



Republic of the Philippines
Department of Education
 REGION IV-A
SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

December 2, 2021





DIVISION MEMORANDUM
NO. 455, s. 2021

To: Assistant Schools Division Superintendents
 Chief, CID
 Education Program Supervisors
 Public Schools District Supervisors
 Education Program Specialists - ALS
 All Concerned

CID YEAR-END PERFORMANCE REVIEW AND PROGRAM PLANNING 2021

1. In line with the continuous effort of the Curriculum Implementation Division to strengthen curriculum and content, learning delivery, assessment and learning resources under the new normal setup, the Curriculum Implementation December 6-7 and 9-10, 2021.
2. Participants to this activity are the Education Program Supervisors, Public Schools District Supervisors, Education Program Specialists in-charge of the Alternative Learning System (ALS), Learning Resources Management Section personnel and CID Support Staff. This activity will be held at Tanza Oasis Hotel and Resort, Brgy. Capipisa, Tanza Cavite.
3. This activity aims to:
 - 3.1. Highlight accomplishments of the CID for the year 2021.
 - 3.2. Revisit the results of the academic, curricular and co-curricular activities on what went well, how to sustain or improve, challenges and suggested interventions/strategies to improve the program.
 - 3.3. Create program plans in preparation for the following year.
4. No registration fee will be collected from each participant in the activity. Food, accommodation, and other expenses shall be charged to the Division HRTD fund. Transportation expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
5. All PSDS's per cluster will present their Year-End Accomplishments through their respective Parent Supervisors on December 6-7, 2021. Moreover, all participants shall



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wear formal attire (strictly no pants for female) during the fourth day (December 10) of the event.

6. All CID personnel shall strictly follow all DOH and IATF-recommended health and safety measures and protocols.
7. Attached are the following:
Attachment 1: List of participants
Attachment 2: List of Management Staff and Terms of Reference
8. For information and compliance of all concerned.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

JVV/ DM NO. 455, S.2021
120321-018 /12/02/2021



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
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Attachment No. 1 to Division Memorandum 455, s.2021 titled *CID YEAR-END PERFORMANCE REVIEW AND PROGRAM PLANNING 2021*

LIST OF PARTICIPANTS

	Name	Position
1.	Bergado, Elpidia B.	Chief, CID
2.	Aranzanzo, Anna Marie S.	EPS – Kinder
3.	Bergunio, Myra T.	EPS – MAPEH
4.	Diquit, Wenifreda S.	EPS – English
5.	Endraca, Romeo E.	EPS – EPP/TLE
6.	Granado, Laarni	EPS – Mathematics
7.	Monzaga, Josephine M.	EPS – ESP
8.	Ortega, Noel S.	EPS – Learning Resources
9.	Quintos, Emily R.	EPS – Araling Panlipunan
10.	Rieta, Maribeth C.	EPS – Filipino
11.	Soberano, Riza D.	EPS - Science
12.	Ma. Victoria Maligayo	PSDS in charge of SPED
13.	Atendido, Ana Rose B.	EPS II - ALS
14.	Aure, Elma P.	EPS II - ALS
15.	Leyson, Al Jerald V.	EPS II – ALS
16.	Matel, Felisa C.	EPS II – ALS
17.	Dionito Mangao Jr.	EPS II – ALS
18.	Custodio, Leonila L.	Librarian II
19.	Vertudes, Julie Anne V.	PDO II
20.	Ramos, Rowena Ana A.	ADAS II
21.	Austral, Richiel V.	ADAS II
22.	Macapagal, Jesselle Z.	ADA III
23.	Florencia Gloriani	PSDS
24.	Alma Lopez	PSDS
25.	Alicia Francisco	PSDS
26.	Elizabeth Garcia	PSDS
27.	Ester Salamatín	PSDS
28.	Joel Peregrino	PSDS
29.	Ma. Jovy Legaspi	PSDS



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


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30.	Gina Dulce	PSDS
31.	Rey Guansing	PSDS
32.	Marcela Dela Cruz	PSDS
33.	Gloria Mojica	PSDS
34.	Divina Rosarda	PSDS
35.	Cecilia Alvarez	PSDS
36.	Elsa De Leon	PSDS
37.	Merle Baybay	PSDS
38.	Edelisa Catacutan	PSDS
39.	Marcos Ramos	PSDS
40.	Carolina Magallanes	PSDS
41.	Ofelia Arvisu	PSDS
42.	Edgardo Aquino	PSDS
43.	Helen Aure	PSDS
44.	Susan Aquino	PSDS
45.	Arnel Zapanta	PSDS
46.	Anaclea Incognito	PSDS
47.	Jocelyn Contreras	PSDS
48.	Irma Ejanda	PSDS
49.	Saturnino Hernandez	PSDS
50.	Amelita Penalba	PSDS
51.	Nancy Marasigan	PSDS
52.	Mercelita Salazar	PSDS
53.	Gregoria Atas	PSDS
54.	Mignon Cecile Mangoba	PSDS
55.	Mary Ann Batino	PSDS



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Attachment No. 2 to Division Memorandum 455, s.2021 titled *CID YEAR-END PERFORMANCE REVIEW AND PROGRAM PLANNING 2021*

Program Management Team and Terms of Reference		
Committee	Terms of Reference	Members
Program/ Planning	<ul style="list-style-type: none">• Prepare all documentary requirements such as, but not limited to, activity proposal• Organize and lead the whole program flow• Coordinate duties and responsibilities of PMT members• Prepare Activity Completion Report	Elpidia B. Bergado, Ed.D Julie Anne V. Vertudes Rowena Ana A. Ramos
Attendance and Certificates	<ul style="list-style-type: none">• Prepare and secure the accomplishment of registration and attendance sheets (whether printed or online)• Prepare and ensure dissemination of certificates for participants and PMT members	Leonila L. Custodio Greg L. Sangalang
Technical	<ul style="list-style-type: none">• Collect/ prepare/ assist in preparation and lead in playing of audio-visual presentations and materials to be used• Provide technical assistance on setting up and managing the platform to be used for online/ virtual activities	Richiel V. Austral Xavier Ian De Guzman Angelica Vistal
Documentation	<ul style="list-style-type: none">• Prepare/ collect all audio-visual presentations and materials to be used during the event	Jesselle Z. Macapagal ALS Mark Ronell D. Bernaldez



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	<ul style="list-style-type: none">• Prepare a narrative or news report regarding the event• Assist in accomplishing the Activity Completion Report	
Monitoring and Evaluation/ QATAME	<ul style="list-style-type: none">• Prepare QATAME link/ form• Consolidate participants' evaluation of conducted activity and identify areas for improvement• Provide proponent and all units concerned with a copy of the evaluation results with corresponding recommendations	Maria Belen C. Mojica Kristine G. Dela Rosa
Safety and Security	<ul style="list-style-type: none">• Ensure observance of appropriate health and safety standards for physical or face-to-face activities	Physician/Nurse on duty



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