

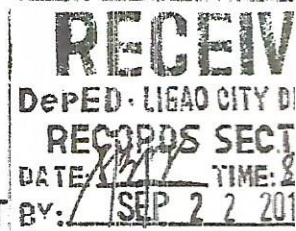


September 21, 2015

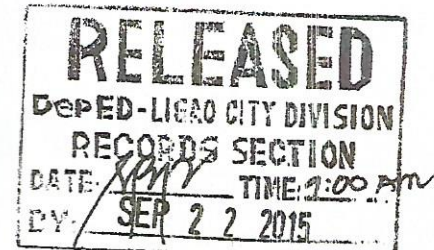
**DIVISION MEMORANDUM**  
No. 47, s. 2015

**1509317**

**DIVISION CONFERENCE ON DATA MANAGEMENT  
ON SIP IMPLEMENTATION**



To: Division Chiefs  
Public Schools District Supervisors  
Elementary and Secondary Schools Heads



1. In order to facilitate the data gathering process relative to the crafting of SIP and the utilization of new SIP toolkit, a one day (1) Division Conference on Data Management of SIP Implementation shall be conducted at the Division Office Function Hall on September 24, 2015.
2. The activity aims to: (1) discuss the data to be gathered in SIP crafting using new SIP toolkit; (2) orient the school heads on the utilization of SIP toolkit, and (3) prepare an action plan on data management for effective and efficient SIP implementation.
3. The participants to this activity are all public schools district supervisors and elementary and secondary school heads. No registration fee shall be collected from the participants. Food and materials needed shall be charged to Division training Fund while the travel expenses shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
4. For your information, guidance and compliance.

**MARIA LUISA P. SAMANIEGO**  
Schools Division Superintendent  
Officer-In-Charge

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

SIP implementation      Data Management  
Training                      Elementary and Secondary Schools