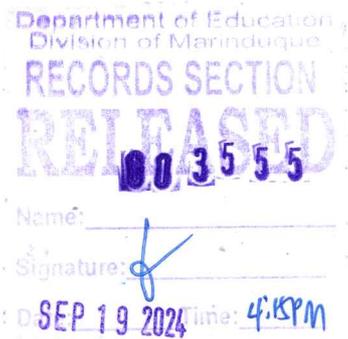




Republic of the Philippines

Department of Education

MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE

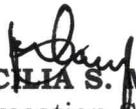


Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO : Asst. Schools Division Superintendent
Chief Education Supervisors
All Others Concerned

FROM : For:
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent


MA. CECILIA S. MANAY
Chief Education Supervisor, SGOD
Officer In-Charge

SUBJECT : **2024 TARGET SETTING FOR CY 2025**

DATE : September 19, 2024

1. This Office, through the School Governance and Operations Division – Planning and Research Section (SGOD-PRS), will conduct the 2024 Target Setting for CY 2025 at SDO Marinduque Conference Hall on September 24, 2024 from 8:00 AM to 4:00 PM.

2. This activity aims to:

- set the target for the division work and financial plan;
- prioritize programs, projects, and activities to address the gaps; and
- prepare PPMP, WFP, and Calendar of Activities for CY 2025.

3. Participants to this activity are the following:

- Asst. Schools Division Superintendent
- Chief Education Supervisors
- Education Program Supervisors
- Senior Education Program Specialists
- Administrative Officer V (Admin and Finance)
- Accountant
- Legal Officer
- Information Technology Officer

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- Division Engineer
 - Division DRRM Coordinator
 - Admin Section Heads
4. Functional Divisions must present their proposed PPAs for deliberation, approval and inclusion in the CY 2025 Work and Financial Plan. All proposed PPAs should be aligned in the PPAs indicated in the DEDP.
 5. Attached are the Program of Activity and PPAs Proposal Template for your reference.
 6. Advanced soft copy of the proposals shall be given to the Planning Section for reproduction and distribution to the panelist.
 7. The OIC-SDS, ASDS, and Chief Education Supervisors of SGOD and CID shall serve as panelist.
 8. Attendance of all the participants is a must.
 9. For information, guidance, and compliance of all concerned.

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Office of the Schools Division Superintendent

Enclosure to Unnumbered Division Memorandum

2024 TARGET SETTING FOR CY 2025
SDO Marinduque Conference Hall
September 24, 2024, 8:00 AM – 4:00 PM

- | | | |
|-------|--|--|
| I. | Opening Program | |
| | a. Nationalistic Song | |
| | b. Prayer | |
| | c. DepEd Quality Policy Statement | |
| II. | Welcome Message | Ma. Cecilia S. Manay
Chief Education Supervisor, SGOD |
| III. | Presentation of Participants and Objectives | Planning and Research Section |
| IV. | Message | Dr. Lynn G. Mendoza
OIC, Schools Division Superintendent |
| V. | Presentation of NEP | Arlene M. Marasigan
Administrative Officer V
Budget and Finance |
| VI. | Presentation, Deliberation and Prioritization of Programs, Projects and Activities for CY 2025 | Curriculum Implementation Division
School Governance and Operation Div.
Office of the Schools Division Supt. |
| VII. | Ways Forward | Marisol O. Luarca
Planning Officer III |
| VIII. | Closing Message | Dr. Mabel F. Musa
Asst. Schools Division Superintendent |

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PROGRAM/PROJECT/ACTIVITY PROPOSAL

I. ACTIVITY DESCRIPTION

Activity Title :
Type of Activity :
Activity Proponent :
Number of Beneficiaries :
Location of Beneficiaries :
Date of Implementation :
Area of Activity Implementation :
Budget Requirement :
Budget Requested :

II. BACKGROUND/SITUATIONAL ANALYSIS/RATIONALE

(Include/ State here the data, research findings and recommendations)

III. DESIRED IMPACT AND OUTCOME OF THE PROJECT

IV. RISK MANAGEMENT PLAN

V. PROJECT ORGANIZATION AND STAFFING

VI. PROJECT WORK PLAN

VII. DETAILED BUDGET REQUIREMENT

VIII. QUALITY ASSURANCE TOOL

Noted:

SDO Chief (for SGOD/CID) /ASDS (for OSDS)

Approved:

Schools Division Superintendent

PPA Proposal /2023/SGOD-PRS-BRL

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