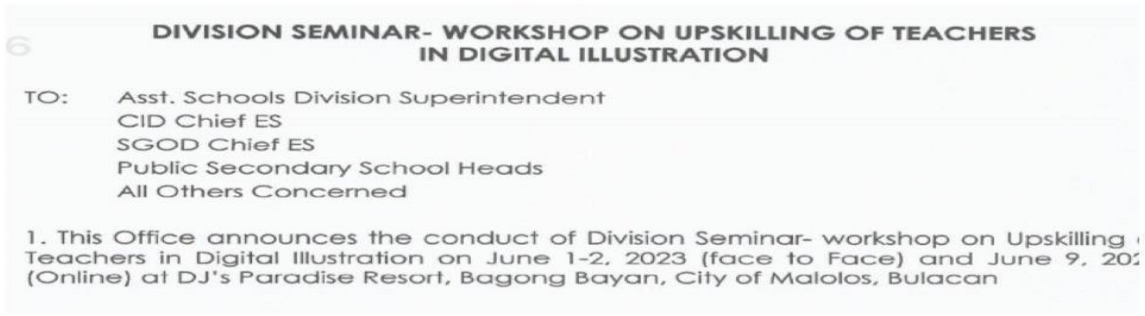
Assistant Schools Division Superintendent
Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

Relative to Division Memorandum No. 80 s. 2023 titled "Orientation and S
of SDO Malolos Pool of Learning Facilitators", this office announces the co
Phase 3 of the screening process which is the oral presentation of the session

The presentations will be done online on June 21-23, 2023, from 9:00 AM
PM. Link will be provided the day before the said activity.

The schedule of presentations will be as follows:

DATE	TIME	DISTRICT
June 21, 2023	9:00am to 12:00nn	School Heads
	1:00pm to 5:00pm	School Heads
June 22, 2023	9:00am to 12:00nn	Districts 1 and 2 Teachers
	1:00pm to 5:00pm	Districts 3, 4 and 5 Teach
June 23, 2023	9:00am to 12:00nn	Districts 6 and 7 Teachers



DIVISION SEMINAR- WORKSHOP ON UPSKILLING OF TEACHERS
IN DIGITAL ILLUSTRATION

TO: Asst. Schools Division Superintendent
CID Chief ES
SGOD Chief ES
Public Secondary School Heads
All Others Concerned

1. This Office announces the conduct of Division Seminar- workshop on Upskilling
Teachers in Digital Illustration on June 1-2, 2023 (face to Face) and June 9, 20
(Online) at DJ's Paradise Resort, Bagong Bayan, City of Malolos, Bulacan



SKILLING AND RESKILLING OF ELEMENTARY AND HIGH SCHOOL SCIENCE TEACHERS
ON INVESTIGATIVE PRACTICAL WORK APPROACH AND RESEARCH

Assistant Schools Division Superintendent
Division Chief ES
Public Elementary and Secondary School Heads
All Others Concerned

This is to announce the conduct of Division Upskilling and Reskilling of
Elementary and High School Science Teachers on Investigative Practical Work
Approach and Research on May 25-26, 2023 at Anthony's Restaurant, San
Juan, Balagtas, Bulacan at 8:00 A.M.- 5:00 P.M.

The Training aims to:

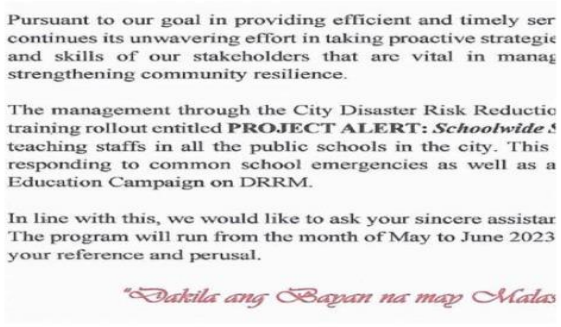
2.1 Provide technical and instructional support for teachers in public elementary and secondary schools in producing investigatory research projects made by learners

2.2 Orients Science teachers on the current trends and new developments in science research using other digital platforms;

2.3 Enhance their skills in research and investigative work approach.

2.4 Appreciate the wonders ang gift of nature so as to help learners and stakeholders to maximized available materials in the environment in science explorations.

Transportation expenses of the attendees/participants and technical working committee members shall be charged to School MOOE subject to usual accounting and auditing rules and regulations. Expenses on meals and other supplies relative to the conduct of this activity shall be charged against Division



Pursuant to our goal in providing efficient and timely ser
continues its unwavering effort in taking proactive strategie
and skills of our stakeholders that are vital in manag
strengthening community resilience.

The management through the City Disaster Risk Reductio
training rollout entitled **PROJECT ALERT: *Schoolwide S***
teaching staffs in all the public schools in the city. This
responding to common school emergencies as well as a
Education Campaign on DRRM.

In line with this, we would like to ask your sincere assistar
The program will run from the month of May to June 2023
your reference and perusal.

"Dakila ang Bayan na may Malas



Schools Division Advisory
No. 097 , s 2023

To: Asst. Schools Division Superintendent
Division Chiefs
Public School Heads
All Others Concerned

From: LEILANI SAMSON CUNANAN, CESO V
Schools Division Superintendent

Subject: GAWAD DAKILANG PILIPINO NATIONAL FINALIST-AWARDEES

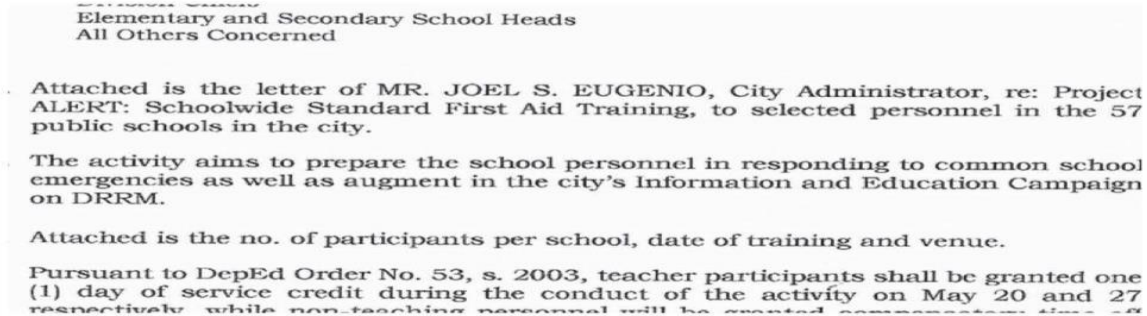
Date: June 26, 2023

Attached is the Regional Advisory No. 098, s. 2023, re: Gawad Dakilang Pilipino National Finalist-Awardees.

The finalist-awardees from SDO-Malolos City are as follows:

John Joshua P. Cudia	Head Teacher I, Balite Elementary School	Natatanging Lingkod Bayan
Christopher DC. Francisco, PhD	Head Teacher III, MHPNHS	Natatanging Lingkod Guro
Raymond R. Curibang	Teacher III, MHPNHS	Natatanging Guro ng Bayan

For information and guidance.



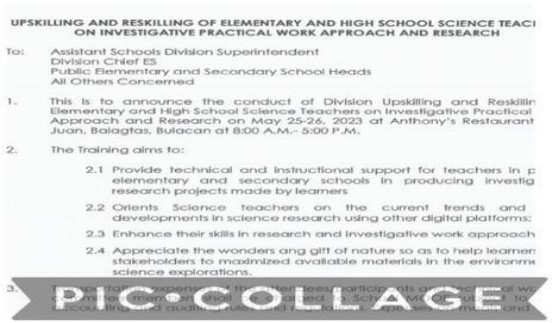
Elementary and Secondary School Heads
All Others Concerned

Attached is the letter of MR. JOEL S. EUGENIO, City Administrator, re: Project ALERT: Schoolwide Standard First Aid Training, to selected personnel in the 57 public schools in the city.

The activity aims to prepare the school personnel in responding to common school emergencies as well as augment in the city's Information and Education Campaign on DRRM.

Attached is the no. of participants per school, date of training and venue.

Pursuant to DepEd Order No. 53, s. 2003, teacher participants shall be granted one (1) day of service credit during the conduct of the activity on May 20 and 27 respectively, while non-teaching personnel will be granted



UPSKILLING AND RESKILLING OF ELEMENTARY AND HIGH SCHOOL SCIENCE TEACI
ON INVESTIGATIVE PRACTICAL WORK APPROACH AND RESEARCH

To: Assistant Schools Division Superintendent
Division Chief ES
Public Elementary and Secondary School Heads
All Others Concerned

1. This is to announce the conduct of Division Upskilling and Reskillin
Elementary and High School Science Teachers on Investigative Practical
Approach and Research on May 25-26, 2023 at Anthony's Restaurant
Juan, Balagtas, Bulacan at 8:00 A.M.- 5:00 P.M.

2. The Training aims to:

2.1 Provide technical and instructional support for teachers in p
elementary and secondary schools in producing investig
research projects made by learners

2.2 Orients Science teachers on the current trends and
developments in science research using other digital platforms;

2.3 Enhance their skills in research and investigative work approach

2.4 Appreciate the wonders ang gift of nature so as to help learner
stakeholders to maximized available materials in the environm
science explorations.

3.

PIC-COLLAGE

KRA 3

Objective 4 - Led in the Professional Development of the employees within area of jurisdiction

LIST OF TRAININGS CONDUCTED
(1st Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/SOURCE	NUMBER OF TRAINED	DATE CONDUCTED/ VENUE
Division Training of writers, Illustrators and Layout Artists for the Development of Supplementary Learning Resources for K to 6	CID	Php 192, 400.00 MOOE INSET 2023 School MOOE	90 Selected Teachers	March 18 & 24, 2023 Anthony's Restaurant Balagtas, Bulacan
Division Capacity Building on Content, Pedagogy and Teaching Beginning Reading for Grade 1 English Teachers	CID	MOOE 2023	130 Grade 1 Teachers	March 31-April 1, 2023 Anthony's Restaurant, Balagtas, Bulacan
Division Capacity Building of Alternative Learning System (ALS) Teachers on Sign Language	CID	SARO DEPED ROIII-2022-11-2865	25 SPET, ALS Teachers	March 24-25, 2023 City of Malolos Senior High School

LIST OF TRAININGS CONDUCTED
(1st Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Division Robotics Training for Science and Math Teachers	CID	Transportation School MOOE	22 Teachers	March 11, 2023 City of Malolos Senior High School
Division Capacity Building on Teaching Mathematics through Problem Solving Focusing on Game-Based Approaches for Key Stage 2-3 Teachers	CID	Php 158, 240.00 Division MOOE-INSET 2023 School MOOE	63 Teachers	February 17-18 & 23, 2023 Anthony's Restaurant Balagtas, Bulacan
Division Capacity Building of Teachers in Communicating with Parents of Kindergarten Learners	CID	Php 97, 980.00 Division INSET Fund 2023	50 Kindergarten Teachers	February 10-11, 2023 Anthony's Restaurant Balagtas, Bulacan

LIST OF TRAININGS CONDUCTED
(1st Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Division Training on Design Thinking for K to 3 Science and Mathematics Teachers	CID	Php 223, 000.00 CID-INSET Fund 2023 School MOOE	48 Math Teachers 48 Science Teachers	February 3-4, 2023 Anthony's Restaurant Balagtas, Bulacan
Re-Orientation on the Basic Skills required in Teaching Music, Arts, Dance: Back to Sports Mindset	CID	Php 140, 500.00 CID-INSET Fund 2023 School MOOE	90 MAPEH Teachers / Coor / Non-MAPEH Majors	January 20-21, 2023 Anthony's Restaurant Balagtas, Bulacan
Division Seminar on Implementing Rules and Regulations in Alternative Learning System (ALS)	CID	Php 42, 000.00 CID-INSET 2023	10 ALS Teachers 51 Barangay Captains 24 barangay Literacy Workers Select ALS Learners/SDO	January 28, 2023 4th Floor, Auditorium New City Hall bldg

LIST OF TRAININGS CONDUCTED
(1st Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Orientation and Screening of SDO Pool of Learning Facilitators	SGOD	Php 90,000.00 CID INSET Fund 2022 & HRTD Fund FY 2022	35 Teachers/Head Teachers 25 School Heads	March 10-11, 2023 Anthony's Restaurant Balagtas, Bulacan
Virtual Orientation on the Implementing Guidelines in the Establishment of School Governance Council	SGOD	No Budget	57 School Heads 57 SBM Coordinators	March 25, 2023 Google Meet
Capacity Building for SPG and SSG Officers	SGOD	SARO	63 SPG Teacher-Advisers	March 4, 2023 Marcelo H. Del Pilar National High School

LIST OF TRAININGS CONDUCTED
(1st Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Division Orientation on the Basic Education Information System (BEIS) Data Collection for SY 2022-2023	SGOD	No Budget	57 Public School Heads 57 Public LIS/BEIS Coors. 14 SDO Focal/Data Validators 3 SDO Personnel Private School LIS/Coors	January 27 & 31, 2023 MS Teams
Division Orientation on the Guidelines for Documents Screening of Malolos City Meet Athletes, Coaches, Asst. Coaches and Chaperones	SGOD	No Budget	19 Screening Committee Members (14 SHs & 5 SDO Personnel)	January 17, 2023 SDO Conference Room, 2nd Floor bldg.
2023 Division Accreditation Training in Sports	SGOD	SARO-OSEC-3-23-0380	85 Teachers/Sports Coaches	March 23-25, 2023 Marcelo H. Del Pilar National High School

