



Republic of the Philippines  
Department of Education  
REGION X-NORTHERN MINDANAO  
SCHOOLS DIVISION OF LANA DEL NORTE

DEPED LANA DEL NORTE		
RECORDS SECTION CONTROL NO. 07023		
<b>RELEASED</b>		
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March 7, 2023

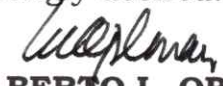


DIVISION MEMORANDUM

No. 144, s. 2023

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 112, s.2023 re  
REITERATING THE DUTIES AND RESPONSIBILITIES OF THE PUBLIC SCHOOLS  
DISTRICT SUPERVISORS AND DIRECTIVE TO ASSIST THE CURRICULUM  
IMPLEMENTATION DIVISION (CID) AND SCHOOL GOVERNANCE  
OPERATIONS DIVISION (SGOD) IN MONITORING THE  
PROGRAMS, PROJECTS, AND ACTIVITIES**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Chief Education Supervisor, School Governance & Operations Division  
Public Schools District Supervisors & Coordinating School Principals  
Public Secondary and Elementary School Heads  
All Others Concerned  
*This Division*

1. This is to disseminate the attached *REGIONAL MEMORANDUM NO. 112, s.2023 entitled REITERATING THE DUTIES AND RESPONSIBILITIES OF THE PUBLIC SCHOOLS DISTRICT SUPERVISORS*.
2. All Public Schools District Supervisors and Coordinating School Principals are hereby directed to take due notice of the information contained therein and follow as instructed.
3. Compliance with Items No. 3 & 5, specifically on reporting to the Division Office shall be implemented as soon as the Office of the PSDSs is ready for occupancy.
4. Item No. 6 shall be complied with immediately when school conditions dictate its necessity and applicability.
5. Attached are the lists of CID and SGOD Programs, Projects, and Activities for reference.
4. Widest dissemination of this Memorandum is strongly desired.

  
**EDILBERTO L. OPLENARIA, CESO V**  
Schools Division Superintendent   


ATCH: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

SGOD Division Memorandum



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Republic of the Philippines  
**Department of Education**  
REGION X-NORTHERN MINDANAO  
SCHOOLS DIVISION OF LANA O DEL NORTE

**SCHOOL GOVERNANCE AND OPERATIONS DIVISION PPAs**

SECTION	Programs, Projects, Activities (PPAs)
Physical Facilities Section	Program of works of GAD projects and minor repair of classrooms Number of Furnitures Number of Classroom needs major repair School Site documents
Social Networking and Mobilization Section	DEPED PARTNERSHIPS DATABASE SYSTEM (DPDS) – monthly (every 6 <sup>th</sup> day of the month) Transmittal of Monthly DPDS Needs of the schools DRRM reports
Human Resource and Training Development Section	Approved Proposals and approved corresponding budget Induction Program for Beginning Teachers Implementation, Completion of Coursebooks (Newly-hired Teachers from S.Y. 2021-2022, 2022-2023)
Planning and Research Section	School Improvement Plan (SIP) S.Y. 2022-2023, S.Y. 2024-2025 SIP Approval Sheet SIP Implementation Status Number of learners and Number of Teachers in school
Monitoring and Evaluation Section	School Governing Council (SGC) School-based Management (SBM) Program Implementation Review (PIR) Quality Assurance, Technical Assistance, Monitoring and Evaluation (QATAME)
Special Programs and Projects Section	Sports and Youth Development Programs
Health and Nutrition Section	Oplan Kalusugan (OK) sa DepEd reports



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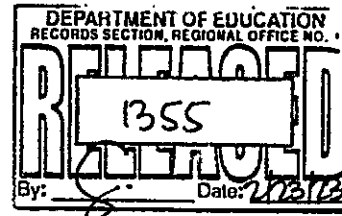
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**CURRICULUM IMPLEMENTATION DIVISION PPAs**

<b>SECTION</b>	<b>PROGRAMS, PROJECTS, ACTIVITIES</b>
Learning Areas	All PPAs of the different learning areas for the 4 key stages.
ALS	All PPAs for the Alternative Learning System
SPED	All PPAs for the Special Education Program
ALIVE	All PPAs for the Arabic Language and Islamic Values Education
OHSP	All PPAs for the Open High School Program
Multigrade Education	All PPAs for the Multigrade Education
SPJ, SPFL, SSC, SSES, STE, SPS, SPA	All PPAs for the SPJ, SPFL, SSC, SSES, STE, SPS and SPA
IPED	All PPAs for the Indigenous Peoples Education Program
Guidance Program and Services	All PPAs for Guidance Program and Services
LRMDS	All PPAs for the Learning Resources, Management and Development System
SLAC	All PPAs for School Learning Action Cells
STEM	All PPAs for the Science, Technology and Mathematics
All other programs, projects and activities for Curriculum, Instruction and Assessment.	



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO



February 21, 2023

REGIONAL MEMORANDUM  
No. 112, s. 2023

**REITERATING THE DUTIES AND RESPONSIBILITIES OF THE PUBLIC  
SCHOOLS DISTRICT SUPERVISORS**

To: Schools Division Superintendents  
All Others Concerned

1. This issuance reiterates Item D (Schools District Level), Section 7 (Power, Duties, and Functions) Chapter 1 (Governance of Basic Education) of RA No. 9155, which is also known as "Governance of Basic Education Act of 2011," provides for the following **duties and responsibilities of the Public Schools District Supervisors (PSDSs)**:

"The schools district supervisor shall be responsible for

- a. providing professional and instructional advice and support to the school heads and teachers/facilitators of schools and learning centers in the district or cluster thereof,
- b. curriculum supervision, and
- c. performing such other functions as may be assigned by proper authorities."

2. Civil Service Commission Resolution Number 1600324 highlights the Position and Competency Profile of the PSDS, which states that the PSDS position "is responsible for providing relevant and timely service to schools and learning centers through

- a. "the conduct of instructional supervision,
- b. "provision of technical assistance in school management and curriculum implementation,
- c. "establishing a conducive physical environment for learners and school workers,
- d. "sustaining strong and harmonious partnerships and collaboration among stakeholders."



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3. The PSDSs shall report to the Schools Division Office (SDO) as part of the Curriculum Implementation Division (CID) as they are also considered subject area specialists to work with the division supervisors in ensuring compliance with the quality standards for basic education programs.

4. The PSDSs shall also be assisting the SGOD in supporting the schools and learning centers to provide a conducive learning environment for all types of learners.

5. Thus, all PSDSs/DIC shall report to the SDO under the direct supervision of the CID chief education supervisors to provide professional and instructional advice and support to school heads and teachers as part of the provision of learning and development opportunities.

6. District offices situated in the schools shall be converted into classrooms to address the growing student population in the schools. All district supervisors shall report to their assigned schools and learning centers in the district during field visits and collaborate with the division supervisors in providing technical assistance.

7. Provisions mentioned in the foregoing items also cover those school leaders who act as district-in-charge.

8. This Office directs the immediate and wide dissemination of and compliance with this Memorandum.



**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

RE: Reiterating the Duties and Responsibilities of the PSDS

\* HRDD