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Republic of the Philippines  
**Department of Education**  
REGION XI  
**SCHOOLS DIVISION OF DAVAO DE ORO**



Office of the Schools Division  
Superintendent

14 Oct 2024

DIVISION MEMORANDUM  
SGOD-2024-**943**

**FINALIZATION OF SCHOOLS DIVISION OFFICE ANNUAL  
IMPLEMENTATION PLAN (AIP) FOR FY 2025**

To: Emma A. Camporedondo, ASDS  
Arlyn B. Lim, PhD, Chief -CID  
Ruben J. Reponte, EdD, Chief – SGOD  
Norberto S. Manlangit, CE – AO V  
All Section Heads  
All Other Concerned

1. The School Division of Davao de Oro is now preparing for its Annual Implementation Plan (AIP) for Fiscal Year 2025 and to finalize our plan, we will be collecting the Functional Division’s plans and targets towards achieving the programs, projects, and activities identified in the Division Education Development Plan.
2. With this, annual planning will be on October 28, 2024, at 8:00 am at Prosperity Hall, Nabunturan, Davao de Oro.
3. Moreover, each Functional Division will assess their Programs, Projects, and Activities (PPAs) based on the results of the Monitoring, Evaluation, and Assessment (MEA)-Program Implementation Review (PIR) as to their implementation and that all plans and targets of their respective Sections/Units/Programs are aligned towards achieving the programs, projects, and activities stipulated in the Division Education Development Plan.
4. Attached is the list of the participants and matrix of the activities.
5. This memorandum serves as the **Authority to Travel (ATT)** for all participants whose travel authority is approved by the undersigned.
6. Widest dissemination and strict compliance with this Memorandum is directed.

**PHOEBE GAY L. REFAMONTE, CESO VI**  
OIC - Schools Division Superintendent *PR*

Reference:  
FN: ResearchNewsletterandJournal



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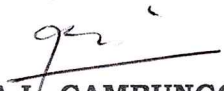
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**List of Participants**

1. Phoebe Gay L. Refamonte
2. Emma A. Camporendondo
3. Arlyn B. Lim
4. Ruben J. Reponte
5. Norberto S. Manlangit
6. Renato N. Pacpakin, Ed.D
7. Grace D. Pontillas, Ed.D
8. Emmanuel B. Clarion
9. Andy P. Cabodoc, Ed.D
10. Ariel G. Castillo
11. Nohara O. Pinute
12. Dexter A. Cequiña, Ed.D
13. Noemi P. Canales
14. Hilda A. Opeña, Ed.D
15. Mary Ann R. Laquitao
16. Wilfredo P. Takasan
17. Lewi Mat Dexter M. Bello
18. Nisan Lejan M. Cal
19. Randy C. Caneda
20. Renalyn Jean B. Balong
21. Gringo John B. Pelaez
22. Bob Dylan S. Milabat
23. Billy Anjo A. Labradores
24. Luz E. Comonal
25. Shiela L. Cambungga
26. Ana M. Cerbo
27. Marion A. Espenoza
28. Joel S. Jumalon
29. Rosalie G. Maghinay
30. Marnelyjane A. Bernal
31. Dennis C. Alcano
32. Annalyn M. Loreto
33. Amor P. Curimao
34. Joseph J. Corpuz
35. Milagros L. Revilleza

Prepared by:

  
**SHIELA L. CAMBUNGGA**  
PLANNING OFFICER III

Recommending Approval:

**EMMA A. CAMPOREDONDO, CESO VI**  
Assistant Schools Division Superintendent

Approved:

  
**PHOEBE GAY L. REFAMONTE, CESO VI**  
OIC - Schools Division Superintendent



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**Matrix of Activities**

<b>Time</b>	<b>Activities</b>	<b>Responsible Persons</b>	<b>Method</b>
8:00-8:30 am	Registration/ Attendance	Secretariat/TWG	Manual
8:31-8:45 am	Prefatories	Secretariat/TWG	Manual
8:46-9:00 am	Welcome Message	Emma A. Camporedondo ASDS	
9:01-10:00 am	Presentation of AIP 2025 <b>SGOD</b>	Ruben J. Reponte, EdD SGOD Chief	lecture- discussion
10:01-10:30 am	Provision of Feedback	Phoebe Gay L. Refamonte, CESO VI OIC- SDS Emma A. Camporedondo, CESO VI ASDS	
10:31 -11:30 am	Presentation of AIP 2025 <b>CID</b>	Arlyn B. Lim, PhD CID Chief	lecture- discussion
11:31-12:00 nn	Provision of Feedback	Phoebe Gay L. Refamonte, CESO VI OIC- SDS Emma A. Camporedondo, CESO VI ASDS	
12:01 nn-1:00 pm	Lunch Break		
1:01-2:00 pm	Presentation of AIP 2025 <b>OSDS</b>	Norberto S. Manlangit AO V	lecture- discussion
2:01 pm -2:30 pm	Provision of Feedback	Phoebe Gay L. Refamonte, CESO VI OIC- SDS Emma A. Camporedondo, CESO VI ASDS	
2:30-3:30 pm	Revision of AIP	All Functional Division	lecture- discussion
3:30-4:30 pm	Consolidation of Revised AIP	All Functional Divisions	lecture- discussion
4:31-4:35 pm	Message	Phoebe Gay L. Refamonte, CESO VI SDS	