LIST OF TRAININGS CONDUCTED
(2nd Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/SOURCE	NUMBER OF TRAINED	DATE CONDUCTED/ VENUE
Division Training –Workshop for Additional Pool of Evaluators	CID	Php 98, 000.00 MOOE INSET FY 2023	70 Selected Teachers / PMT	April 15 & 20, 2023 Anthony's Restaurant Balagtas, Bulacan
Division Capacity Building of Highly Proficient Teachers on Curriculum Alignment, Learning Outcomes and Assessment Towards Recovering the Learning Losses	CID	180, 000.00 CID INSET Fund FY 2023	77 Selected Teachers / PMT	May 4-5 and 18, 2023 Anthony's Restaurant, Balagtas, Bulacan
Structuring and Organizing the Information and Communication Technology-Content Pedagogy-Integration Core Group in Science at the Division and School Levels	CID	No Budget	7 Division Core Group Selected Teachers/Sdo Personnel School Heads, Head Teachers, ICT Coors., Master Teachers in SHS&JHS	May 5, 2023 Facebook Livestreaming

LIST OF TRAININGS CONDUCTED
(2nd Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Upskilling and Reskilling of Elementary and High School Science Teachers on Investigate Practical Work Approach and Research	CID	Php 100, 500.00 CID INSET Fund FY 2023	67 Selected Elementary and High School Science Teachers and PMT	May 25-26, 2023, 2023 Anthony's Restaurant Balagtas, Bulacan
Division Seminar-Workshop on Upskilling of Teachers in Digital Illustration	CID	Php 56, 990.00 INSET Fund 2023	24 TVL Teachers	June 1-2 & 9, 2023 DJ Paradise Resort Malolos

LIST OF TRAININGS CONDUCTED
(2nd Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Division Orientation on the Guidelines of SY 2023 National School Building Inventory (NSBI) and other LIS-BEIS Updates	SGOD	No Budget	57 School Heads, School Facilities& LIS Coordinator	April 20, 2023 Microsoft Teams Platform
Series of Research Writeshop for Teachers and Non-Teaching Personnel	SGOD	Php 300,000.00 SEF Fund	43 Selected Teachers and Non-Teaching Personnel	May 19, 26, June 2, 16, 23 & 30, 2023 Malolos Marine Fishery School and Laboratory
Schoolwide Standard First Aid Training	SGOD	Funded by DRRMO	200 Selected Teachers	May 20 & 27, 2023

LIST OF TRAININGS CONDUCTED
(2nd Quarter, FY 2023)

TITLE	PROPONENT	BUDGET/Source	NUMBER OF TRAINED	DATE CONDUCTED
Division Training of Administrative Officer II for Efficient Personnel Administration	OSDS	Php 95,000.00 SARO-DEPED-ROIII-2023-02-127	40 Non-Teaching Personnel	April 27-28, 2023 Simple Kitchen Food House santisima Trinidad, City of Malolos, Bulacan

100% of the Targeted Trainings for the 1st Semester were Achieved

Objective 5
(2%)

Ensured that recruitment, selection and placement is implemented effectively and efficiently



KRA 3

Q	E	T	Average	Score
5	5	5	5	**0.100**

Evaluation of Documents for Open-Ranking in Accordance to CSC minimum Qualification Atandards.

Month	No. of Filled Items
January	19
February	9
March	21
April	4
May	17
June	8
July	3
August	1









KRA 3

Conduct of Demonstration Teaching Interview for Registry of Qualified Applicants for SY 2023-2024
May 29-June 2, 2023

Level	No. of Applicants
Kinder	11
Elem	102
JHS	123
SHS	48
TOTAL	**284**











KRA 3

Objective 5 - Ensured that recruitment, selection and placement is implemented effectively and efficiently

Innovations

KRA 5

RESOURCE MANAGEMENT (15%)

KRA 4

KRA 4

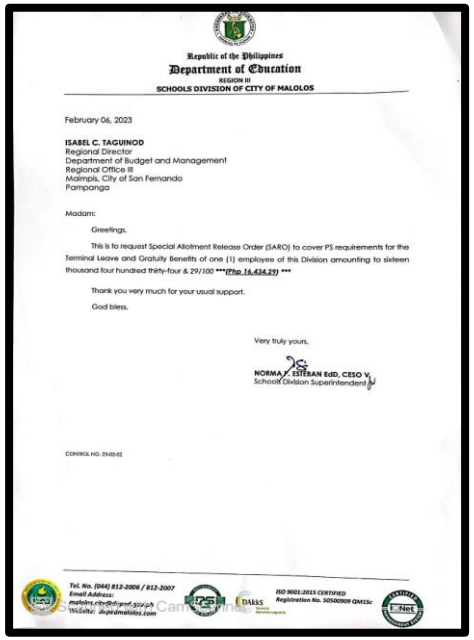
Objective 1
(5%)

Led in budget preparation and equitable allocation of funds and resources at Division Office, Schools and Learning Centers



Q	E	T	Average	Score
5	5	5	5	0.250

Special Budget Requests to Region and DBM



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF CITY OF MALOLOS

February 06, 2023

ISABEL C. TAGUINOD
Regional Director
Department of Budget and Management
Regional Office III
Malimpis, City of San Fernando
Pampanga

Madam:

Greetings.

This is to request Special Allotment Release Order (SARO) to cover PS requirements for the Terminal Leave and Gratuity Benefits of one (1) employee of this Division amounting to sixteen thousand four hundred thirty-four & 29/100 ***(Php 16,434.29) ***

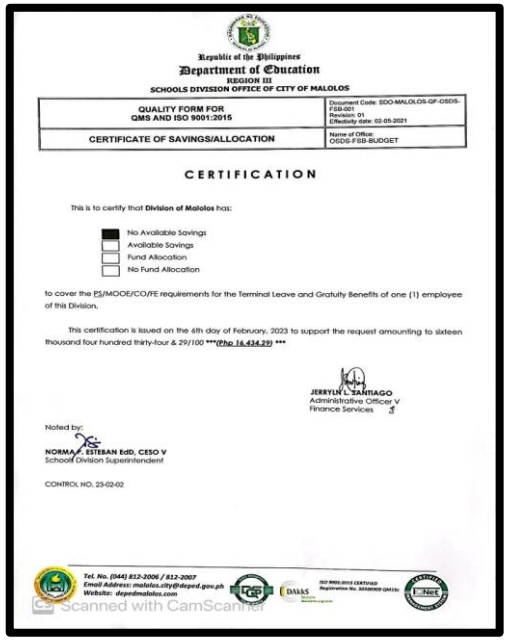
Thank you very much for your usual support.

God bless.

Very truly yours,

NORMA P. ESTEBAN EdD, CESO V
School Division Superintendent

CONTROL NO. 23-02-02



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF CITY OF MALOLOS

QUALITY FORM FOR QMS AND ISO 9001:2015	Document Code: SDO-MALOLOS-QF-OSDS-FSD-0011 Revision: 01 Effectivity date: 02-05-2021
CERTIFICATE OF SAVINGS/ALLOCATION	Name of Office: OSDS-FSD-BUDGET

CERTIFICATION

This is to certify that **Division of Malolos** has:

- [x] No Available Savings
- [ ] Available Savings
- [ ] Fund Allocation
- [ ] No Fund Allocation

to cover the PS/MOOE/CO/FE requirements for the Terminal Leave and Gratuity Benefits of one (1) employee of this Division.

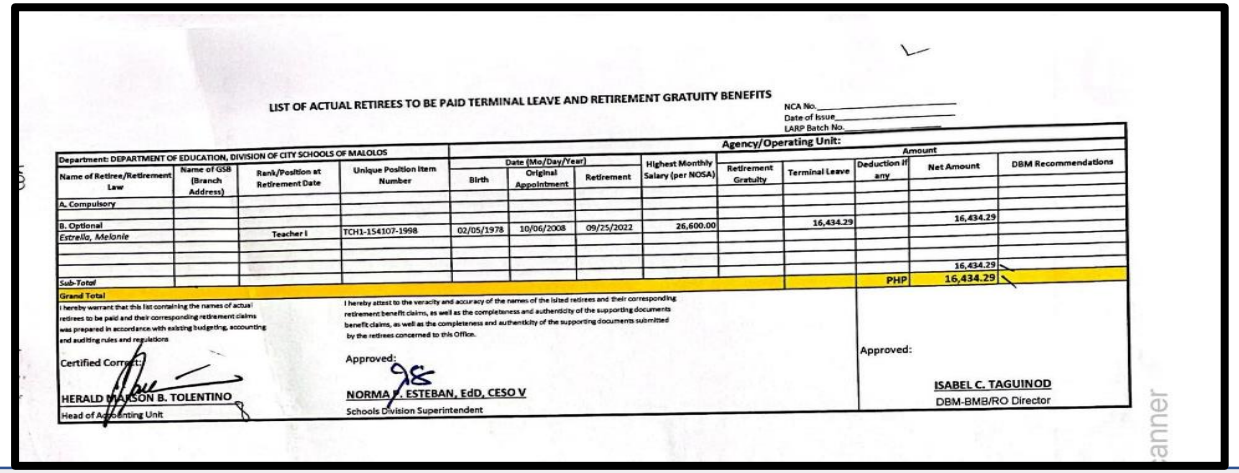
This certification is issued on the 6th day of February, 2023 to support the request amounting to sixteen thousand four hundred thirty-four & 29/100 ***(Php 16,434.29) ***

JERRYLIN L. SANTIAGO
Administrative Officer V
Finance Services

Noted by:

NORMA P. ESTEBAN EdD, CESO V
School Division Superintendent

CONTROL NO. 23-02-02



LIST OF ACTUAL RETIREES TO BE PAID TERMINAL LEAVE AND RETIREMENT GRATUITY BENEFITS

NCA No.
Date of Issue
LARP Batch No.

Department: DEPARTMENT OF EDUCATION, DIVISION OF CITY SCHOOLS OF MALOLOS
Agency/Operating Unit:

Name of Retiree/Retirement Law	Name of GSIS (Branch Address)	Rank/Position at Retirement Date	Unique Position Item Number	Date (Mo/Day/Year) Birth	Original Appointment	Retirement	Highest Monthly Salary (per NOSA)	Amount Retirement Gratuity	Terminal Leave	Deduction if any	Net Amount	DBM Recommendations
A. Compulsory												
B. Optional												
Estrella, Melonie		Teacher I	TCH1-154107-1998	02/05/1978	10/06/2008	09/25/2022	26,600.00		16,434.29		16,434.29	
Sub-Total											16,434.29	
Grand Total										PHP	16,434.29	

I hereby warrant that this list containing the names of actual retirees to be paid and their corresponding retirement claims was prepared in accordance with existing budgeting, accounting and auditing rules and regulations

Certified Correct:

HERALD MALSON B. TOLENTINO
Head of Accounting Unit

I hereby attest to the veracity and accuracy of the names of the listed retirees and their corresponding retirement benefit claims, as well as the completeness and authenticity of the supporting documents benefit claims, as well as the completeness and authenticity of the supporting documents submitted by the retirees concerned to this Office.

