



Republic of the Philippines  
**Department of Education**  
REGION II - CAGAYAN VALLEY  
SCHOOLS DIVISION OF BATANES

**DIVISION MEMORANDUM**  
SGO-2023- **118**

To : Assistant Schools Division Superintendent  
Division Chiefs  
Principal, Valugan IS  
Principal, Ivana ES  
Principal, Uyugan ES  
Principal, Batanes NSHS  
Principal, Ivana NHS  
Principal, Sabtang NSF

From : **ALFREDO B. GUMARU JR. EdD, CESO V**  
Schools Division Superintendent

Date : July 10, 2023

Subject : **PRESENTATION IN THE THIRD REGIONAL PLANNING CONFERENCE  
ON STRATEGIC & OPERATIONAL PLANNING**

1. The Department of Education, Region 02 through the Policy, Planning and Research Division is conducting the Third Regional Planning Conference in November 2023.
2. One of the highlights of the conference is a contest on Strategic & Operational Planning showcasing the implementation of initiatives/best practices distinct to other schools in addressing learning challenges aligned to MATATAG.
3. As one of the regionally validated SBM Levels – 2 & 3 school, you are identified as official entry in the contest. Please comply with the following initial requirements to be submitted to this Office on or before Friday, July 14, 2023 through the SGOD-Planning Unit:
  - 2 copies soft bounded or ring bounded latest quality assured School Implementation Plan (ESIP)
  - 2 photocopies Work and Financial Plan (from Q1 of 2021 to Q2 of 2023) with corresponding PPMP and APP (duly signed)
  - 2 photocopies Annual Implementation Plan for the last 3 years (duly signed)
  - 2 photocopies of Certificate of SBM Level of Practice issued by the RO
  - 2 photocopies Rated Office Performance Commitment & Review Form (OPCRF) of the School Head for the last three (3) years
  - Notable Practices and PAPs aligned to the MATATAG Key Initiatives
4. For your strict compliance.

SGOD/myn/orc



Address: Basco, Batanes, 3900  
Contact No.: 09996027630; 09163509382  
Email Address: [batanes@deped.gov.ph](mailto:batanes@deped.gov.ph)  
Facebook: facebook.com/deped.batanes



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