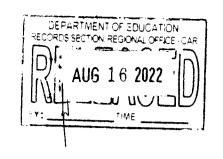


#### Republic of the Philippines

# Department of Education

CORDILLERA ADMINISTRATIVE REGION



15 August 2022

REGIONAL MEMORANDUM No. 409 · 2022

## VIRTUAL ORIENTATION CUM LAUNCHING OF FTAD-MANAGEMENT INFORMATION SYSTEM (FMIS) WITH UMNO-MAIDEN AS MONITORING TRACKING SYSTEM

To: Assistant Regional Director
Schools Division Superintendents
Division SMME/SBM Focal Person
Division Information Technology Officers
All Divisions
All others concerned

- 1. In line with the E-Governance Act of 2020 which recognizes the vital role of communication and information to enhance the access to and delivery of government services, the DepEd-CAR through the Field Technical Assistance Division (FTAD) announces the conduct of Orientation cum Launching of FTAD-Management Information System (FMIS) with UMNO-MAIDEN as Monitoring Tracking System on September 7, 2022, 9:00 am to 4:00 pm via Google Meet through the link meet.google.com/xcx-wctk-ixr.
- 2. This activity aims to:
  - a. orient and launch the FMIS with UMNO-MAIDEN as monitoring tracking system;
  - b. discuss the Regional Memorandum No. 344, s. 2022 "Contextualized Policy on the Repository of School-Based Management (SBM) Best Practices in DepEd-CAR"; and
  - c. create an SDO-SMME portal and link it with FMIS.
- 3. The expected participants are the following:

Division	Name of Participants	Number of participants
Office of the Regional Director	RD Estela P. Leon-Cariño	1
Office of the Assistant Regional Director	ARD Florante E. Vergara	1
Field Technical Assistance Division	CES Ethielyn E. Taqued Rose Melody M. Flores Marjory T. Valdez Elvira M. Cudli	4
Regional ICT Unit	gional ICT Unit  Jumar B. Yago-an  Glenn P. Papa  Vandolph B. Flora	



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DepEd-CAR: Weaver of HOPE and Transformation "Holistic Opportunities for all to be Performing and Excellent Cordilleran Learners"

	Raffy B. Calawa	
School Governance	SMME/SBM Focal	8
Operations Division-	Person/Alternate	
Schools Management	(1 each division)	
Monitoring and		
Evaluation Section		
Division ICTU	Division Information Technology	8
	Officers	
	(1 each division)	
Total		26

- 4. Attached is the matrix of activities (Enclosure 1) and management team and functions (Enclosure 2) for guidance and reference.
- 5. The meals and snacks of the regional office's participants shall be charged against MOOE subject to existing budgeting, accounting, and auditing rules and regulations.
- 6. Should there be queries, feel free to contact the FTAD through car.ftad@deped.gov.ph.
- 7. Immediate dissemination of and strict compliance to this memorandum is directed.

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director

### MATRIX OF ACTIVITY

TIME	ACTIVITY	PERSON IN-CHARGE
8:15 – 9:00	Registration	c/o FTAD
9:01 – 9:15	Opening Program: Pambansang Awit Prayer DepEd Quality Policy Statement Cordillera Hymn Acknowledgment of Participants	Elvira M. Cudli  Marjory T. Valdez EPS, FTAD
	Statement of purpose	Ethielyn E. Taqued CES, FTAD
	Message	Estela P. Leon- Cariño, EdD, CESO III Regional Director
9:16 - 10:00	Background/Rationale of the UMNO-FMIS as a Tracking System	Ethielyn E. Taqued CES, FTAD
10:00-12:00	Presentation of the contextualized policy on the repository of best practices	Rose Melody M. Flores PSDS
12:00 - 1:00	Lunch Break	
1:00 - 2:30	Orientation and Launching of the FTAD-Management Information System (FMIS)	Rose Melody M. Flores PSDS
2:31 – 3:00	Editing of the SMME Portal	c/o ICT/SBM Focal
3:00 - 3:30	Open Forum/Question and Answer/Feedback	Marjory T. Valdez EPS, FTAD
3:31 – 3:50	Agreements and Ways forward	Marjory T. Valdez EPS, FTAD
3:51-4:00	Closing Remarks	Florante E. Vergara Assistant Regional Director

Enclosure 2 of RM No. 409 · 2022

# **ACTIVITY COMMITTEE**

COMMITTEES	TERMS OF REFERENCE	PERSONNEL
Consultants	Manages the overall	Estela P. Leon-Cariño, EdD, CESO III
	conduct of the activity	Regional Director
		Florante E. Vergara
		Assistant Regional Director
Chairperson/s	Plans the details and	Ethielyn E. Taqued
	organizes the activity	Chief Education Supervisor, FTAD
	Recommends procedures	
	or guidelines in the	
	implementation of the	
	activity	
Coordinator/s	Coordinates/assists in	Rose Melody Flores
,	providing direction to the	PSDS, FTAD
	activity	Jumar B. Yago-an
	3	ITO I, ICTU
Co-Coordinator	Assists the coordinator in	Marjory T. Valdez
	providing direction to the	EPS, FTAD
	activity	Vandolph B. Flora
		Computer Programmer II, ICTU
Registration and	Handles the registration	Elvira M. Cudli
Attendance	and attendance of the	Administrative Assistant I, FTAD
	activity	
Documenter/s	Documents the highlights	Elvira M. Cudli
•	of the presentation,	Administrative Assistant I, FTAD
	questions from	
	participants, and reactions	Marjory T. Valdez
	of the reactors	EPS, FTAD