Approved:

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

Approved:

ISABEL C. TAGUINOD
DBM-BMB/RO Director

KRA 4

Special Budget Requests to Region and DBM

Special Budget Request to DBM for the 1st Quarter			
Type of Request	**Date Requested**	**Amount**	**Claimant**
Terminal Leave Benefits	January 20, 2023	38, 611.63	Annalie E. Cervantes
Terminal Leave Benefits	February 06, 2023	16, 434.29	Melanie Estrella
Salaries of 36 newly-hired personnel	March 22, 2023	7,104,777.52	Teaching Personnel

KRA 4

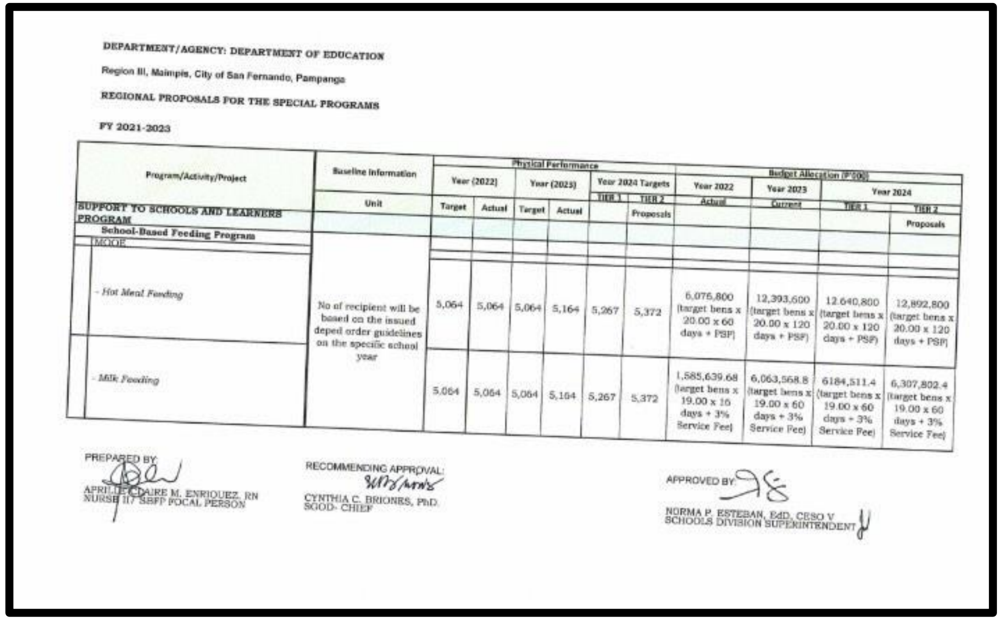
Special Budget Requests to Region and DBM

Special Budget Request to DBM for the 2nd Quarter			
Type of Request	**Date Requested**	**Amount**	**Claimant**
Terminal Leave Benefits	April 05, 2023	12,799.67	Abby M. Adriano
Terminal Leave Benefits	April 11, 2023	13,288.80	Justine Erth Perez
Terminal Leave Benefits	May 05, 2023	82,475.93	Victoria Perol
Terminal Leave Benefits	May 15, 2023	14,055.50	Veronica Dela Cruz
Terminal Leave Benefits	May 26, 2023	93,460.13	Cristalyn Mercado
Terminal Leave Benefits	June 06, 2023	23, 419. 99	Maria Leonora Cheng
Terminal Leave Benefits	June 16, 2023	165,970.00	Myrna Enriquez

Special Budget Request to Region			
Type of Request	**Date Requested**	**Amount**	**Claimant**
Terminal Leave Benefits	May 25, 2023	232,641. 30	Eufrocina Zafe
Loyalty Pay	June 22,2023	2,125,000.00	Schools Division Office of Malolos and 3 Implementing Units (BNHS; MMFSL and MHPNHS)

KRA 4

Budget Proposals for FY 2023 Submitted



DEPARTMENT/AGENCY: DEPARTMENT OF EDUCATION

Region III, Maimpis, City of San Fernando, Pampanga

REGIONAL PROPOSALS FOR THE SPECIAL PROGRAMS

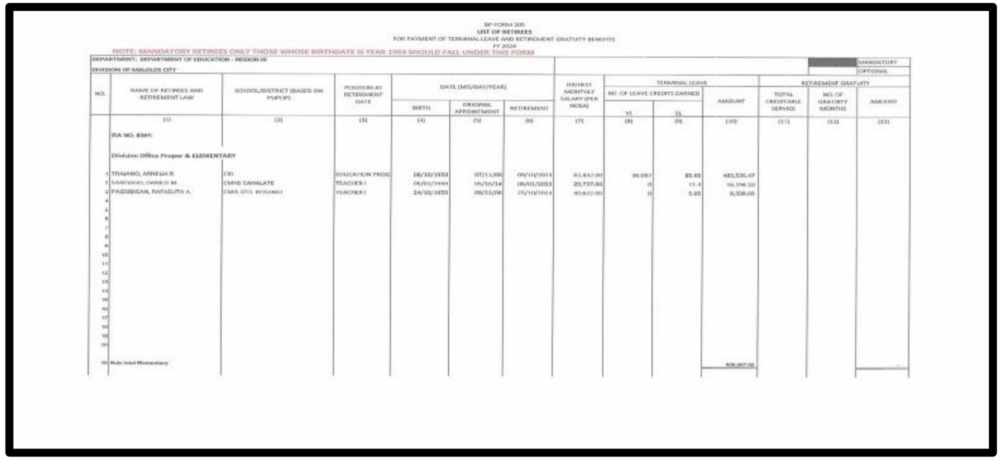
FY 2021-2023

Program/Activity/Project	Baseline Information	Physical Performance						Budget Allocation (P'000)			
		Year (2022)		Year (2023)		Year 2024 Targets		Year 2022	Year 2023	Year 2024	
	Unit	Target	Actual	Target	Actual	TIER 1	TIER 2 Proposals	Actual	Current	TIER 1	TIER 2 Proposals
SUPPORT TO SCHOOLS AND LEARNERS PROGRAM											
School-Based Feeding Program											
MOOE											
- Hot Meal Feeding	No of recipient will be based on the issued deped order guidelines on the specific school year	5,064	5,064	5,064	5,164	5,267	5,372	6,076,800 (target bens x 20.00 x 60 days + PSF)	12,393,600 (target bens x 20.00 x 120 days + PSF)	12.640.800 (target bens x 20.00 x 120 days + PSF)	12,892,800 (target bens x 20.00 x 120 days + PSF)
- Milk Feeding		5,064	5,064	5,064	5,164	5,267	5,372	1,585,639.68 (target bens x 19.00 x 16 days + 3% Service Fee)	6,063,568.8 (target bens x 19.00 x 60 days + 3% Service Fee)	6184,511.4 (target bens x 19.00 x 60 days + 3% Service Fee)	6,307,802.4 (target bens x 19.00 x 60 days + 3% Service Fee)

PREPARED BY:
APRILLE CLAIRE M. ENRIQUEZ, RN
NURSE II/ SBFP FOCAL PERSON

RECOMMENDING APPROVAL:
CYNTHIA C. BRIONES, PhD.
SGOD- CHIEF

APPROVED BY:
NORMA P. ESTEBAN, EdD, CESO V
SCHOOLS DIVISION SUPERINTENDENT



BP FORM 205
LIST OF RETIREES
FOR PAYMENT OF TERMINAL LEAVE AND RETIREMENT GRATUITY BENEFITS
FY 2024

NOTE: MANDATORY RETIREES ONLY THOSE WHOSE BIRTHDATE IS YEAR 1959 SHOULD FALL UNDER THIS FORM

DEPARTMENT: DEPARTMENT OF EDUCATION - REGION III
DIVISION OF MALOLOS CITY

NO.	NAME OF RETIREES AND RETIREMENT LAW	SCHOOL/DISTRICT (BASED ON PSIPOP)	POSITION AT RETIREMENT DATE	DATE (MO/DAY/YEAR) BIRTH	ORIGINAL APPOINTMENT	RETIREMENT	HIGHEST MONTHLY SALARY (PER NOSA)	TERMINAL LEAVE: NO. OF LEAVE CREDITS EARNED VL	SL	AMOUNT	RETIREMENT GRATUITY: TOTAL CREDITABLE SERVICE	NO. OF GRATUITY MONTHS	AMOUNT
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
	RA NO. 8291:												
	Division Office Proper & ELEMENTARY												
1	TRAJANO, ARNELIA R	[illegible]	EDUCATION PROG	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]			
2	SANTIAGO, [illegible]	CMHS CANALATE	TEACHER I	[illegible]	[illegible]	[illegible]	[illegible]	0	[illegible]	[illegible]			
3	PAGSISIGAN, RAFAELITA A.	CMES STO. ROSARIO	TEACHER I	[illegible]	[illegible]	[illegible]	[illegible]	0	[illegible]	[illegible]			



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF CITY OF MALOLOS

February 02, 2023

MAY B. ECLAR PhD, CESO III
Regional Director
Regional Office III
Maimpis, City of San Fernando, Pampanga

ATTENTION: ANGELINA S. MANIO
Supervising Administrative Officer/
OIC-Chief, Finance Services

Madam:

Greetings.

In compliance with the Regional Memorandum No. 0030, s. 2023 dated January 20, 2023 on the Preparation and Submission of FY 2024 Budget Proposals, we are submitting herewith the following FY 2024 Budget Proposals of this Division:

a. Requirements for the construction of classrooms, laboratory buildings, school furniture (students' table and chair sets and teachers' table and chair sets), new teacher positions, and textbooks on teachers' manual using the eBEIS/LIS databases and PRRD-ROII Templates;
b. Priority List of Classrooms/School Buildings Needing Repair;
c. Requirements for the Rehabilitation of Gabaldon School buildings;
d. Requirements for School Site Surveying and Titling;
e. School-Based Feeding Program;
f. List of Retirees (BP Form 205);
g. Staffing Summary of Non-Permanent Positions (BP 204) Casual Employees and Substitute Teachers chargeable against PS;
h. Updated List of Teachers, ALS Coordinators and Multi-grade Teachers entitled to Special Hardship Allowance;
i. List of Unimplemented ERFs/MFs and Reclassification of Positions as of December 31, 2022;
j. Updated List of Public Health Workers entitled to Subsistence and Laundry Allowance and Hazard Allowance;
k. Summary List of Equipment Needed;
l. Proposed Non-Teaching positions (Administrative positions)
m. Requirements for Learning Tools and Equipment and;
n. Requirements for Computerization Program

Thank you very much!

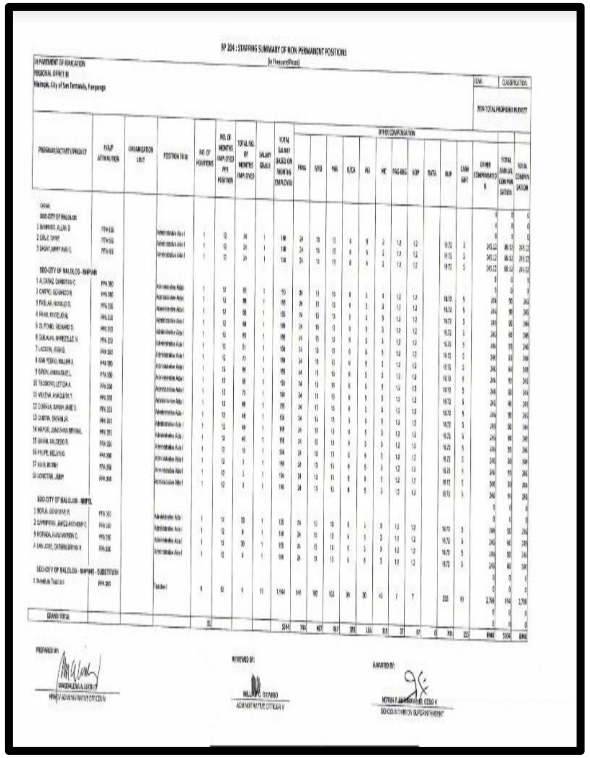
Very truly yours,

NORMA P. ESTEBAN EdD, CESO V
Schools Division Superintendent

CONTROL NO. [illegible]

Tel./Fax No. (044) 795-0684
Email Address: malolos.city@deped.gov.ph
Website: depedmalolos.com

ISO 9001:2015 CERTIFIED
Registration No. 50500909 QM15



BP 204 - STAFFING SUMMARY OF NON-PERMANENT POSITIONS

KRA 4

Budget Proposals for FY 2023 Submitted

Budget Proposal Forms for FY 2024 submitted to Region
a.) Requirements for the construction of classrooms, laboratory buildings, school furniture (students' table and chair sets and teachers' table and chair sets), new teacher positions. and textbooks on teachers' manual using the eBEIS/LIS databases and PRRD-ROIII Templates
b.) Priority list of Classrooms/School Buildings Needing Repair;
c.) Requirements for the Rehabilitation of Gabaldon School buildings;
d.) Requirements for School Site Surveying and Titling;
e.) School-Based Feeding Program;
f.) List of Retirees (BP Form 205);
g.) Staffing Summary of Non-Permanent Positions (BP 204) Casual Employees and Substitute Teachers chargeable against PS;
h.) Updated List of Teachers, ALS Coordinators and Multigrade Teachers entitled to Special Hardship Allowance

KRA 4

Budget Proposals for FY 2023 Submitted

Budget Proposal Forms for FY 2024 submitted to Region
i.) List of Unimplemented ERFs/MTs and Reclassification of Positions as of December 31, 2022:
j.) Updated list of Public Health workers entitled lo Subsistence and Laundry Allowance and Hazard Allowance;
k.) Summary List of Equipment Needed;
l.) Proposed Non-Teaching positions (Administrative positions)
m.) Requirements for Learning Tools and Equipment and;
n.) Requirements for Computerization Program

KRA 4

Objective 2
(5%)

Supervised the division office management with economical, efficient, and effective accounting and budgeting services to ensure the cost-effective utilization of financial resources



