

TRACKING # _____

23517 - 2021

DATE: 05 AUG 2021



Republic of the Philippines

Department of Education

Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

3 August 2021

Division MEMORANDUM

No. 360, s. 2021

To : Assistant Schools Division Superintendent
 Chiefs of CID and SGOD
 Education Program Supervisors and Coordinators
 Public Schools District Supervisors/District-in-charge
 Heads of Functional Divisions and Sections
 All School Heads and Teachers
 This Division

TRACKING OF INSET TRAININGS FOR THE 3RD QUARTER

1. This office hereby informs every division/unit heads/program holder of trainings and activities for C.Y. 2021 to update the conduct of the trainings stipulated in the PMIS, including the activities with issuance of SARO/HRTD Funds.
2. It was noted in the DMEA result C.Y. 2021 – 2nd Quarter that the fund utilization for the 2nd Quarter was only 24%, affecting our performance on timeliness during Surveillance Audit for ISO 9001:2015, where the operation should be realized to as planned.
3. As an M&E mechanism on the conduct of trainings all program coordinators on the list are hereby to accomplish the form found on the enclosure not later than August 9, 2021.

4. Below is the tracking of Trainings amended as of second quarter.

Functional Division	Total No. of Trainings Planned	Total No. of Trainings Conducted	Implementation Rate
CID	42	4	10%
OSDS	19	6	32%
SGOD	15	4	27%

5. Wide For wide and immediate response of this order is highly desired.

JOSITA B. CARMEN, CESO V
 Schools Division Superintendent




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ISO Cert. No. AW/PH909100102

DC No: I-OSDS-002



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Encl.: as stated

References: as stated

To be indicated in the Perpetual Index
under the following subjects:

TRAINING PLAN

PROFESSIONAL DEVELOPMENT

L&D

EGM/DM- TRACKING OF INSET TRAININGS FOR THE 3RD QUARTER 360/August 3, 2021



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Date: 4/22/2021

Version: V5



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Republic of the Philippines
Department of Education
 Caraga Region
 SCHOOLS DIVISION OF SURIGAO DEL SUR

QUARTERLY TRACKING OF CY 2021 TRAININGS CHARGEABLE TO DIVISION INSET FUND

Functional Division: Office of the Schools Division Superintendent

Allocation: 1,500,000

	Title of Training/ Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
FIRST QUARTER								
1	Performance Monitoring of the AOs	58,850.00	March 2021	Elvira S. Urbizondo			Conducted beyond scheduled April 23, 2021	
2	Moral Recovery Program and Spiritual Enhancement	100,000.00	March 2021	Shirlene E. Crabajales			Conducted as scheduled March 2, 2021	
3	Launching of the National Women's Month Celebration cum Orientation on Gender Responsive Basic Education Policy	129,200.00	March 2021	Mary Luz B. Advincula-Niere			Conducted as scheduled April 8, 2021	
4	Training-Workshop on HGDD for Division Program Owners & Section Heads	39,350.00	March 2021	Mary Luz B. Advincula-Niere			Conducted as beyond scheduled April 6, 2021	
5	Culmination of National Women's Month Celebration	32,200.00	March 2021	Mary Luz B. Advincula-Niere				
SECOND QUARTER								
6	Orientation of Teacher I Applicants	50,000.00	April 2021	Jasmin R. Lacuna				
7	Quarterly Financial Reconciliation Workshop	100,000.00	March, June, September, December	Bethany I. Evilla				
8	Orientation of Applicants for Promotion	50,000.00	June 2021	Jasmin R. Lacuna				
9	Webinar on School Tilling for School Heads	100,000.00	June 2021	Atty. Joseph Eric Lumactud			Conducted as scheduled June 3,4,10,11,17,18,24,25 July 1,2,8,9,15,16,22,23.	



Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

QUARTERLY TRACKING OF CY 2021 TRAININGS CHARGEABLE TO DIVISION INSET FUND

Functional Division: **Office of the Schools Division Superintendent**

Allocation: **1,500,000**

Title of Training/ Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
THIRD QUARTER							
10	Capacity-Building for District Property Custodians	September 2021	Dante E. Grumo				
11	Personal Financial Management for Non-Teaching Personnel	September 2021	Elvira S. Urbizondo			Conducted July 26, 201	
12	Frontline Service Training	September 2021	Shirlene E. Crabajales				
13	Training-Workshop on GAD Planning, Budgeting, and Auditing for Division Program Owners & Section Heads	August 2021	Mary Luz B. Advincula-Niere				
14	Training-Workshop on GMIEF for School Leaders (Batch 1 & 2)	July 2021	Mary Luz B. Advincula-Niere				
15	Training-Workshop on GMIEF for Division Program Owners & Section Heads	July 2021	Mary Luz B. Advincula-Niere				
FOURTH QUARTER							
16	Empowering Administrative Support Personnel	October 2021	Shirlene E. Crabajales				
17	Launching of the 18-Day Campaign to End VAW	November 2021	Mary Luz B. Advincula-Niere				
18	Culmination of the 18-Day Campaign to End VAW	December 2021	Mary Luz B. Advincula-Niere				
19	Year-End Performance Review and Re-orientation of the KRA-based on Compendium of Division Personnel	December 2021	Elvira S. Urbizondo				
Total Allocation					1,500,000.00		



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SCHOOLS DIVISION OFFICE OF SURIGAO DEL SUR

QUARTERLY TRACKING OF CY 2021 TRAININGS CHARGEABLE TO DIVISION INSET FUND

Functional Division: Curriculum Implementation Division

Allocation: 2,464,000

No.	Title of Training/Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
1	Training of Division Illustrators and Layout Artists and LR Packaging of PPE Exemplars	135,650.00	February 2021	Byran Arreo				
2	Three Day Division Kindergarten Training for newly hired Kindergarten teachers on how to administer ECCD Checklist, Developing Oral language with ICT Integration and Instructional Material preparation.	90,000.00	January 2021	Marilyn Quinto				
3	Capability Building for Key Stage 2 - 3 Teachers in Literacy Instruction	135,000.00	Feb -March 2021	Camela Lerio				
4	Capacity Building for English and Filipino Teachers on Designing Activities and Developing Questions Across Cognitive Process Dimension	20,000.00	January 2021	Carl Correos			Conducted as scheduled	
5	Workshop on Video Production for Television-Based Instruction Mathematics 8 for 2nd Quarter	244,800.00	January 2021	Carl Correos			Conducted as scheduled	
6	District Training on Content and Pedagogy of the K to 12 Basic Education Program in the New Normal	20,000.00	January 2021	Analiza Guevarra-Barobo II				
7	Seminar-workshop on Utilization Appropriate Teaching and Learning Resources	20,000.00	February 2021	Brenda Adlawan-Barobo III				
8	Training Workshop on teaching and learning process	20,000.00	March 2021	Aileen Abunda-Bayabas				
9	School LAC on Developing HOTS Questions Using the Revised Blooms Taxonomy	20,000.00	March 2021	Jeanette Quinto-Cantilan I				
10	InSet on the Use of Technology in online classes.	20,100.00	February 2021	Lorna Almada-Cantilan II				
11	2-Day Inset on how to give/provide QA to LAS and other	20,000.00	February 2021	Jurissa Orquiza-Hin, South				
12	Capacity Building on Theme-Based Assessment and Authentic Performance	20,000.00	February 2021	Arlene Sumabat-Lanza				
13	Training Workshop on the Conduct of Project REA (Read at Home Project) for Lianga II District Reading Teachers	20,000.00	February 2021	Merco G. Loren -Lianga II				
14	Training/Workshop on Creating E-Learning Videos for Kindergarten Teachers of Madrid I District	20,000.00	February 2021	Sol U. Buniel -Madrid I				
15	Pandisitong Pagsasanay sa Pagtuturong Panlitrasi para sa mga Gurong Key Stage 1	20,000.00	February 2021	Norben Moldez-San Miguel I				
16	Capacity Building on the Components of Schools-Based Management (SBM) for School Heads and School SBM Coordinators of San Miguel II District	20,000.00	March 2021	Lily Ann Mendero-San Miguel II				
	Training Workshop on ICT for School Administrators	20,000.00	February 2021	Wilma Premarion -Tagbina I				
	District Seminar-Workshop on Action Research and Campus Journalism	20,000.00	February 2021	Myrna S. Lauron -Tagbina II				



