



Republic of the Philippines
Department of Education
 REGION XI
 SCHOOLS DIVISION OF DAVAO DEL NORTE

DEPED DIVISION OF DAVAO DEL NORTE
 RECORDS SECTION
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Office of the School Governance and Operations Division

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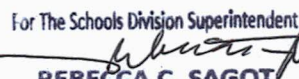
DIVISION MEMORANDUM
 No. 558, s. 2022

COACHING AND MENTORING OF CONTINUOUS IMPROVEMENT TRAINED SCHOOL HEADS AND NON-TEACHING PERSONNEL OF THE DIVISION OF DAVAO DEL NORTE

To: Assistant Schools Division Superintendent
 Chief Education Program Supervisor, Curriculum Implementation Division
 Chief, Education Program Supervisor, School Governance and Operations Division
 Education Program Supervisors, Curriculum Implementation Division
 Public Schools District Supervisors
 School Heads, Integrated, Elementary and Secondary Schools

1. The Division of Davao del Norte has conducted training on Continuous Improvement (CI) to 65 School Heads and Non-Teaching personnel on April 5-8, 2022 at Heroben Hometel, Tagum City. One of the expected outputs from the participants is the enhancement of school and office processes which will lead to the improvement of performances and satisfaction of the needs of the customers.
2. To provide support to our CI advocates, a coaching and mentoring session shall be conducted beginning May 4, 2022, until the CI Summit on October 2022. **All sessions shall be conducted either online or face-to-face during school days and within the school premises. Further, it is DIRECTED that all participants during the face-to-face coaching and mentoring will bring their own meals and snacks.**
3. Travelling expenses incurred relative to the conduct of this activity shall be chargeable against school Maintenance and Other Operating Expense (MOOE) funds subject to the usual accounting and auditing rules and regulations.
4. All concerned are required to STRICTLY observe the health protocols as prescribed by the Inter-Agency Task Force (IATF) on COVID 19 during this pandemic. Further, all is also encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by this office.
5. For widest dissemination.

DEE. D. SILVA, DPA, CESO V
 Schools Division Superintendent

For The Schools Division Superintendent

REBECCA C. SAGOT
 - Assistant Schools Division Superintendent