KRA 4

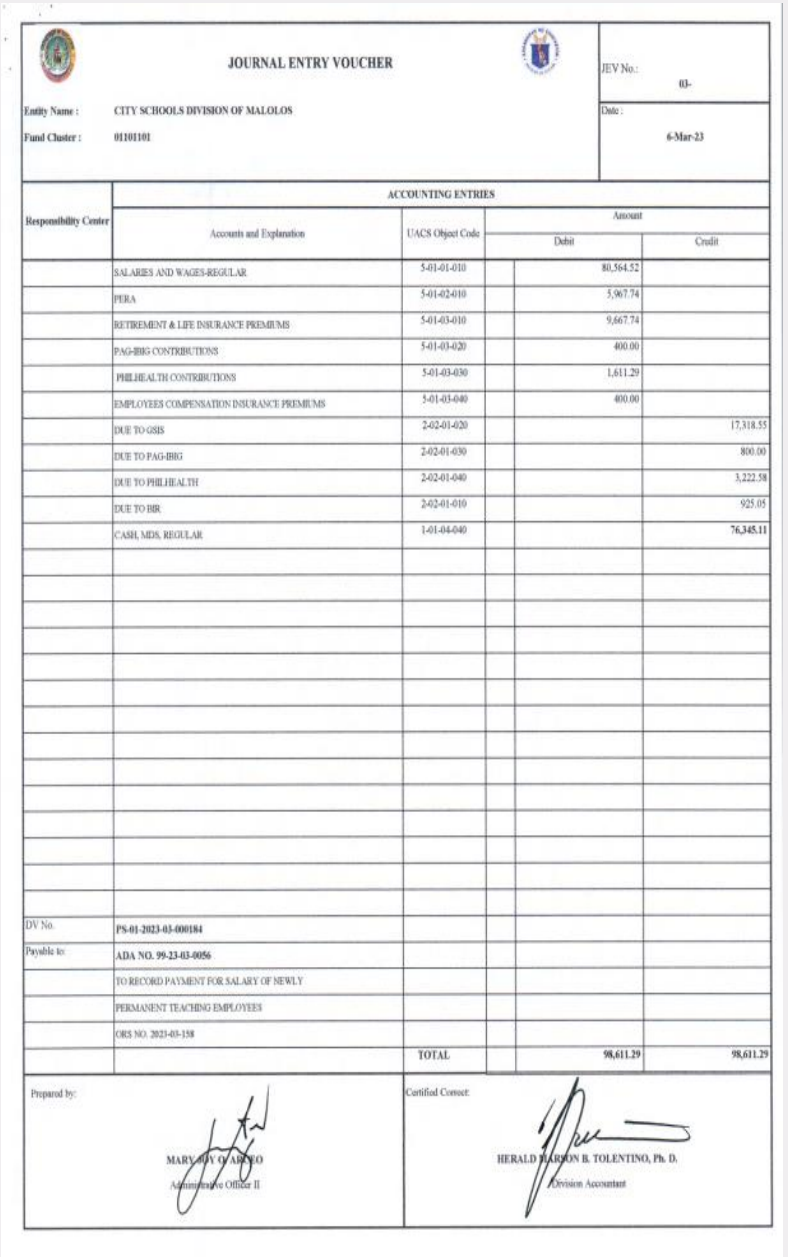
Q	E	T	Average	Score
5	5	5	5	**0.250**

Utilization Rate
DepEd- SDO City of Malolos
1st Quarter of 2023

	ALLOTMENT	OBLIGATIONS	DISBURSEMENT	BUR	DISBURSEMENT RATE
RLIP	87,973,000.00	22,029,503.84	22,020,288.15	25.04%	99.96%
PS	970,427,000.00	211,861,814.08	193, 396,803.28	21.83%	91.28%
MOOE	67,427,000.00	21,805,958.78	19,240,296.77	32.34%	88.23%
CO	-	-	-	-	-
TOTAL	1,125,827,000.00	255,697,276.70	234,657,388.20	22.71%	91.77%



Objective 2. Supervised the Division Office Management with economical, efficient and effective accounting and budgeting services to ensure the cost effective utilization of financial resources



JOURNAL ENTRY VOUCHER

JEV No.: 03-

Entity Name: CITY SCHOOLS DIVISION OF MALOLOS

Fund Cluster: 01101101

Date: 6-Mar-23

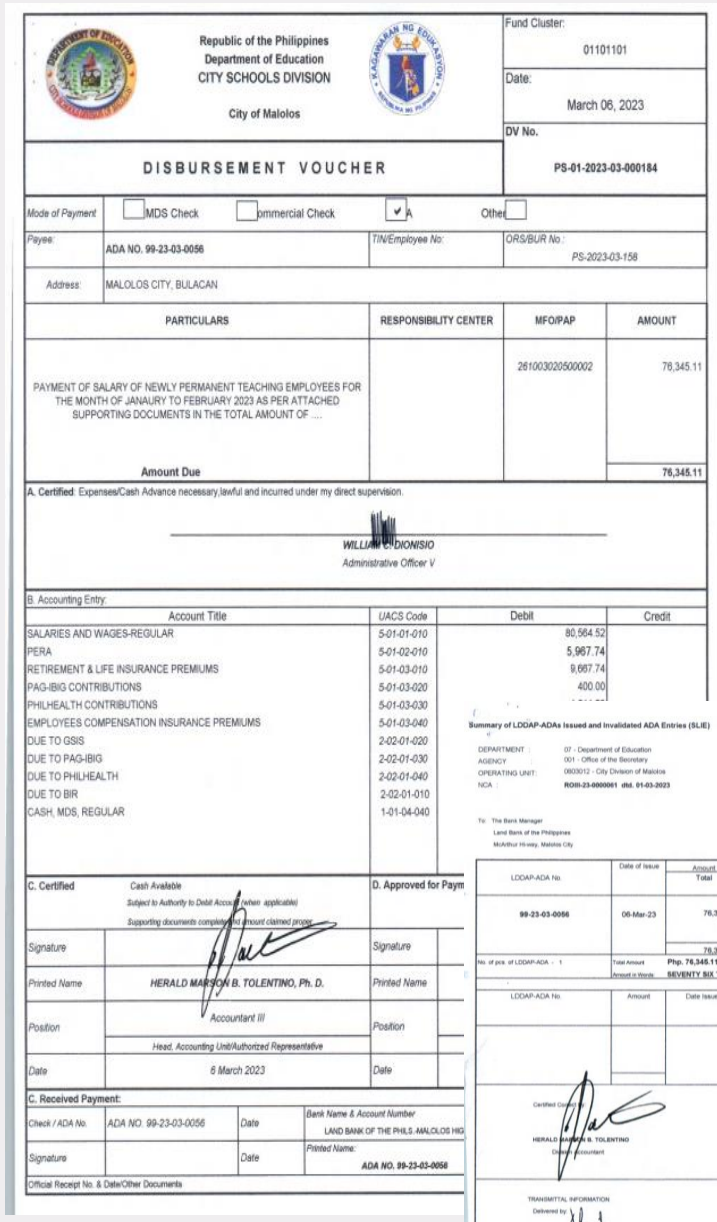
Responsibility Center	Accounts and Explanation	UACS Object Code	Amount Debit	Amount Credit
	ACCOUNTING ENTRIES			
	SALARIES AND WAGES-REGULAR	5-01-01-010	80,564.52	
	PERA	5-01-02-010	5,967.74	
	RETIREMENT & LIFE INSURANCE PREMIUMS	5-01-03-010	9,667.74	
	PAG-IBIG CONTRIBUTIONS	5-01-03-020	400.00	
	PHILHEALTH CONTRIBUTIONS	5-01-03-030	1,611.29	
	EMPLOYEES COMPENSATION INSURANCE PREMIUMS	5-01-03-040	400.00	
	DUE TO GSIS	2-02-01-020		17,318.55
	DUE TO PAG-IBIG	2-02-01-030		800.00
	DUE TO PHILHEALTH	2-02-01-040		3,222.58
	DUE TO BIR	2-02-01-010		925.05
	CASH, MDS, REGULAR	1-01-04-040		76,345.11
DV No.	PS-01-2023-03-000184			
Payable to:	ADA NO. 99-23-03-0056			
	TO RECORD PAYMENT FOR SALARY OF NEWLY			
	PERMANENT TEACHING EMPLOYEES			
	ORS NO. 2023-03-158			
		TOTAL	98,611.29	98,611.29

Prepared by:

MARY JOY O. ARCEO
Administrative Officer II

Certified Correct:

HERALD MARSON B. TOLENTINO, Ph. D.
Division Accountant



Republic of the Philippines
Department of Education
CITY SCHOOLS DIVISION
City of Malolos

Fund Cluster: 01101101

Date: March 06, 2023

DV No. PS-01-2023-03-000184

DISBURSEMENT VOUCHER

Mode of Payment: MDS Check; Commercial Check; ☑ A; Other

Payee: ADA NO. 99-23-03-0056 | TIN/Employee No: | ORS/BUR No.: PS-2023-03-158

Address: MALOLOS CITY, BULACAN

PARTICULARS	RESPONSIBILITY CENTER	MFO/PAP	AMOUNT
PAYMENT OF SALARY OF NEWLY PERMANENT TEACHING EMPLOYEES FOR THE MONTH OF JANAURY TO FEBRUARY 2023 AS PER ATTACHED SUPPORTING DOCUMENTS IN THE TOTAL AMOUNT OF		261003020500002	76,345.11
Amount Due			76,345.11

A. Certified: Expenses/Cash Advance necessary,lawful and incurred under my direct supervision.

WILLIAM C. DIONISIO
Administrative Officer V

B. Accounting Entry:

Account Title	UACS Code	Debit	Credit
SALARIES AND WAGES-REGULAR	5-01-01-010	80,564.52	
PERA	5-01-02-010	5,967.74	
RETIREMENT & LIFE INSURANCE PREMIUMS	5-01-03-010	9,667.74	
PAG-IBIG CONTRIBUTIONS	5-01-03-020	400.00	
PHILHEALTH CONTRIBUTIONS	5-01-03-030		
EMPLOYEES COMPENSATION INSURANCE PREMIUMS	5-01-03-040		
DUE TO GSIS	2-02-01-020		
DUE TO PAG-IBIG	2-02-01-030		
DUE TO PHILHEALTH	2-02-01-040		
DUE TO BIR	2-02-01-010		
CASH, MDS, REGULAR	1-01-04-040		

C. Certified: Cash Available; Subject to Authority to Debit Account (when applicable); Supporting documents complete and amount claimed proper

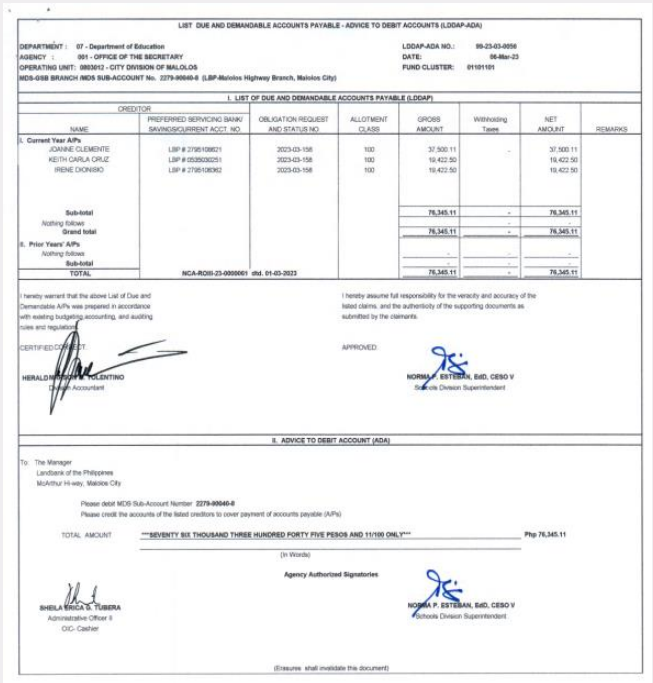
D. Approved for Payment

	C. Certified	D. Approved for Payment
Signature		
Printed Name	HERALD MARSON B. TOLENTINO, Ph. D.	
Position	Accountant III Head, Accounting Unit/Authorized Representative	
Date	6 March 2023	

C. Received Payment:

Check / ADA No.	ADA NO. 99-23-03-0056	Date	Bank Name & Account Number: LAND BANK OF THE PHILS -MALOLOS HIG
Signature		Date	Printed Name: ADA NO. 99-23-03-0056

Official Receipt No. & Date/Other Documents



LIST DUE AND DEMANDABLE ACCOUNTS PAYABLE - ADVICE TO DEBIT ACCOUNTS (LDDAP-ADA)

DEPARTMENT: 07 - Department of Education
AGENCY: 001 - OFFICE OF THE SECRETARY
OPERATING UNIT: 0803012 - CITY DIVISION OF MALOLOS
MDS-GSB BRANCH /MDS SUB-ACCOUNT No. 2279-00040-8 (LBP-Malolos Highway Branch, Malolos City)

LDDAP-ADA NO.: 99-23-03-0056
DATE: 06-Mar-23
FUND CLUSTER: 01101101

I. LIST OF DUE AND DEMANDABLE ACCOUNTS PAYABLE (LDDAP)

NAME	CREDITOR: PREFERRED SERVICING BANK/ SAVING/CURRENT ACCT. NO.	OBLIGATION REQUEST AND STATUS NO.	ALLOTMENT CLASS	GROSS AMOUNT	Withholding Taxes	NET AMOUNT	REMARKS
I. Current Year A/Ps							
JOANNE CLEMENTE	LBP # 2795108621	2023-03-156	100	37,500.11	-	37,500.11	
KEITH CARLA CRUZ	LBP # 0535030251	2023-03-158	100	19,422.50		19,422.50	
IRENE DIONISIO	LBP # 2795108362	2023-03-158	100	19,422.50		19,422.50	
Sub-total				76,345.11	-	76,345.11	
Nothing follows							
Grand total				76,345.11	-	76,345.11	
II. Prior Years' A/Ps							
Nothing follows				-	-	-	
Sub-total				-	-	-	
TOTAL	NCA-ROIII-23-0000001 dtd. 01-03-2023			76,345.11	-	76,345.11	

I hereby warrant that the above List of Due and Demandable A/Ps was prepared in accordance with existing budgeting,accounting, and auditing rules and regulations.