Department of Education
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QUARTERLY TRACKING OF CY 2021 TRAININGS CHARGEABLE TO DIVISION INSET FUND

Functional Division: **Curriculum Implementation Division**

Allocation: **2,464,000**

	Title of Training/ Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
19	Training Workshop on Translating Competencies into SMART Objectives	20,000.00	March 2021	Cynthia Acovedo -Tago I				
20	Capacity Building for School Heads, Master Teachers and School Research Coordinators on Designing Classroom Action Research	20,000.00	February 2021	Loveleah Albarillo - Tago II				
21	District Training on the Implementation of the RPMS for SY 2020-2021 for School Heads and Master Teachers	20,140.00	February 2021	Ramonito Cortes -Carrascal				
22	Training Workshop on Assessment	20,000.00	January 2021	Vergil Eder -San Agustin				
SECOND QUARTER								
23	CID Program Implementation Review in the Light of BE-LCP	127,239.00	April, June, Nov 2021	Celsa A. Casa			Conducted as scheduled May 31, 2021	
24	CID Pre-DMEFA Convergence	160,060.00	April, July, Nov 2021	Celsa A. Casa				
25	Training for Multigrade Teachers	50,000.00	May 2021	Elhie Barceña				
26	Purchase of LRS/LMs for MG Schools	20,000.00	May 2021	Elhie Barceña				
27	Upskilling of TVL Teachers	66,692.00	June 2021	Elhie Barceña				
28	Division Training-Workshop on the Unpacking of EPP/TLE Competencies (ME/CS/CG)	151,757.00	May 2021	Encarnacion Padua				
29	Division Training of Trainers of G2 & G8 Teachers on SPED Inclusive Education	135,690.00	May 2021	Analiza Doloricon				
30	Workshop on local history writing	120,695.00	April 2021	Analiza Doloricon				
31	Online Workshop on the preparation of Individual Educational Plan (IEP)	15,000.00	April 2021	Analiza Doloricon				
32	Division MAPEH Training Workshop on Philippine Folk Dancing, Arts, Musical Rondalla skills & Health Protection & Safety Learning Activities	82,500.00	June 2021	Antonio Salazar				
33	Division Orientation cum Training Workshop on GMRC LR Digitization	135,692.00	May 2021	Megenila Guillen				
34	Virtual Cross Specialization Training of Grades 4,5 and 6 Science Teachers	112,800.00	April 2021	Edna Trinidad				
35	Training Workshop on Action Research for School Heads and School Research Coordinators	20,000.00	April-May 2021	GemmaLynda Montenegro -Cortes II				
36	Training Workshop on Action Research for School Heads and School Research Coordinators	20,000.00	April-May 2021	Felisa Batisil -Hin North				
37	Spiritual Enhancement and Professional Development Training of Madrid II District Personnel	20,000.00	April 2021	Rosalinda Urbizondo -Madrid II				
THIRD QUARTER								
	Division DCP Orientation cum Training Workshop on Digital Citizenship and Responsibility Integration for EPP/TLE teachers	118,935.00	July 2021	Encarnacion Padua			Conducted as scheduled July 29-30, 2021	



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Functional Division: Curriculum Implementation Division

