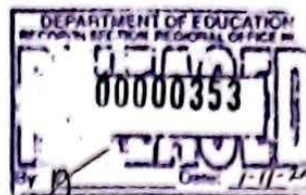




Republic of the Philippines
Department of Education
REGION V - BICOL



09 Jan 2024

REGIONAL MEMORANDUM

No. **000046**, s. 2024

**ADDENDUM AND CORRIGENDUM TO THE REGIONAL MEMORANDUM NO. 690,
S. 2023 ON THE CAPACITY BUILDING AND TRAINING ROLL-OUT ON
PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)
FOR SCHOOL LEVEL PILOT TESTING**

To : Assistant Regional Director
Schools Division Superintendents
Chiefs of Finance, QAD, PPRD, CID, and SGOD
Regional Office PMIS Technical Working Group
Policy, Planning, and Research Division
Finance Division
SDO PMIS Key Personnel
All Others Concerned

1. Please be informed that the conduct the Capacity Building and Training Roll-Out on Program Management Information System (PMIS) for School Level Pilot Testing will be on February 6-9, 2024 at NEAP R-5 Function Hall, Rawis, Legazpi City. The indicative program matrix and other administrative and logistical concerns will be issued separately. All other items in the said memorandum remain as is.
2. Further, to facilitate the smooth conduct of the said training, a Regional Staff Orientation Workshop will be conducted on February 5, 2024, 9:00 a.m.
3. Furthermore, all Schools Division Offices are requested to identify and submit the two Pilot Implementing Unit Schools on or before January 12, 2024. The Pilot Schools must be selected based on the following criteria:

Criteria	Description
Size of School	<ul style="list-style-type: none">• Include a mix of school sizes, ranging from small to extra large, to assess the scalability of the PMIS School-Level Module. <i>Ensure representation from various school sizes to understand the system's adaptability across educational settings.</i>
Geographical Location	<ul style="list-style-type: none">• Select schools from diverse geographical locations, including urban, suburban, and rural areas.



Regional Center Site, Rawis, Legazpi City 4500

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Criteria	Description
	<i>Consider regional variations (unique characteristics and challenges) to account for potential differences in educational practices and infrastructure availability.</i>
Technological Infrastructure	<ul style="list-style-type: none"> Assess the technological readiness of schools by considering factors such as the availability of computers, internet connectivity, and other essential technologies. <i>Prioritize schools with existing infrastructure that aligns with the requirements of the PMIS School-Level Module.</i>
Willingness to Participate	<ul style="list-style-type: none"> Engage schools that express a genuine interest and willingness to participate in the pilot testing phase actively. <i>Consider feedback from school administrators, teachers, and personnel regarding their enthusiasm and commitment to the testing process.</i>
Previous Technological Adoption	<ul style="list-style-type: none"> Consider schools with varying levels of experience in adopting and implementing educational technologies. <i>Include schools that are both experienced and relatively new to technological integration to assess the adaptability of the PMIS School-Level Module across different technological backgrounds.</i>
Administrative Support	<ul style="list-style-type: none"> Seek commitment and support from school administrators and leadership to actively engage in the pilot testing. <i>Assess the level of administrative buy-in and collaboration, as it is crucial for successfully implementing the PMIS School-Level Module.</i>
Systems and Process Alignment	<ul style="list-style-type: none"> Ensure that the selected schools' systems and processes align with the features and objectives of the PMIS School-Level Module. <i>Verify that the module can effectively support and enhance the participating schools' existing systems and administrative processes.</i>
Resource Availability	<ul style="list-style-type: none"> Assess the availability of resources, both human and material, within the schools to actively participate in the pilot testing. <i>Consider factors such as the availability of dedicated personnel and the allocation of time and effort for testing activities.</i>

4. The expected participants are the SDO PMIS Focal Person and the designated planning team of pilot schools, composed of the School Head and Non-Teaching staff, that shall provide on-the-ground perspectives, contribute to the planning process, and ensure that the pilot aligns with the practical needs of schools. They are expected to confirm their attendance through this link



https://bit.ly/Confirmation_PMISSchoolLevelRollOut on or before January 12, 2024.

5. For inquiries and clarifications, please contact Ms. Mercy S. Castillo of the PPRD-RO at 0928-874-8631 or e-mail address at mercy.castillo1@deped.gov.ph.

6. Immediate dissemination of and strict compliance with this Memorandum is desired.


GILBERT T. SADSAD
Regional Director

Refs.: Regional Memorandum No. 722, s. 2023 dated November 28, 2023
Regional Memorandum No. 690, s. 2023 dated November 20, 2023
Regional Memo PPRD-2023-010 dated November 10, 2023
Memorandum OUA-OUT dated November 6, 2023

To be indicated in the Perpetual Index
under the following subjects

CAPACITY BUILDING

PMIS

SCHOOLS

PPRD/mec
01/09/2024



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

January 12, 2024

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to Regional Memo No. 46, s. 2024, the SDO PMIS Focal Person, Camarines Sur National High School and Naga City Science High School Principals and one (1) non-teaching staff from each school shall attend the Capacity Building and Training Roll-Out on PMIS on February 6-9, 2024 at NEAP R-5 Function Hall, Rawis, Legazpi City.

2. The expected participants are to confirm their attendance through this link: bit.ly/Confirmation_PMISSchoolLevelRollOut on or before January 12, 2024.

3. For immediate dissemination and strict compliance.


SUSAN S. COLLANO CESO V
Schools Division Superintendent

DM 31, s. 2019 Rider Rev. 01



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