CERTIFIED CORRECT:
HERALD MARSON B. TOLENTINO
Division Accountant

I hereby assume full responsibility for the veracity and accuracy of the listed claims, and the authenticity of the supporting documents as submitted by the claimants.

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

II. ADVICE TO DEBIT ACCOUNT (ADA)

To: The Manager
Landbank of the Philippines
McArthur Hi-way, Malolos City

Please debit MDS Sub-Account Number 2279-00040-8
Please credit the accounts of the listed creditors to cover payment of accounts payable (A/Ps)

TOTAL AMOUNT: ***SEVENTY SIX THOUSAND THREE HUNDRED FORTY FIVE PESOS AND 11/100 ONLY*** Php 76,345.11
(In Words)

Agency Authorized Signatories

SHEILA MICA G. TUBERA
Administrative Officer II
OIC- Cashier

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

(Erasures shall invalidate this document)



Summary of LDDAP-ADAs Issued and Invalidated ADA Entries (SLIE)

DEPARTMENT: 07 - Department of Education
AGENCY: 001 - Office of the Secretary
OPERATING UNIT: 0803012 - City Division of Malolos
NCA: ROIII-23-0000001 dtd. 01-03-2023

FUND CLUSTER: 01101101
SLIE No: 2023-0056
DATE: March 06, 2023

To: The Bank Manager
Land Bank of the Philippines
McArthur Hi-way, Malolos City

LDDAP-ADA No.	Date of Issue	Amount Total	Allotment/Object Class PS	MODE	CO	FINEX	Remarks
99-23-03-0056	06-Mar-23	76,345.11	76,345.11	-	-	-	
		76,345.11					

No. of pcs. of LDDAP-ADA: 1 | Total Amount: Php. 76,345.11 | Amount in Words: SEVENTY SIX THOUSAND THREE HUNDRED FORTY FIVE PESOS AND 11/100ONLY

For GSB Use Only

LDDAP-ADA No.	Amount	Date Issued	TED ENTRIES OF PREVIOUSLY ISSUED LDDAP-ADAs: Allotment/Object Class PS	MODE	CO	FINEX	TOTAL	Remarks

Certified Correct:
HERALD MARSON B. TOLENTINO
Division Accountant

Approved by:
NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent

TRANSMITTAL INFORMATION
Delivered by:
SHEILA MICA G. TUBERA
Administrative Officer II
OIC- Cashier

Received by:
(Signature)
(Name in Print)
(Designation)

* Indicate the description/name and UACS code

KRA 4

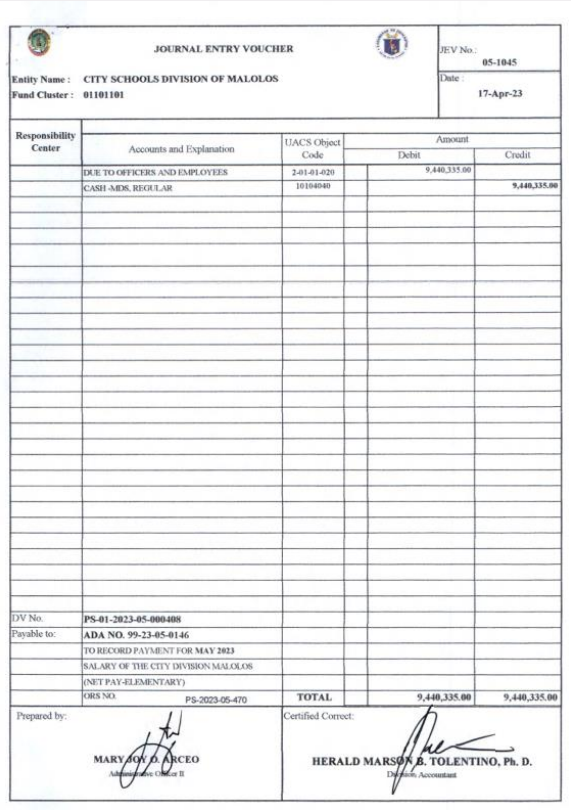
Objective 2. Supervised the Division Office Management with economical, efficient and effective accounting and budgeting services to ensure the cost effective utilization of financial resources

Utilization Rate
DepEd- SDO City of Malolos
2nd Quarter of 2023

	ALLOTMENT	OBLIGATIONS	DISBURSEMENT	BUR	DISBURSEMENT RATE
RLIP	88,206,490.00	22,438,540.97	22,379,614.79	25.44%	99.74%
PS	985,337,229.22	274,999,694.44	271,856,479.61	27.91%	98.86%
MOOE	78,355,849.38	20,519,761.20	22,083,524.27	26.19%	107.62%
CO	697,765.80	17,941.64	17,941.64	2.57%	100.00%
TOTAL	1,152,597,334.40	317,975,938.25	316,337,560.31	27.59%	99.48%



Objective 2. Supervised the Division Office Management with economical, efficient and effective accounting and budgeting services to ensure the cost effective utilization of financial resources



JOURNAL ENTRY VOUCHER

JEV No.: 05-1045
Date: 17-Apr-23

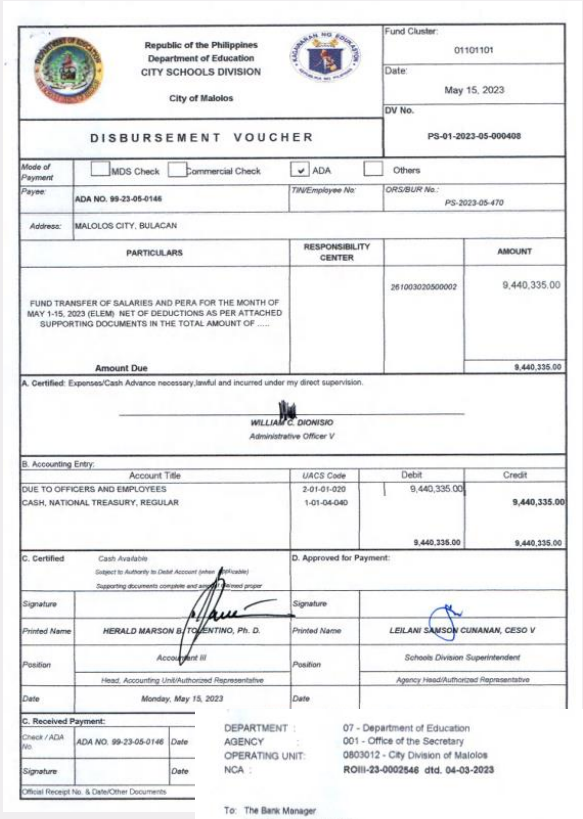
Entity Name : CITY SCHOOLS DIVISION OF MALOLOS
Fund Cluster : 01101101

Responsibility Center	Accounts and Explanation	UACS Object Code	Amount Debit	Amount Credit
	DUE TO OFFICERS AND EMPLOYEES	2-01-01-020	9,440,335.00	
	CASH -MDS, REGULAR	10104040		9,440,335.00

DV No. PS-01-2023-05-000408
Payable to: ADA NO. 99-23-05-0146
TO RECORD PAYMENT FOR MAY 2023
SALARY OF THE CITY DIVISION MALOLOS
(NET PAY-ELEMENTARY)
ORS NO. PS-2023-05-470 TOTAL 9,440,335.00 9,440,335.00

Prepared by:
MARY JOY D. ARCEO
Administrative Officer II

Certified Correct:
HERALD MARSON B. TOLENTINO, Ph. D.
Division Accountant



Republic of the Philippines
Department of Education
CITY SCHOOLS DIVISION
City of Malolos

Fund Cluster: 01101101
Date: May 15, 2023
DV No. PS-01-2023-05-000408

DISBURSEMENT VOUCHER

Mode of Payment: MDS Check Commercial Check ADA Others
Payee: ADA NO. 99-23-05-0146
TIN/Employee No:
ORS/BUR No.: PS-2023-05-470
Address: MALOLOS CITY, BULACAN

PARTICULARS	RESPONSIBILITY CENTER		AMOUNT
FUND TRANSFER OF SALARIES AND PERA FOR THE MONTH OF MAY 1-15, 2023 (ELEM) NET OF DEDUCTIONS AS PER ATTACHED SUPPORTING DOCUMENTS IN THE TOTAL AMOUNT OF		261003020500002	9,440,335.00
Amount Due			9,440,335.00

A. Certified: Expenses/Cash Advance necessary,lawful and incurred under my direct supervision.
WILLIAM C. DIONISIO
Administrative Officer V

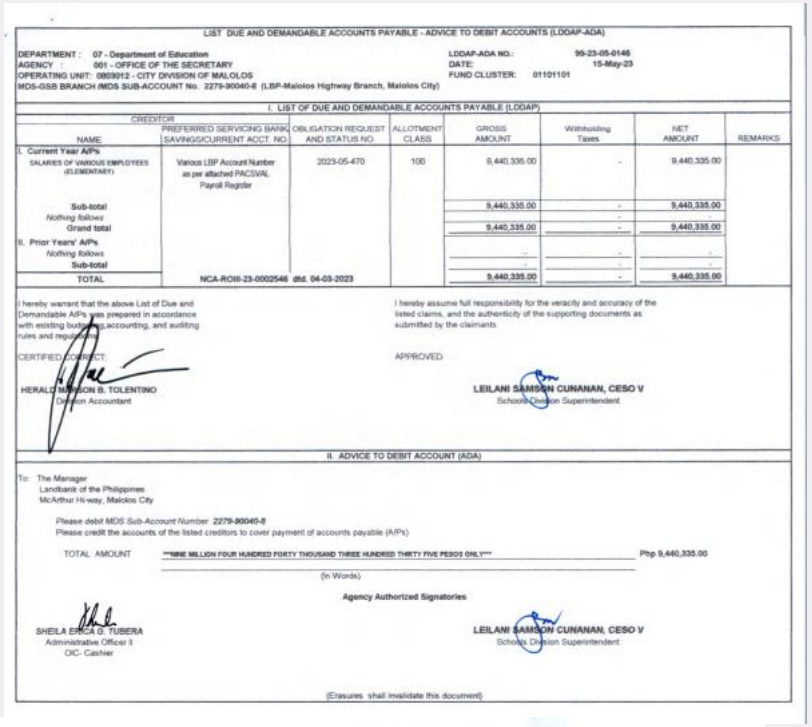
B. Accounting Entry:

Account Title	UACS Code	Debit	Credit
DUE TO OFFICERS AND EMPLOYEES	2-01-01-020	9,440,335.00	
CASH, NATIONAL TREASURY, REGULAR	1-01-04-040		9,440,335.00
		9,440,335.00	9,440,335.00

C. Certified: Cash Available; Subject to Authority to Debit Account (when applicable); Supporting documents complete and amounts verified proper
Signature
Printed Name: HERALD MARSON B. TOLENTINO, Ph. D.
Position: Accountant III; Head, Accounting Unit/Authorized Representative
Date: Monday, May 15, 2023

D. Approved for Payment:
Signature
Printed Name: LEILANI SAMSON CUNANAN, CESO V
Position: Schools Division Superintendent; Agency Head/Authorized Representative
Date

C. Received Payment:
Check / ADA No. ADA NO. 99-23-05-0146 Date
Signature Date
Official Receipt No. & Date/Other Documents



LIST DUE AND DEMANDABLE ACCOUNTS PAYABLE - ADVICE TO DEBIT ACCOUNTS (LDDAP-ADA)

DEPARTMENT : 07 - Department of Education
AGENCY : 001 - OFFICE OF THE SECRETARY
OPERATING UNIT: 0803012 - CITY DIVISION OF MALOLOS
MDS-GSB BRANCH /MDS SUB-ACCOUNT No. 2279-90040-8 (LBP-Malolos Highway Branch, Malolos City)
LDDAP-ADA NO.: 99-23-05-0146
DATE: 15-May-23
FUND CLUSTER: 01101101

I. LIST OF DUE AND DEMANDABLE ACCOUNTS PAYABLE (LDDAP)

NAME	CREDITOR: PREFERRED SERVICING BANK, SAVING/CURRENT ACCT. NO.	OBLIGATION REQUEST AND STATUS NO.	ALLOTMENT CLASS	GROSS AMOUNT	Withholding Taxes	NET AMOUNT	REMARKS
I. Current Year A/Ps							
SALARIES OF VARIOUS EMPLOYEES (ELEMENTARY)	Various LBP Account Number as per attached PACSVAL Payroll Register	2023-05-470	100	9,440,335.00	-	9,440,335.00	
Sub-total				9,440,335.00	-	9,440,335.00	
Nothing follows				-	-	-	
Grand total				9,440,335.00	-	9,440,335.00	
II. Prior Years' A/Ps							
Nothing follows				-	-	-	
Sub-total				-	-	-	
TOTAL	NCA-ROIII-23-0002546 dtd. 04-03-2023			9,440,335.00	-	9,440,335.00	

I hereby warrant that the above List of Due and Demandable A/Ps was prepared in accordance with existing budgeting, accounting, and auditing rules and regulations.
CERTIFIED CORRECT:
HERALD MARSON B. TOLENTINO
Division Accountant

I hereby assume full responsibility for the veracity and accuracy of the listed claims, and the authenticity of the supporting documents as submitted by the claimants.
APPROVED:
LEILANI SAMSON CUNANAN, CESO V
Schools Division Superintendent

