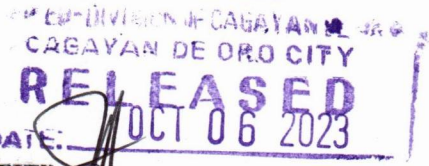




Republic of the Philippines
Department of Education

REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

5 October 2023

DIVISION MEMORANDUM

No. 514, s. 2023

**PARTICIPANTS TO THE WORKSHOP ACTIVITIES ON THE DEVELOPMENT OF
INSTRUCTIONAL SUPERVISION FRAMEWORK (ISF)**

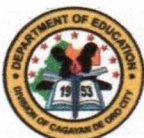
To: **MILAGROS P. RECAMADAS**
Public Schools District Supervisor

MAURITA M. DONASCO
School Principal I, Indahag NHS

This Division

1. This refers to **DM-CT-2023-263** dated September 8, 2023 titled **Workshop Activities on the Development of Instructional Supervision Framework (ISF)**, you are hereby directed to attend the Workshop on the Refinement and Finalization of Instructional Supervision Framework.
2. The details of the workshop activities are as follows:
 - Workshop on the Refinement of Instructional Supervision Framework
October 10-13, 2023, Legazpi City, Region V
 - Workshop on the Finalization of Instructional Supervision Framework
October 17-20, 2023, Iloilo City, Region VI
3. The board and lodging costs shall be charged to Basic Education Curriculum (BEC) Fund 2023 while the travel and other incidental expenses shall be charged against BEC downloaded travel funds subject to the accounting and auditing rules and regulations.
4. Attached is Memorandum DM-CT-2023-263 for the other details.
5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all personnel regardless of age, gender, sexual orientation, disability, religion, and ethnicity.
6. Immediate compliance to this Memorandum is desired.

ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048
Email: cagayandoro.city@deped.gov.ph

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index

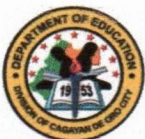
under the following subjects:

INSTRUCTIONAL SUPERVISION

HUMAN RESOURCE

JSM-/DM-participants to the workshop activities on the development of instructional supervision framework

Competence
Diligence
Outstanding Integrity



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City

Telephone: (08822) – 8550048

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Department of Education
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

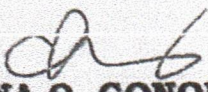
MEMORANDUM
DM-CT-2023-263

TO : **GILBERT T. SADSAD**
Regional Director, Region V

RAMIR B. UYTICO
Regional Director, Region VI

EVELYN R. FETALVERO
Regional Director, Region VIII

ARTURO B. BAYOCOT
Regional Director, Region X

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching

SUBJECT : **WORKSHOP ACTIVITIES ON THE DEVELOPMENT OF INSTRUCTIONAL SUPERVISION FRAMEWORK (ISF)**

DATE : **September 8, 2023**

The Bureau of Learning Delivery (BLD) will conduct the **Workshop Activities on the Development of Instructional Supervision Framework (ISF)** in support of the Philippine Professional Standards for Supervisors (DepEd Order No. 25, s. 2020).

By the end of the workshops, the participants will be able to:

1. develop the draft policy document on the ISF for DepEd;
2. guide all Regional Offices and Schools Division Offices in performing their Instructional Leadership duties and responsibilities which entails supporting the school leaders in implementing ISF; and
3. contribute to the improvement of learning outcomes by integrating high-quality assessments and reflective teaching practices, leading to a more holistic and student-centered approach to education.

The details of the said activities are:

Workshop Activity	Date	Venue
Workshop on the Development of Instructional Supervision Framework	October 3-6, 2023	Cagayan De Oro City, Region X
Workshop on the Refinement of Instructional Supervision Framework	October 10-13, 2023	Legazpi City, Region V
Workshop on the Finalization of Instructional Supervision Framework	October 17-20 2023	Iloilo City, Region VI

Department of Education
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

The following participants are expected to attend the aforesaid activities:

Expected Regional Participants	RO (1 pax)	SDO (4 pax)
• Regional Education Program Supervisor (EPS)	1	
• Division Education Program Supervisor (EPS)		1
• Public Schools District Supervisor (PSDS)		1
• School Principal I-IV		1
• Head Teacher I-VI		1
Total No. of Pax per Region		5

The breakdown of the number of expected participants by region is provided in **Annex A** of this memorandum.

Participants are expected to bring their approved travel order and laptop. They are also enjoined to confirm their attendance by completing the online registration form through the link <https://bit.ly/InstructionalSF2023> on or before **September 22, 2023**.

The travel dates of participants must be in accordance with the program schedule provided in **Annex B** of this memorandum. The first meal served on Day 1 is breakfast while dinner on Day 4 is the last meal. The activity matrix will be provided during the first day of the workshop activity.

The board and lodging of participants shall be charged against the 2023 Basic Education Curriculum (BEC) Fund while travel expenses shall be charged against BEC downloaded travel funds subject to the usual accounting rules and regulations.

For inquiries, please contact Mr. Danilo G. Soriano Jr., Supervising Education Program Specialist, Bureau of Learning Delivery - Teaching and Learning Division, at (02)638-47 -99, (02)687-29-48, +63 961 838 1226 or through email address danilo.soriano@deped.gov.ph.

For dissemination and strict compliance.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

Department of Education
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

Annex A to DM-CT-2023-_____

**Number of Expected Participants per Region for the Workshop Activities on
the Development of Instructional Supervision Framework (ISF)**

**Workshop on the Development of Instructional Supervision Framework:
October 3-6, 2023 at Cagayan De Oro City, Region X**

Region	Number of Expected Participants
V	5
VI	5
VIII	5
X	5
Total	20

**Workshop on the Refinement of Instructional Supervision Framework:
October 10-13, 2023 at Legazpi City, Region V**

Region	Number of Expected Participants
V	5
VI	5
VIII	5
X	5
Total	20

**Workshop on the Finalization of Instructional Supervision Framework:
October 17-20, 2023 at Iloilo City, Region VI**

Region	Number of Expected Participants
V	5
VI	5
VIII	5
X	5
Total	20

Annex B to DM CT 2023 _____

**Program Schedule for the Workshop Activities on the Development of
Instructional Supervision Framework (ISF)**

Workshop Activity	Check in Time	Check out Time	Start of Session	End of Session	First Meal	Last Meal
Development	2:00 pm (October 3)	12:00 NN (October 6)	8:00 AM (October 3)	5:00 PM (October 6)	Breakfast (October 3)	Dinner (October 6)
Refinement	2:00 pm (October 10)	12:00 NN (October 13)	8:00 AM (October 10)	5:00 PM (October 13)	Breakfast (October 10)	Dinner (October 13)
Finalization	2:00 pm (October 17)	12:00 NN (October 20)	8:00 AM (October 17)	5:00 PM (October 20)	Breakfast (October 17)	Dinner (October 20)