



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY
City of Tagbilaran



August 8, 2019

DIVISION MEMORANDUM
NO. 377, s.2019

Addendum to Division Memorandum No. 362, s.2019 re:” COLLECTION OF TEACHERS’ IPCRF DATA FOR ESTABLISHMENT OF BASELINE ON TEACHERS’ PROFICIENCY LEVEL FOR SY 2018-2019 AND SY 2019-2020”

**TO: Public Elementary and Secondary School Head
Public Elementary and Secondary School ICT Coordinators (Data Management & Information Systems Support)
Division Information Technology Officer
HRDD
All Others Concerned**


1. In reference to Division Memorandum No. 362, s. 2019 on Collection of Teachers' IPCRF Data for Establishment of Baseline on Teachers' proficiency Level for SY 2018-2019 and SY 2019-2020, this office through the Human Resource Development Division (HRDD) and ICT Unit, will conduct an Orientation on Teachers' IPCRF Data Collection and Consolidation Workshop on August 14-15, 2019, at Division of City Schools – Tagbilaran City Conference hall.

2. Participants and schedules to this orientation are as follows:

Date and Time	Participants	School
August 14, 2019, 8:00AM-12:00PM	1. Elementary School Heads 2. School ICT Coordinator (Data Management & Information Systems Support)	1. Bool ES 10. City East ES 2. Cabawan ES 3. Dampas ES 4. Dao ES 5. Mansasa ES 6. San Isidro ES 7. Tagbilaran City Central ES 8. Tagbilaran City Central School Special Science Elementary School (SSES) 9. Tagbilaran City Central School SPED Center
August 14, 2019, 1:00PM-5:00PM	1. Elementary School Heads 2. School ICT Coordinator (Data Management & Information Systems Support)	1. Booy ES 2. Booy South ES 3. Cogon ES 4. Eastern Cogon 5. Manga ES 6. Taloto ES 7. Tiptip ES 8. Ubujan ES

August 15, 2019, 8:00AM-12:00PM	1. Secondary School Heads (Junior and Senior) 2. School ICT Coordinator (Data Management & Information Systems Support) (Junior and Senior)	1. Cogon HS Evening Class 2. Dr. Cecilio Putong NHS 3. Manga NHS 4. Mansasa NHS 5. San Isidro NHS 6. Tagbilaran City Science HS 7. Tagbilaran HS for Hearing Impaired
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3. Attendance of the mentioned participants are highly expected thus sending of proxy is not allowed.
4. The participants must bring the following:
 - i. Laptop
 - ii. Extension wire
 - iii. Teachers' IPCRF for SY 2018-2019
 - iv. List of teachers with employee number and specialization/subject taught
5. Participants are required to come on time and stay until the completion of the report/workshop.
6. For information, guidance and strict compliance.


NERI C. OJASTRO, Ed.D., CESE
Assistance Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