II. ADVICE TO DEBIT ACCOUNT (ADA)

To: The Manager
Landbank of the Philippines
McArthur Hi-way, Malolos City

Please debit MDS Sub-Account Number 2279-90040-8
Please credit the accounts of the listed creditors to cover payment of accounts payable (A/Ps)

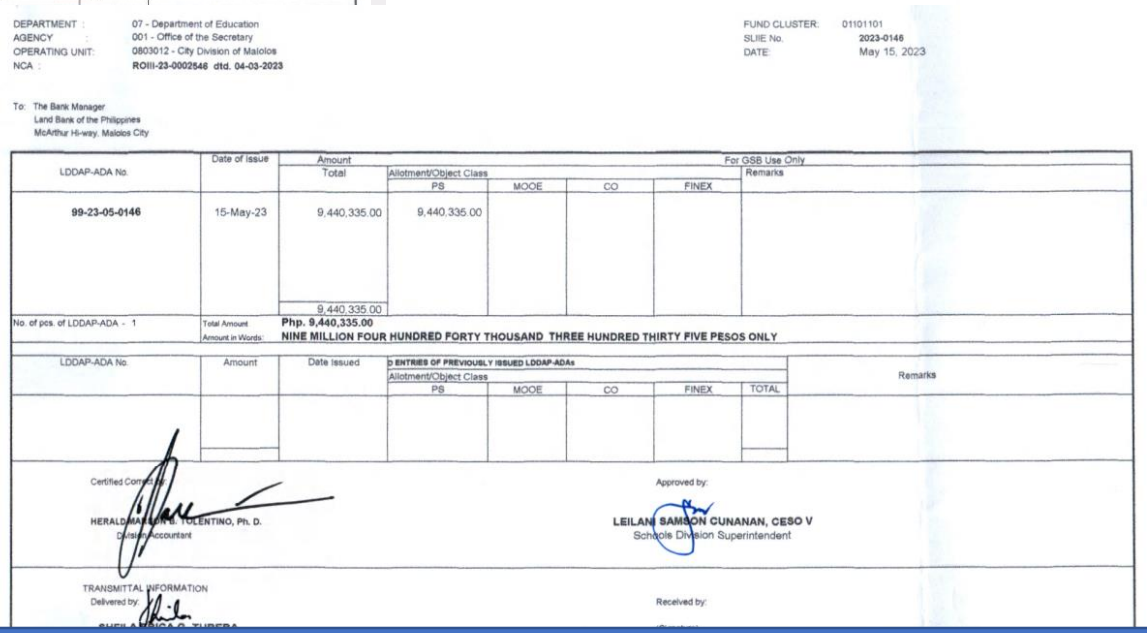
TOTAL AMOUNT ***NINE MILLION FOUR HUNDRED FORTY THOUSAND THREE HUNDRED THIRTY FIVE PESOS ONLY*** Php 9,440,335.00
(In Words)

Agency Authorized Signatories

SHEILA ERICA G. TUBERA
Administrative Officer II
OIC- Cashier

LEILANI SAMSON CUNANAN, CESO V
Schools Division Superintendent

(Erasures shall invalidate this document)



DEPARTMENT : 07 - Department of Education
AGENCY : 001 - Office of the Secretary
OPERATING UNIT: 0803012 - City Division of Malolos
NCA : ROIII-23-0002546 dtd. 04-03-2023

FUND CLUSTER: 01101101
SLIE No. 2023-0146
DATE: May 15, 2023

To: The Bank Manager
Land Bank of the Philippines
McArthur Hi-way, Malolos City

LDDAP-ADA No.	Date of Issue	Amount Total	Allotment/Object Class PS	MOOE	CO	FINEX	For GSB Use Only Remarks
99-23-05-0146	15-May-23	9,440,335.00	9,440,335.00				
		9,440,335.00					

No. of pcs. of LDDAP-ADA - 1
Total Amount: Php. 9,440,335.00
Amount in Words: NINE MILLION FOUR HUNDRED FORTY THOUSAND THREE HUNDRED THIRTY FIVE PESOS ONLY

LDDAP-ADA No.	Amount	Date Issued	D ENTRIES OF PREVIOUSLY ISSUED LDDAP-ADAs Allotment/Object Class PS	MOOE	CO	FINEX	TOTAL	Remarks

Certified Correct:
HERALD MARSON B. TOLENTINO, Ph. D.
Division Accountant

Approved by:
LEILANI SAMSON CUNANAN, CESO V
Schools Division Superintendent

TRANSMITTAL INFORMATION
Delivered by:
Received by:

KRA 4

Objective 2. Supervised the Division Office Management with economical, efficient and effective accounting and budgeting services to ensure the cost effective utilization of financial resources

JOURNAL ENTRY VOUCHER

JEV No.: 04-

Date: 1-Apr-23

Entity Name : CITY SCHOOLS DIVISION OF MALOLOS

Fund Cluster : 01101101

Responsibility Center	Accounts and Explanation	UACS Object Code		Amount Debit	Amount Credit
	ACCOUNTING ENTRIES				
	CLOTHING/UNIFORM ALLOWANCE- CIVILIAN	5-01-02-040-00	P	8,748,000.00	
	CASH -MDS, REGULAR	10104040			8,748,000.00
DV No.	PS-01-2023-04-000280				
Payable to:	LAND BANK OF THE PHILIPPINES				
	TO RECORD PAYMENT FOR CLOTHING ALLOWANCES FY 2023				
	ORS NO. 2023-03-272				
		TOTAL		8,748,000.00	8,748,000.00

Prepared by:

MARY JOY D. ARCEO
Administrative Officer II

Certified Correct:

HERALD MARSON B. TOLENTINO
Division Accountant

002279-9004-08

TREASURER OF THE PHILIPPINES FOR THE ACCOUNT OF DEPED MALOLOS

0000222687

"Member: PDIC"

DATE: 04-01-2023

PAY TO THE ORDER OF *** LAND BANK OF THE PHILIPPINES ***

P 8,748,000.00

PESOS *** EIGHT MILLION SEVEN HUNDRED FORTY-EIGHT THOUSAND PESOS ONLY ***

// We allow the electronic clearing of this check and hereby waive the presentation for payment of this original to LANDBANK.

LANDBANK
MALOLOS HIGHWAY BRANCH
MCARTHUR HIGHWAY, DAKILA, CITY OF MALOLOS
BULACAN

SHEILA ERICA O. TOLERA
Admin. Officer II/OIC-Cashier

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

⑈0000222687⑈ 13035⑈0138⑈00222799004084⑈ 000

Republic of the Philippines
Department of Education
CITY SCHOOLS DIVISION
City of Malolos

Fund Cluster: 01101101

Date: April 01, 2023

DV No. PS-01-2023-04-000280

DISBURSEMENT VOUCHER

Mode of Payment: ☐ MDS Check ☐ Commercial Check ☑ ADA ☐ Other

Payee: LAND BANK OF THE PHILIPPINES | TIN/Employee No: | ORS/BUR No.: PS-2023-03-272

Address: MALOLOS CITY, BULACAN

PARTICULARS	RESPONSIBILITY CENTER	MFO/PAP	AMOUNT
PAYMENT OF CLOTHING ALLOWANCE OF PERMANENT EMPLOYEES FOR CY 2023 AS PER ATTACHED SUPPORTING DOCUMENTS IN THE TOTAL AMOUNT OF		261003020500002	8,748,000.00
Amount Due			8,748,000.00

A. Certified: Expenses/Cash Advance necessary,lawful and incurred under my direct supervision.

WILLIAM C. DIONISIO
Administrative Officer V

B. Accounting Entry:

Account Title	UACS Code	Debit	Credit
CLOTHING/UNIFORM ALLOWANCE- CIVILIAN	5-01-02-040-00	8,748,000.00	
CASH, MDS, REGULAR	1-01-04-040		8,748,000.00
		8,748,000.00	8,748,000.00

C. Certified Cash Available; Subject to Authority to Debit Account (when applicable); Supporting documents complete and amount claimed proper

D. Approved for Payment:

	C. Certified	D. Approved for Payment:
Signature		
Printed Name	HERALD MARSON B. TOLENTINO, Ph. D.	NORMA P. ESTEBAN, EdD, CESO V
Position	Accountant III	Schools Division Superintendent
	Head, Accounting Unit/Authorized Representative	Agency Head/Authorized Representative
Date	1 April 2023	

C. Received Payment:

Check / ADA No.	LAND BANK OF THE PHILIPPINES	Date	Bank Name & Account Number	LAND BANK OF THE PHILS.-MALOLOS HIGHWAY
Signature		Date	Printed Name:	LAND BANK OF THE PHILIPPINES

JEV NO. 04-

Date 04/01/2023

Official Receipt No. & Date/Other Documents

Objective 2. Supervised the Division Office Management with economical, efficient and effective accounting and budgeting services to ensure the cost effective utilization of financial resources

Objective 3
(5%)

Led in the preparation and recommended approval of budgets of schools and all learning centers within the Division to the provincial-city board after conferring with them on matters affecting school appropriations and disbursements



KRA 4

Q	E	T	Average	Score
5	5	5	5	**0.250**

Implementation of the PPA's included in the budget
Submitted SEF budget utilization report

SEF Budget Accountability Form No. 1

CITY OF MALOLOS
REPORT of SEF UTILIZATION
Second Quarter Calendar Year 2023

Receipt from Special Education Fund		170,626,509.92
Less: Disbursements		
Maintenance and Other Operating Expenses		
Training Expenses	139,804.00	
Office Supplies Expense	140,373.26	
Fuel, Oil and Lubricants Expenses	213,556.14	
Other Supplies and Materials Expenses	4,339,336.32	
Janitorial Services	2,729,570.14	
Security Services	554,429.03	
Other Professional Services	1,969,992.78	
Rent Expenses	430,000.00	
Other Maintenance and Operating Expenses	37,632,795.64	
Total	48,149,857.31	
Capital Outlay		
Office Equipment	34,750.00	
Information and Communication Technology Equipment	4,450,740.00	
Land Improvement	13,323,734.26	
Flood Control System	110,531.17	
Buildings	10,752,863.60	
School Buildings	2,214,886.60	
Computer Software	2,420,000.00	
Total	33,307,505.63	
Total Disbursements	81,457,362.94	47.74%
Balance	89,169,146.98	

We hereby certify that we have reviewed the contents and hereby attest to the veracity and correctness of the data or Informatiopn contained in this document.

MA. EUGENE F. DIMAGIBA 7/10
City Accountant

ATTY. [illegible] NATIVIDAD
City Mayor
Chairman-LSB

Received 7/12/23

KRA 4

Objective 3 - Led in the preparation and recommended approval of budgets of schools and all learning centers within the Division to the provincial-city board after conferring with them on matters affecting school appropriations and disbursements

SEF Budget Utilization Report
(1st Semester)

INCOME AND EXPENDITURE ESTIMATES FOR FY 2023	UTILIZATION AS OF JULY 2023
I. Operation and Maintenance of Public Schools	
A. Additional Teachers in Senior High School	840,493.98
B. Utility Workers in Public Schools	3,170,766.53
C.Security Guards in Public Schools	643,774.48
D.Literacy Facilitators	34,500.00
E.SPED Learning Facilitators	839,998.80
F. Madrasah Learning Facilitators (P 8,000.00) x 12mos.	192,000.00
G. Supplies and Materials Expenses	143,847.51
H.Other maintenance and Other Operating Expenses	430,000.00
II. Construction of School Building purchase of Furnitures	
2. Purchase of Furnitures	5,000,000.00
3. Repair and Maintenance of School Buildings	5,000,000.00
III. Facilities and Equipment	
1. Provision of Tools and Equipment for SPED Learners under the Transition Program of SDO-City of Malolos (MOOE)	55,101.00
2. Provision of Tools and Equipment for SPED Learners under the Transition Program of SDO-City of Malolos (CO)	94,899.00
3. Office Supplies and Equipment (MOOE)	282,750.00
IV.Educational Research	
2. Plagiarism Checker (Subscription Expenses)	100,000.00
3. Printing Book of Abstracts (70 copies)	100,000.00
5. Series of Research Writeshop for teaching and non-teaching personnel	300,000.00
6. Benchmarking/Action Research Writing	
V. Learning Resources	
1. Purchase of Ready Made Resources Learning Management Tool for Senior High School Students and Teachers	4,000,000.00
VI.Sports Development	
1. City Meet- (If F2f will be allowed)	3,302,350.00
2. CLRAA	7,367,380.00
3. District Meet- (If F2f will be allowed)	449,240.00
4. Palarong Pambansa	430,808.00
VII. Funding for the ECCD Program	
55 Child Development Teachers/Day Care workers (P 1,000.00x10mos)	324,000.00
VIII. Other Programs, Projects and Activities	
1. Conduct of Division/Region/National Competition	1,065,729.20
5. Scouting	79,800.00
GSP- meal allowance	
TOTAL	**36,247,438.50**

KRA 4

Objective 3 - Led in the preparation and recommended approval of budgets of schools and all learning centers within the Division to the provincial-city board after conferring with them on matters affecting school appropriations and disbursements

Innovations

KRA 5 – LINKAGES AND PARTNERSHIP (30%)



KRA 5

KRA 5

Objective 1
(5%)

Led in the generation of additional resources based on the needs of schools through partnership and linkages



Q	E	T	Average	Score
5	5	5	5	**0.250**

2023 INVENTORY OF DONATIONS (1ST AND 2ND QUARTER)

no	Name of Stakeholder	Donation/s Given	Remarks on Documentation	Impact of Donation
1	OJO EYEWEAR PHILIPPINES	Free Eye Check up and consultation for DepEd Personnel	Deed of Donation/Support and Acceptance	By evaluating the eye's level of sight, optometrists can prescribe an accurate corrective lens, such as eyeglasses or contact lenses, tailored to each client's unique needs. This process is essential for maintaining optimal vision, preventing eye strain an improving overall eye health
2	University of the East	120 days Supplemental Feeding to selected learners of Public Elementary School	Memorandum of Agreement	This supplemental feeding adds nutritional support for the selected learners
3	Save the Children with Cargill	Project S.H.I.N.E.	Memorandum of Agreement	This project focuses on the rehabilitation and improving school facilities like the canteen, vegetable garden and handwashing facility. Canteen enhancement ensures a safe and comfortable area for our learners during mealtime, while the vegetable garden helps in the sustainability and nutrition. Improved handwashing facility inspires better hygiene practices, safeguarding the health of our learners.
4	Save the Children with American Express	Provision of Handwashing Facilities	Memorandum of Agreement	Through this donation, it emphasizes the vital role of proper hand hygiene in preventing the spread of diseases and reduce the risk of illness.
5	Philippine Dental Association-Bulacan Chapter	Provision of learning materials	Deed of Donation and Acceptance	By provision of printed learning materials give additional information on oral hygiene.
6.	Centro Escolar Integrated School	Medical and Dental Mission of Longos II Elementary School	Memorandum of Understanding	The collaboration of these schools addresses the needed health care services of the learners.

