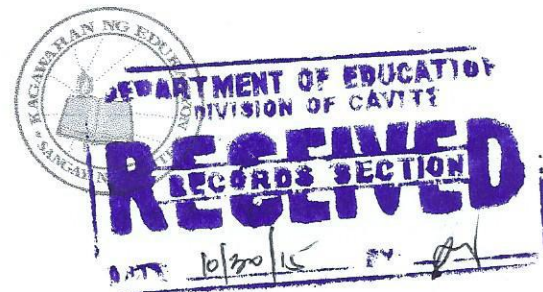




Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
DIVISION OF CAVITE
Trece Martires City



October 30, 2015

2492

DIVISION MEMORANDUM

No. 084 s. 2015

**DIVISION TRAINING ON CONTINUOUS IMPROVEMENT PROGRAM
(CIP) PHASE 2**

TO: Asst. Schools Division Superintendent
OIC, Asst. Schools Division Superintendent
Chief, CID and SGOD
Education Program Supervisors I
Public Schools District Supervisors
Elementary and Secondary School Heads
Elementary and Secondary Teachers

1. In consonance to the Division target of institutionalizing Continuous Improvement Program and in line with the Total Quality Management (TQM) initiatives, this Division shall conduct the Division Training on Continuous Improvement Program (CIP) Phase 2 on November 9 - 11, 2015 at Royale Tagaytay, Alfonso, Cavite.
2. This training aims to:
 - a. identify priority school-based processes for CI project initiatives and apply process simplification and visual management in improving processes;
 - b. develop personal commitment to the challenge of the DepEd vision and mission; and
 - c. showcase CI project initiatives conducted in the school.
3. The participants to this training are the principal and the CI facilitator of the schools as listed in the enclosure to this Memorandum.
4. Participants are requested to bring laptops and the soft copy of their ongoing CI projects.
5. Widest dissemination of this Memorandum is earnestly desired.


CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent

Division Training on Continuous Training Program (CIP) Phase 2

LIST OF PARTICIPANTS

MUNICIPALITY	ELEMENTARY	SECONDARY
Silang	Santol Elem. School Catherine Ramos Inchikan Elem. School Leonila Salo	Munting Ilog NHS Cristina Austria
Tagaytay	Tagaytay City Central School Dr. Mercelita P. Salazar	Tagaytay Science NHS Magdaleno Lubigan
Amadeo	Amadeo ES Allan Nava	Amadeo National HS Emmanuel Bayot
Rosario	Bagbag II ES (Annex) Susan A. Guanzon Bagbag 1 ES Edna alfaro	Rosario NHS Famie Apay
Alfonso	Alfonso ES Myrna Perlado Taywanak ES Emely Fariscal	Alfonso NHS Belen Magpantay
Noveleta	San Miguel ES Elenita Umipon	Noveleta NHS Belinda Loyola
Carmona	Paligawang Matanda ES Nenita del Rosario	Carmona NHS Teresita Silan
General Trias	Javalera ES Demetrio Recto Sunny Brooke ES Josephine M. Monzaga	Gov.Ferrer National ScienceHS Prudencio Animas
Naic	Naic Central ES Felino Sidocon	Halang NHS Mercy de Borja
Maragondon	Bucal 2 ES Marita Gonzales	Cavite NHS Jose Samsom
Mendez	Mendez Central ES Felisa Vejerano	Anuling NHS Anita Escobar
General Emilio Aguinaldo	Bailen ES Eva Malimban San Gabriel III ES Flordeliza Maninang	Gen.Emilio Aguinaldo NHS Felinda Cruz
Magallanes	Urdaneta ES Leonora Dendiego	Caluangan NHS Aida Santiago
General Mariano Alvarez	San Jose ES Eroliza Rogacion	San Jose Community NHS Luis Viñegas Gen. Mariano Alvarez NHS Rolando Dili Dili
Indang	Indang Central ES Ana Marie Aransanzo	Lumampong NHS Esterlita Dolatre
Kawit	Gahak Marulas ES Mercedita Villanueva Toclong Elem. School Gemma Borja	<i>Emilio Tria Tirona Mem.NHS</i> <i>Elisa Hernandez</i>
Tanza	Julugan ES Rea Famorcan	Tanza National Comprehensive Jovit Mercado
Trece Martires City	Kanggahan ES	Trece Martires NHS

TRAINING MATRIX
CIP PHASE 2
NOVEMBER 9-11, 2015

DAY 1		DAY 2		DAY 3	
	Opening Program	8:00 - 9:00	Presentation of CI Projects		
	Presentation of CI Project DR. EDITHA M. ATENDIDO Assistant Schools Division Superintendent	9:00 - 9:30	Critiquing c/o EPSs	8:00 - 12:00	Workshop/Writeshop
	Snacks	9:30 - 10:00	Snacks		
	Continuation of Presentation of CI Project	10:00 - 11:00	Presentation of CI Projects		
		11:00 - 11:30	Critiquing c/o EPSs		
	LUNCH BREAK	12:00 - 1:00	LUNCH BREAK	12:00 - 1:00	LUNCH BREAK
	LECTURE				
	Step 6: Develop Solutions DR. ESTRELITA M. DE VERA EPS - Science	1:00 - 2:00	Presentation of CI Projects	1:00 - 3:00	Presentation by Groups
	Step 7: Finalize Improvement DR. ESTRELITA M. DE VERA EPS - Science	2:00 - 2:30	Critiquing c/o EPSs		
		2:30 - 3:00	Snacks		
	Step 8: Pilot Solution DR. FELINO B. SIDOCON JR. Principal IV - Naic ES	3:00 - 4:00	Presentation of CI Projects	3:00 - 5:00	Closing Program
	Step 9: Roll-Out Solution DR. LAURA O. GARCIA PSDS - General Trias				
	Step 10: Check Your Progress DR. EDELISA CATACUTAN PSDS - Tanza	4:00 - 5:00	Critiquing c/o EPSs		
✓:	Mrs. Josephine Monzaga	Officer of the Day:	Dr. Rea Famorcan	Officer of the Day:	Mr. Jose Samson Jr.

DIVISION TRAINING ON CIP – PHASE 2
November 9 - 11, 2015

OPENING PROGRAM

- I. National AnthemAudio Visual Presentation
- II. Prayer.....**DR. REA FAMORCAN**
Principal III – Julugan ES
- III. Welcome Remarks.....**DR. DAISY Z. MIRANDA**
Chief, SGOD
- IV. Opening Remarks.....**DR. EDITHA M. ATENDIDO**
Asst. Schools Division Superintendent
- V. Presentation of Participants.....SGOD
- VI. Inspirational Message.....**DR. CHERRYLOU D. DE MESA**
Schools Division Superintendent
- VII. Mechanics of the Seminar.....**DR. ELPIDIA BERGADO**
Chief, CID

LAURA O. GARCIA
Master of Ceremony