Allocation: 2,464,000

	Title of Training/ Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
FOURTH QUARTER								
39	Division Workshop on the unpacking of MAPEH Competencies (MELCs)	82,250.00	October 2020	Antonio Salazar				
40	Conduct Training Workshop on Action Research for School Heads and School Research Coordinators	20,000.00	December 2021	Lucena Estrada -Cortes I				
41	Capacity Building on Reading and Comprehension Skills and Strategies	20,000.00	December 2021	Myrna E. Mozo -Barobo I				
42	InSet on the Use of Technology in the Management of Operations	20,000.00	December 2021	Jay Dalman -Tagbina III				
	Total Allocation	2,464,000.00						



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QUARTERLY TRACKING OF CY 2021 TRAININGS CHARGEABLE TO DIVISION INSET FUND

Functional Division: **School Governance and Operations Division**

Allocation: **1,500,000**

Title of Training Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
FIRST QUARTER							
1 Capacity Building for Administrative Officer II and School Registrars on LIS, BEIS and other planning reports	100,000.00	March 2020	Ucille P. Galvez	Administrative Officer II	17	Conducted as scheduled March 18-19, 2021	
2 Revisiting of DEDP/ Program Implementation Review	50,000.00	February 2021	Liza Guinguing				
3 Re-Orientation on the Use of the Learning and Development Information System (LDIS) and Continuing Professional Development (CPD) Credit Units Application	44,900.00	March 2021	Mary Luz B. Advincula-Niere	PSDDS/DICs and INSET COOR		Conducted beyond schedule April 7, 2021	
SECOND QUARTER							
4 Seminar-Workshop on Quantitative and Qualitative Research	150,000.00	April 2021	Liza Guinguing				
5 Division Roll-out on the PPSH and PPSS	262,800.00	April 2021	Mary Luz B. Advincula-Niere	PSDDS/DICs and SH		Conducted as scheduled April 22-23, 2021	
6 Training of Trainers on Teacher Induction Program	94,800.00	May-21	Mary Luz B. Advincula-Niere				
7 Training of Teacher Induction Program Evaluators	38,600.00	May-21	Mary Luz B. Advincula-Niere				
8 On-boarding of Newly Hired Non-Teaching Personnel	81,300.00	Jun-21	Mary Luz B. Advincula-Niere				
THIRD QUARTER							
9 Celebration of National Disaster Resilience Month	100,000.00	July 2021	Rufino Reyes				
10 Division Workshop on Profiling of Private Schools Offering Kindergarten, Elementary, and Junior and Senior High Schools in the New Normal	16,500.00	July 2021	Voltaire Asildo				



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Functional Division: **School Governance and Operations Division**

Allocation: **1,500,000**

	Title of Training/ Activity	Amount Allocated	Schedule	Program Coordinator	Target Group	No. of Participants Trained	Status	Ways Forward
11	Quarterly DMEA Presentation	133,500.00	May, August, November, December 2021	Voltaire Asido	Division Personnel		Conducted as scheduled Q1 April 5-7, 2021 Q2 July 7-9, 2021	
12	Training-Workshop on GAD Planning, Budgeting, and Auditing for School Leaders	68,950.00	August 2021	Mary Luz B. Advincula-Niere				
FOURTH QUARTER								
13	Leadership Enhancement Workshop for Student Government Teacher-Advisers cum GAWAD SIKLAB 2021 (Search for Outstanding Student Government Teacher-	100,000.00	December 2021	Glee Chris Urbizondo, Von Jason Casa				
14	Rewards and Recognition cum Pasidungog sa Pinakamadayaw 2021	158,650.00	October 2021	Mary Luz B. Advincula-Niere/ Ethyn G. Mangadiao				
15	Reorientation on Resource Mobilization for District Partnership Focal Persons cum Recognition of Partners	100,000.00	October 2021	Alex Mistula				
	Total Allocation	1,500,000.00						