KRA 5

Objective 1. Led the generation of additional resources based on the needs of schools through partnership and linkages

2023 INVENTORY OF DONATIONS (1ST AND 2ND QUARTER)

DONOR	DONATION	BENEFICIARIES
UNIVERSITY OF THE EAST	120 days supplemental milk feeding to selected learners	20 learners at Caniogan Elementary School
OJO EYEWEAR	Free eye check up to teaching and non-teaching SDO personnel	100 employees of SDO Malolos
SAVE THE CHILDREN	Handwashing facility, materials for the improvement of school canteen, gulayan garden, and 120 days feeding program to selected learners	Sta. Isabel Elementary School Cofradia Elementary School Tikay Elementary School Balite Elementary School Santor Elementary School Balayong Elementary School
	Handwashing Facility	Pinagbakahan Elementary School San Pablo Elementary School
PHILIPPINE DENTAL ASSOCIATION	Hygiene kits and printed learning materials	Barasoain Memorial Integrated School
CENTRO ESCOLAR INTEGRATED SCHOOL	Medical dental mission	100 learners of Longos II Elementary School

KRA 5

2023 INVENTORY OF DONATIONS (1ST AND 2ND QUARTER)

OJO EYEWEAR



UNIVERSITY OF THE EAST



PHILIPPINE DENTAL ASSOCIATION BULACAN CHAPTER



SAVE THE CHILDREN



KRA 5

Objective 1. Led the generation of additional resources based on the needs of schools through partnership and linkages

Objective 2
(3%)

Spearheaded partnerships and linkages with local government units, non-government organizations, and other agencies-stakeholders



KRA 5

Q	E	T	Average	Score
5	5	5	5	**0.150**

Spearheaded the signing of MOA/MOU or Deed of Donation and Acceptance with 6 partners


MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement made and entered into on this _____ day of _____ Philippines, by and between:

DEPARTMENT OF EDUCATION-SCHOOLS DIVISON OFFICE OF CITY OF MALOLOS, ... (B.P.) No. 232, "The Education Act of 1982" as amended by Republic Act (R.A.) No. 9155 otherwise known as "Governance of Basic Education Act of 2001" with principal office address at Kuatro Kantos St. Brgy. Bagong Bayan, City of Malolos, Bulacan, represented by its **Schools Division Superintendent** ..., EdD, CESO V, hereinafter referred to as, **DepEd**

- and -

... THE EAST, an educational institution with official address at 2219 ... Sampaloc, Manila, represented herein by **DR. ZOSIMO M. BATTAD**, President and Chief Academic Officer, and hereinafter referred to as the "UE".

WITNESSETH:

WHEREAS, DepEd, through the Social Mobilization and Networking Section (SMN), believes that partnership is an important paradigm in delivering and achieving DepEd's education development goals and services and to fulfill the mandate of the Constitution

With University of the East


DEED OF SUPPORT AND ACCEPTANCE

KNOW ALL MEN BY THESE PRESENTS:

OJO EYEWEAR PHILIPPINES, a private company with principal address at La Fuerza Compound 1E 2241 Chino Roces Avenue Makati Metro, Manila 1233, represented by its Head Optometrist DR. ADAM SIA, and hereinafter referred to as the "OJO eyewear".

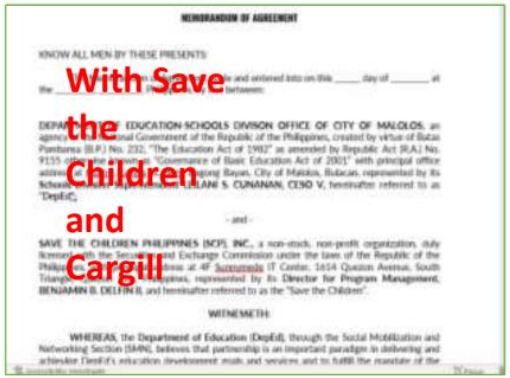
- in favor of -

... DEPARTMENT OF EDUCATION-SCHOOLS DIVISON OFFICE OF CITY OF MALOLOS, an agency of the National Government of the Republic of the ... created by virtue of Batas Pambansa (B.P.) No. 232, "The Education ... as amended by Republic Act (R.A.) No. 9155 otherwise known as "Governance of Basic Education Act of 2001" with principal office address at Kuatro Kantos St. Brgy. Bagong Bayan, City of Malolos, Bulacan, represented by its Schools Division Superintendent NORMA P. ESTEBAN, EdD, CESO V, ... DepEd"

WITNESSETH

That for and in consideration of a desire to contribute a share for the cause of the education of Filipino learners through the Adopt-a-School Program of the Department of Education, the **DONOR** has freely and voluntarily given, transferred and conveyed their support to the **DONEE**, thru the provision of ... "FREE EYE CHECK UP & CONSULTATION for DepEd teaching and non-teaching personnel"

With OJO eyewear


MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

... and entered into on this _____ day of _____ at the _____, Philippines, by and between:

DEPARTMENT OF EDUCATION-SCHOOLS DIVISON OFFICE OF CITY OF MALOLOS, an agency of the National Government of the Republic of the Philippines, created by virtue of Batas Pambansa (B.P.) No. 232, "The Education Act of 1982" as amended by Republic Act (R.A.) No. 9155 otherwise known as "Governance of Basic Education Act of 2001" with principal office address at ... Brgy. Bagong Bayan, City of Malolos, Bulacan, represented by its **Schools Division Superintendent LEILANI S. CUNANAN, CESO V**, hereinafter referred to as "DepEd",

- and -

SAVE THE CHILDREN PHILIPPINES (SCP), INC., a non-stock, non-profit organization, duly licensed with the Securities and Exchange Commission under the laws of the Republic of the Philippines, ... at 4F Summercrest IT Center, 1614 Quezon Avenue, South Triangle, ... Philippines, represented by its **Director for Program Management, BENJAMIN B. DELFIN II**, and hereinafter referred to as the "Save the Children".

WITNESSETH:

WHEREAS, the **Department of Education (DepEd)**, through the Social Mobilization and Networking Section (SMN), believes that partnership is an important paradigm in delivering and achieving DepEd's education development goals and services and to fulfill the mandate of the ...

With Save the Children and Cargill


MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

... made and entered into on this _____ day of _____ at the _____, Philippines, by and between:

DEPARTMENT OF EDUCATION-SCHOOLS DIVISON OFFICE OF CITY OF MALOLOS, an agency of the National Government of the Republic of the Philippines, created by virtue of Batas Pambansa (B.P.) No. 232, "The Education Act of 1982" as amended by Republic Act (R.A.) No. 9155 otherwise known as "Governance of Basic Education Act of 2001" with principal office address at Kuatro Kantos St. Brgy. Bagong Bayan, City of Malolos, Bulacan, represented by its **Schools Division Superintendent LEILANI SAMSON CUNANAN, CESO V**, hereinafter referred to as "**DepEd**",

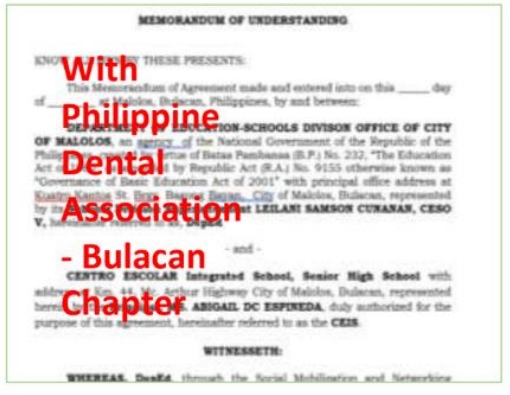
- and -

SAVE THE CHILDREN PHILIPPINES (SCP), INC., a non-stock, non-profit organization, duly licensed with the Securities and Exchange Commission under the laws of the Republic of the Philippines, ... at 4F Summercrest IT Center, 1614 Quezon Avenue, South Triangle, ... Philippines, represented by its **Director for Program Management, BENJAMIN B. DELFIN II**, and hereinafter referred to as the "Save the Children".

WITNESSETH:

WHEREAS, the **Department of Education (DepEd)**, through the Social Mobilization and Networking Section (SMN), believes that partnership is an important ... in delivering and achieving DepEd's education development goals and services and to fulfill the mandate of the ...

With Save the Children and American Express


MEMORANDUM OF UNDERSTANDING

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement made and entered into on this _____ day of _____ at Malolos, Bulacan, Philippines, by and between:

DEPARTMENT OF EDUCATION-SCHOOLS DIVISON OFFICE OF CITY OF MALOLOS, an agency of the National Government of the Republic of the Philippines, ... virtue of Batas Pambansa (B.P.) No. 232, "The Education Act of 1982" as amended by Republic Act (R.A.) No. 9155 otherwise known as "Governance of Basic Education Act of 2001" with principal office address at Kuatro Kantos St. Brgy. Bagong Bayan, City of Malolos, Bulacan, represented by its Schools Division Superintendent **LEILANI SAMSON CUNANAN, CESO V**, ... DepEd"

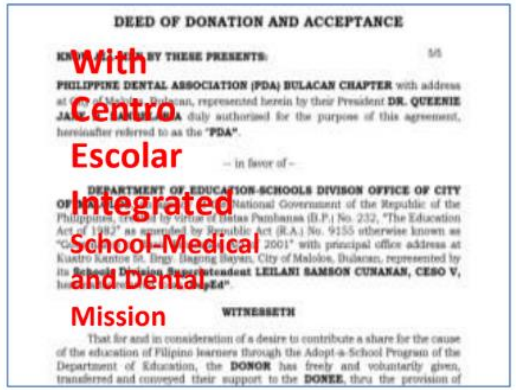
- and -

CENTRO ESCOLAR Integrated School, Senior High School with address at Km. 44 Mc. Arthur Highway City of Malolos, Bulacan, represented herein by ... **ABIGAIL DC ESPINEDA**, duly authorized for the purpose of this agreement, hereinafter referred to as the **CESS**.

WITNESSETH:

WHEREAS, DepEd, through the Social Mobilization and Networking ...

With Philippine Dental Association - Bulacan Chapter


DEED OF DONATION AND ACCEPTANCE

KNOW ALL MEN BY THESE PRESENTS:

PHILIPPINE DENTAL ASSOCIATION (PDA) BULACAN CHAPTER with address at ... Malolos, Bulacan, represented herein by their President **DR. QUEENIE JA...** duly authorized for the purpose of this agreement, hereinafter referred to as the "**PDA**".

