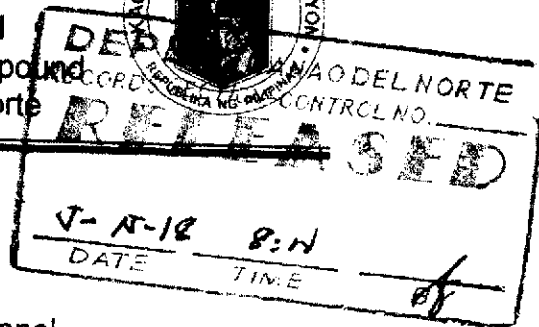
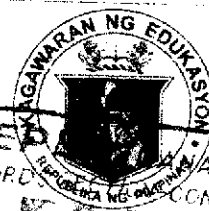




Republic of the Philippines
Department of Education
Region X

LANAO DEL NORTE DIVISION
Gov. A. Quibranza Prov'l. Gov't. Compound
Pigcarangan, Tubod, Lanao del Norte



DIVISION MEMORANDUM

No. 195 s. 2018

TO: Chief Education Program Supervisors & Staff CID & SGOD
Office of the Schools Division Superintendent (OSDS) Personnel
Elementary & Secondary School Heads
Other Concerned
This Division

FROM: **ROY ANGELO E. GAZO**
Schools Division Superintendent

DATE: May 9, 2018

SUBJECT: ORIENTATION AND WORKSHOP ON THE USE OF SBM ELECTRONIC TOOL

1. In line with Regional Memorandum No. 213, s. 2018, this Division will conduct Orientation on the Use of SBM Electronic Tool to all School Heads & ICT Coordinators both Elementary & Secondary on May 16 & 18, 2018 for 4 Batches of participants (see enclosure), 8:00 AM at Maigo CES Gym, Maigo, Lanao del Norte.
2. It is expected that participants shall accomplish in advance the SBM Electronic tool that can be downloaded in Division Website depedldn.com.
3. School Heads and ICT Coordinators shall bring laptop, pocket wifi, extension wire and data on Enrolment, Dropout, No. of Repeaters and No. of Promotees for SY 2014-2015, SY 2015-2016, and SY 2016-2017 (see enclosure 2).
4. All participants are advised to bring their own food (meals & snacks) during the activity which will be charged to School MOOE funds including the transportation expenses subject to the usual accounting and auditing policies, rule and regulations.
5. Strict compliance with this Memorandum is directed.

DAY 1: MAY 16, 2018

AM

8:00AM - 8:30AM

Preliminaries

8:30AM - 9:00 AM

SBM Electronic Tool Orientation

IVY T. JUMAWAN

9:00AM - 10:30AM

Wokshop Proper for Batch 1	SH	ICT	Facilitators
*Pantar District	15	15	Norhata Daud
*Pantao-Ragat District	15	15	
*Munai District	14	14	
*Nunungan District	8	8	Samanira Saripada
*Balo-i District (East & West)	26	26	
	78	78	

10:30AM - 11:00AM

Presentation & Submission of Output

PM

1:00PM - 1:30PM

Preliminaries

1:30PM - 2:00 PM

SBM Electronic Tool Orientation

IVY T. JUMAWAN

2:00AM - 3:30AM

Wokshop Proper for Batch 2	SH	ICT	Facilitators
*Linamon District	8	8	Apolonio M. Marohom
*Matungao District	12	12	
*Bacolod District	17	17	
*Poonapiagapo District	11	11	Jamila Arumpac
*Tangkal District	7	7	
*Tagoloan District	12	12	
*SND (Central, East, West)	34	34	Ervin Planas
	101	101	

3:30AM -4:00AM

Presentation & Submission of Output

DAY 2: MAY 18, 2018

TIME

AM

8:00AM - 8:30AM

Preliminaries

8:30AM - 9:00 AM

SBM Electronic Tool Orientation

IVY T. JUMAWAN

9:00AM - 10:30AM

Wokshop Proper for Batch 3	SH	ICT	Facilitators
*Salvador District	15	15	Lydia Linggolinggo
*Sapad District	15	15	
*Kolambugan District	14	14	
*Lala District (Central, North, South)	31	31	Mary Arlene Carbonera
*Kapatagan (Central, East & West)	35	35	Emma M. Labunog
	110	110	

10:30 AM - 11:00 AM

Presentation & Submission of Output

PM

1:00 PM - 1:30PM

Preliminaries

1:30 PM - 2:00 PM

SBM Electronic Tool Orientation

IVY T. JUMAWAN

2:00 PM - 3:30 PM

Wokshop Proper for Batch 4	SH	ICT	Facilitators
*Baroy District	15	15	Marife B. Vicoy
*Tubod District	30	30	
*Kauswagan District	15	15	Joselito Epe
*Maigo District	13	13	
*Magsaysay district	12	12	
	85	85	

3:30 PM -4:00 PM

Presentation & Submission of Output

Enclosure 2 of Division Memorandum No. _____, 2018



Republic of the Philippines
Department of Education
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LANAO DEL NORTE DIVISION
Gov. A. Quibranza Prov'l. Gov't. Compound
Pigcarangan, Tubod, Lanao del Norte



Date _____

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that _____ of
_____ has achieved the following:

PERFORMANCE INDICATORS	SY 2013-2014	SY 2014-2015	SY 2015 - 2016	SY 2016-2017
Enrolment				
Drop-out				
No. of Repeaters				
No. of Promotees				

This certification is issued upon the request of the above-mentioned name as supporting documents for SBM Validation purposes.

Issued this _____ day of _____ at DepEd, Division of Lanao del Norte, Tubod, Lanao del Norte.

Validated by:

FRANCISCA J. MUGOT
Planning Officer 3

Noted:

MARIA CAMELA T. ABLIN
Chief SGOD