



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

May 4, 2023

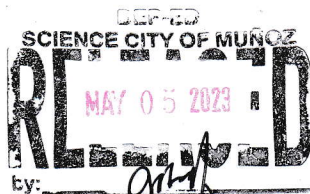
SCHOOLS DIVISION MEMORANDUM

No. 199, s. 2023

**PREPARATION AND IMPLEMENTATION OF SCHOOLS DIVISION OFFICE
INNOVATIONS AND PROFESSIONAL DEVELOPMENT PROGRAMS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Unit Heads
All Others Concerned

1. In relation to the target number of Innovations and Professional Development (PD) Programs in our Schools Division Office for the Calendar Year 2023, each functional division namely Curriculum Implementation Division (CID), School Governance and Operations Division (SGOD), and Office of the Schools Division Superintendent (OSDS), is hereby directed to prepare and implement at least two (2) innovations and Professional Development (PD) Programs per semester.
2. To ensure compliance of each division with this requirement, the Chiefs, Section, and Unit Heads are advised to divide their respective personnel into two groups. One group will be assigned to Innovations and the other group, to the PD Programs for the 1st semester and then take turns during the 2nd semester.
3. Innovation and PD Proposals shall be submitted on or before May 19, 2023, for evaluation and acceptance by the top management. On the other hand, the innovation completion reports shall be submitted on or before July 10, 2023, for approval.
4. Immediate dissemination of this issuance is earnestly desired.



Johanna N. Gervacio
JOHANNA N. GERVACIO, PhD, CESO V
Schools Division Superintendent

RCDG/SDO-Implementation SDO Innovation
006/May 4, 2023



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