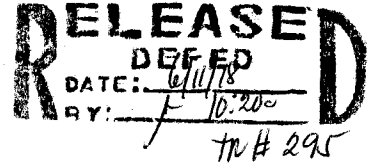


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region 1
SCHOOLS DIVISION OFFICE
Dagupan City

Email Add.: deped.dagupan@deped.gov.ph/ Telefax No. (075) 515-6009


Division Memorandum No. 204 s., 2018
To: Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

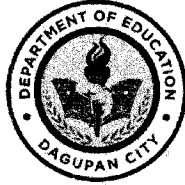


From: **Office of the Schools Division Superintendent**
Date: **June 6, 2018**

Subject: **Submission of Work and Financial Plan for the Learning and Development Program in Schools**

1. The Department of Education recognizes the role of administering the needed, relevant and up-to-date learning and development program. This is not only in response to the R.A. 10912 also known as the Continuing Professional Development Law or CPD Law of 2016 but more so on ensuring that the teachers deliver quality instruction to ensure the attainment of DepEd's Vision and Mission.
2. The National Educators Academy of the Philippines was recently accredited by the Professional Regulations Commission (PRC) as one of the CPD Providers. This accreditation covers all DepEd Offices upon compliance to the set requirements by DepEd, NEAP and PRC.
3. Anent to this, our Schools Division Office through the Human Resource and Development would want to ensure that all matters pertaining to the learning and development of all teaching and non-teaching personnel are properly coordinated and funds are properly utilized in order to respond to the identified learning and development needs of our employees.
4. All school heads are then enjoined to submit their school's work and financial plan for School Year 2018-2019. See attached template.
5. All School Heads are also advised to appoint a L&D Coordinator for the school. For big schools, one coordinator should be designated for each subject area.
6. Please submit the said report on or before July 2, 2018 at the SDO-SGOD-HRDS office.
7. Immediate dissemination and compliance to the contents of this memorandum is desired.

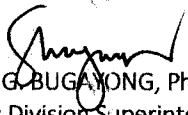

LORNA G. BUGAYONG, Ph.D., CESO VI
Schools Division Superintendent
an



Republic of the Philippines
 DEPARTMENT OF EDUCATION
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WORK AND FINANCIAL PLAN FOR LEARNING AND DEVELOPMENT PROGRAM
 School Year 2018-2019

Key Performance Indicator/s	Program/Project/Activity	Physical Target												Financial Target											
		May 2018	June 2018	July 2018	Aug. 2018	Sept. 2018	Oct. 2018	Nov. 2018	Dec. 2018	Jan. 2018	Mar. 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sept. 2018	Oct. 2018	Nov. 2018	Dec. 2018	Jan. 2018	Mar. 2018	April 2018	May 2018	
Prepared by: <i>School Head</i>	Reviewed by: MITCHELLENE VIGILIA-RIVO SEPS-HRDS	Approved:  LORNA G. BUGAYONG, PhD, CESO VI Schools Division Superintendent																							