- in favor of -

DEPARTMENT OF EDUCATION-SCHOOLS DIVISON OFFICE OF CITY OF ... ... National Government of the Republic of the Philippines, ... by virtue of Batas Pambansa (B.P.) No. 232, "The Education Act of 1982" as amended by Republic Act (R.A.) No. 9155 otherwise known as "Governance of Basic Education Act of 2001" with principal office address at Kuatro Kantos St. Brgy. Bagong Bayan, City of Malolos, Bulacan, represented by its Schools Division Superintendent **LEILANI SAMSON CUNANAN, CESO V**, ... DepEd"

WITNESSETH

That for and in consideration of a desire to contribute a share for the cause of the education of Filipino learners through the Adopt-a-School Program of the Department of Education, the **DONOR** has freely and voluntarily given, transferred and conveyed their support to the **DONEE**, thru the provision of

With Centro Escolar Integrated School-Medical and Dental Mission

KRA 5

Objective 2. Spearheaded partnership and linkages with local government units, non-government organizations and other agencies-stakeholders

KRA 5

Objective 3
(2%)

Ensured sustainability of existing partnership



Q	E	T	Average	Score
5	5	5	5	**0.100**

Sustained 9 partnerships



LIST OF SUSTAINED PARTNERSHIPS

1. STI- Malolos Campus
2. City of Malolos LGU
3. Green Antz
4. Save the Children
5. Cargill
6. MME Connections
7. Colgate Philippines
8. Rotary Club/s
9. UNILAB

KRA 5

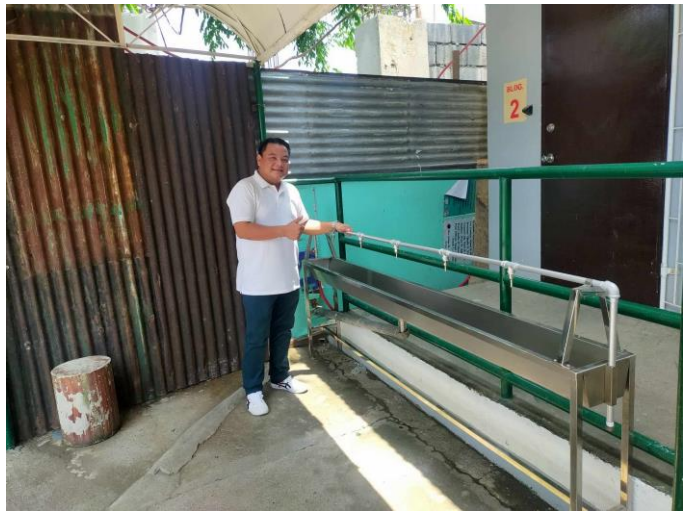
Objective. Ensured Sustainability of Existing Partnership

Sustained 9 partnerships

SAVE THE CHILDREN



CARGILL



ROTARY CLUB



STI



KRA 5

Objective. Ensured Sustainability of Existing Partnership

Sustained 9 Partnerships

RayEarth RayEarth Buenaventura is with **Angel Heart Buenaventura** and **9 others.**

Mar 29 at 7:02 AM ·

THANK YOU!Rotary Club of Malolos Independencia for your support...we will always be grateful!







Mar 29 at 7:08 AM ·

THANK YOU! STI Malolos Campus for always being there to support us.





RayEarth RayEarth Buenaventura is with **Angelina Alcaraz** and **8 others.**

Mar 10 at 2:41 PM ·

Thank you Dra. Sheila Padilla-Soriano for the support you have given to Deped Malolos.







RayEarth RayEarth Buenaventura is with **Angel Heart Buenaventura** and **12 others.**

Mar 29 at 7:05 AM ·

THANK YOU! Rotary Club of Malolos Hiyas...Deped will always be grateful of your support!



KRA 5

INNOVATING AND INTERVENING ACCOMPLISHMENT



PROJECT LMF
LEARNING MATHEMATICS IS FUN: AN INNOVATION IN MATHEMATICS



Innovations

PROJECT LMF
(Learning Mathematics is Fun: An Innovation in Mathematics)









Innovations

PROJECT LMF
(Learning Mathematics is Fun: An Innovation in Mathematics)

LEARNING OUTCOMES

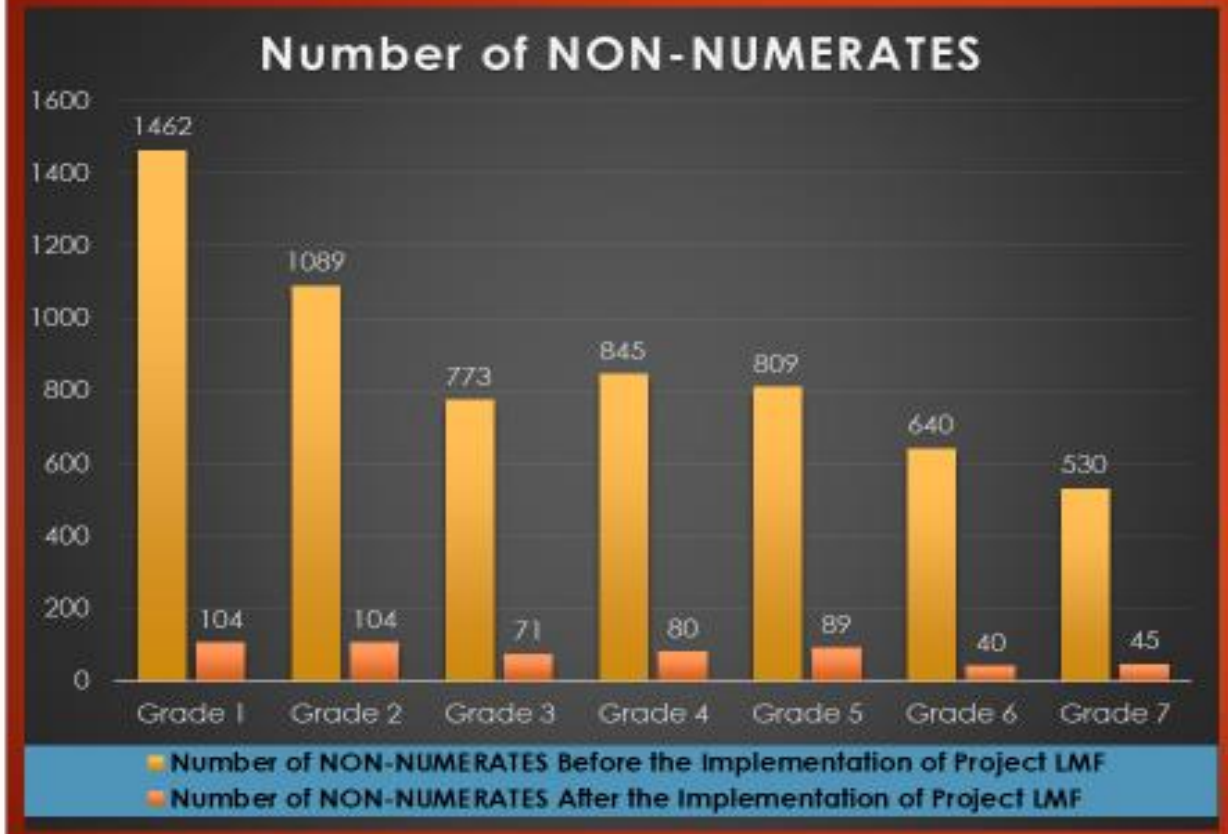


Table showed that all Grade level decreased in number of NON-NUMERATES meaning that the proficiency level in Mathematics and numeracy skills of our learners improved and increased.



Innovations

PROJECT I ♥□ RaW 2

(I ♥□ Reading, and Writing Too!)



Innovations

PROJECT I ♥□ RaW 2
(I ♥□ Reading, and Writing Too!)



Innovations

PROJECT I ♥□ RaW 2
(I ♥□ Reading, and Writing Too!)

PROJECT "I ❤ RaW 2"
(I ❤ Reading, and Writing Too!)

(An Innovation in English Reading and Writing for
Key Stages 1 & 2 Learners)
(November 2022 – June 2023)

To ensure that all learners in Key stages 1 & 2 would meet the prescribed standards in literacy through innovative and tailored teaching strategies, advocacy programs and experienced learning, **"Project: I ❤ Reading, and Writing Too!"** (**I ❤ RaW2**) was formally launched on Friday, November 11, 2022 at 3:00 p.m. at CMIS – Sto. Rosario. Undeniably, this Project played a very timely and vital role in the improvement of the reading and writing skills of elementary learners, specifically, Grades 1 – 6 learners, to wit;

- staunchly improved elementary learners' reading skills in all six components:
  a. phonemic awareness
  b. phonics
  c. fluency
  d. vocabulary
  e. comprehension
  f. writing
- highly developed writing skills and reading competence of elementary learners based on proven practices such as evaluated writing worksheets, reading assessment and reading inventory results. (as evidenced by the Consolidated Reading Profile)
- highly increased involvement of much committed elementary teachers in making every learner a reader. Teachers per grade level strategically included in the self-learning materials all the necessary printed writing and reading materials to help learners improve and enhance their writing and reading skills. Also, they consciously and continuously make efforts to develop a culture of reading among our elementary learners, as strongly evidenced by their respective MOVs). Teachers' full support to this program is very commendable.
- obtained all-out support of head teacher/principal and PSDSs to develop a community of readers in school. Their contributions in the implementation of this reading program are highly appreciated.
- surprisingly, strengthened the family ties and strong bonding among parents and their children as there were home activities involved in the Project. The feedbacks and positive reactions coming from parents are overwhelming, as evidenced by the different videos sent to the teachers.

Innovations

PROJECT INDEX
(INdexing of Division Issuances through EXcel)



Innovations

PROJECT INDEX
(INdexing of Division Issuances through EXcel)

SCHOOLS DIVISION FORMAT OF A PROJECT PROPOSAL/
COMPLETED PROJECT FOR INNOVATION IN SCHOOLS

Name of Proponent: **Devorah Gaye S. Dalisay**
Project Title: **Project INDEX (INdexing of Division issuances through EXcel)**
Scope of the Project: **SDO Malolos**
Project Time-Frame: **March 2023 onwards**

I. Project Summary

The role of Information Technology (IT) has developed much over the years from where it used to stand years ago. The Department of Education (DepEd) has also come to acknowledge the importance of automation to increase work efficiency and cut unnecessary costs. Online transactions are not just popular because they are environmentally friendly but it also allows organizations to gain benefits including improvement of work productivity, workflow and cost-effectiveness. ***Electronic Document Indexing*** is one of the many solutionsto keep files organized digitally. It is a system of information management that identifies and logs a number of specific keywords of a document in order to make its retrieval smoother, fasterand easier. This project will use Google Sheets and Google Drive as software and the Records Section will be the one responsible in updating the system. We will focus first on the indexing of division issuances specifically the Numbered Memoranda, Unnumbered Memoranda, Advisories, and Office Memoranda. The Google Sheets and Google Drive can be accessed by anyone, anytime and anywhere as long as the user has an internet access. The tools needed in this project are desktop/laptop or mobile phone/tablet and internet connection.

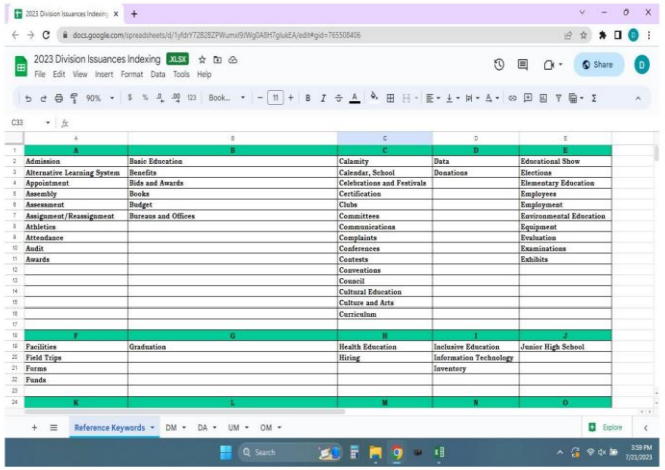
II. Project Background

Since COVID-19 began to change the face of the average workplace, a huge spotlight has shone on converting paper documents to digital files. As the Records Section work towardsdigitalization, there are particular strategies needed to engage to fully reap the benefits of it. This is where electronic document indexing comes in.

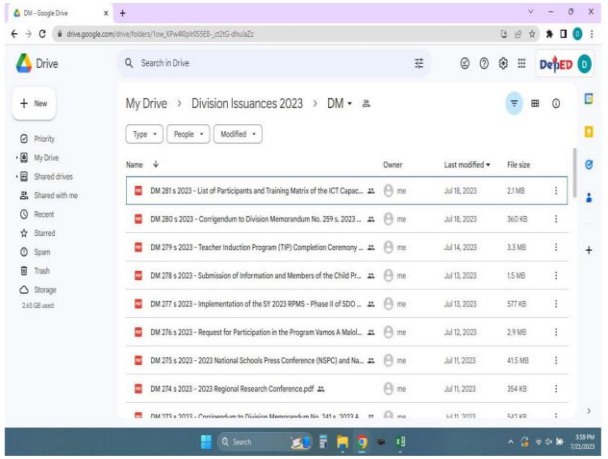
Historically, the Latin word "index" means "indicate" (Merriam-Webster, n.d.). By the19th century, index referred to the "place names, personal names and subject words that could be linked to archival inventories." However, it was only in 1987, when the French National Archives included an interpretation in their publication, the Thesaurus, that the definition of indexing was standardized for records management (AGS Records Management, 2021). As part of records

Appendix 2: Sample List of Indexed Division Issuances

a. Google Sheet for Indexing of Division Issuances



b. Google Drive as virtual storage of Division Issuances



IMPACT OF THE PROJECT:

SDO employees often inquire and request for a copy of an issuance regarding a certain topic to the Records Section. It takes a lot of time to manually find an issuance. It can become a very cumbersome practice and manual filing are prone to damage or being misplaced hence, slow transactions occur. This project aims to efficiently retrieve issuances for smoother and faster transactions. Project INDEX is now integrated in our official website and SDO employees can now seamlessly navigate, share, view and print issuances they are looking for.

Innovations

Innovations

KRA 5

KRA 4

KRA 3

KRA 2

KRA 1

THANK YOU