

Republic of the Philippines Department of Education CORDILLERA ADMINISTRATIVE REGION Wangal, La Trinidad, Benguet



REGIONAL MEMORA No. 256 20

TO

Schools Division Superintendents/OIC-SDS

(Divisions of Apayao, Kalinga, and Tabuk City)

FROM:

SORAYA T. FACULO

Officer-In-Charge

Office of the Assistant Regional Director

DATE

September 13, 2016

SUBJECT:

Training-Workshop on the Continuous Improvement (CI) Methodology for the CI

Teams of the Divisions of Apayao, Kalinga, and Tabuk City

1. Relative to the adoption of the Continuous Improvement Methodology by the CI Teams of the Divisions of Apayao, Kalinga, and Tabuk City, a Training-Workshop on Continuous Improvement for the said CI Teams will be held on September 20-22, 2016 at a venue to be identified by Kalinga Division.

- 2. The training-workshop will be hosted by Kalinga Division. A registration fee of two thousand five hundred pesos (Php 2,500.00) will be paid in cash by each participant from the three (3) divisions to Kalinga Division to defray expenses for the food, accommodation, and materials.
- 3. The training-workshop aims to have the participants:
 - undergo Steps 1-10 of the CI methodology;
 - accomplish the CI proposal template; and
 - conduct a project using the CI methodology.
- The expected participants and Management Team are the following:

Consultants:

Beatriz G. Torno, Ph. D., CESO IV

Assistant Regional Director

Officer-In-Charge, Office of the Regional Director

Soraya T. Faculo

Officer-In-Charge, Office of the Asst. Regional Director

Marie Carolyn B. Verano, CESO VI

Schools Division Superintendent, Kalinga Division

Felipe L. Ballitoc

Officer-In-Charge, Office of the Schools Division Superintendent

Tabuk City Division

Amador D. Garcia, Ph.D

Acting Asst. Schools Division Superintendent

Officer-In-Charge, Office of the Schools Division Superintendent

Apayao Division

Training Team: Emilia M. Faustino

Participants:

Ginadine L. Balagso

Virginia Batan

Aida L. Payang

Marjory T. Valdez Apayao Division.....5

Kalinga Division.....5

Tabuk City Division.....5

ICT Support Staff: Kalinga Division/Tabuk City Division............1

- 5. Three (3) meals and two (2) snacks will be served each day of the training-workshop. The registration fee, transportation, and other incidental expenses of the participants will be charged against local funds subject to existing budgeting, accounting, and auditing rules and regulations.
- 6. Each division will bring at least one (1) laptop.
- 7. Immediate dissemination of this memorandum to all concerned is enjoined.