



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

December 9, 2020

REGIONAL MEMORANDUM

No. **631**, s. 2020

CONVERGENCE OF REGIONAL AND SCHOOLS DIVISION OFFICE PLANNING UNITS

To: Schools Division Superintendents
 All Others Concerned

1. This Office, through the Policy Planning and Research Division (PPRD), will be conducting a two-day Convergence of Regional Office (RO) and Schools Division Office (SDO) Planning & Research Units on December 14-15, 2020 through Microsoft Teams.
2. This activity aims to align the duties and responsibilities of the RO and SDO Planning & Research personnel and develop a harmonized plan for 2021 toward strengthening the existing strategies on planning, data management, and research in DepEd Region VIII.
3. The expected participants are the Chief Education Supervisors of the School Governance and Operations Division, Senior Education Program Specialists for Planning and Research, and Planning Officers of the 13 Schools Division Offices and the PPRD personnel.
4. Expenses for meals and rental of the Training Hall for the conduct of this activity shall be charged to PPRD Funds subject to the availability of funds and the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

RAMIR B. UYTICO EdD, CESO IV

Director IV

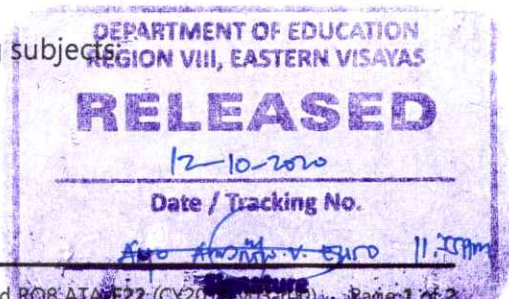
Enclosures: Training Matrix

References: None

To be indicated in the Perpetual Index under the following subjects:

CONVERGENCE PLANNING RESEARCH

PPRD-MBG



**YEAR-END PLANNING & RESEARCH CONVERGENCE
AND VIRTUAL STRATEGIC COORDINATION WORKSHOP**

December 14-15, 2020 via Microsoft Teams

SCHEDULE OF ACTIVITIES

TIME	ACTIVITY/TOPIC	PERSONS RESPONSIBLE
DAY 1		
09:00-10:00	Opening Program	PPRD
10:00-12:00	10-minute Presentation of 2020 Accomplishments 1. Policy, Planning, and Research Division 2. Planning and Research Sections of all 13 Schools Division Offices	PPRD and All SDOs
12:00-01:00	LUNCH BREAK	
01:00-02:00	Continuation of Presentations	
02:00-03:30	Workshop 1: Actual Job Functions Which actual duties and responsibilities fill the schedule and workloads of the Senior Education Program Specialist for Planning & Research and the Planning Officer III?	Mark Gallano
03:30-05:00	Duties and Responsibilities of the Planning & Research Units of the Regional Office and Schools Division Offices	Sid Catubig
DAY 2		
08:30-09:00	Preliminaries	
09:00-10:00	Sharing of FY 2021 Implementation Plans	PPRD and All SDOs
10:00-11:00	Workshop 2: Strategies Which innovative and efficient strategies and activities are the best options in the delivery of the duties and responsibilities of the planning units?	Jennylynd Daya
11:00-12:00	Finalization of the Harmonized 2021 Strategic Plan and Commitment Pledge	John Delorino
12:00-01:00	LUNCH BREAK	
01:00-02:00	Ways Forward and Closing Program	PPRD