



Republic of the Philippines
Department of Education
 REGION V
 SCHOOLS DIVISION OFFICE OF CATANDUANES




January 22, 2022

DIVISION MEMORANDUM
 OSDS- OSDS -DM- 33 S. 2022

To: Asst. Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

**DIVISION COACHING AND MENTORING SESSION TO ELEMENTARY AND
 SECONDARY SCHOOL HEADS ON RPMS SY 2021-2022**

- In connection with the preparation of the OPCRf of the school heads, this office informs the field that there will be a one (1) day coaching and mentoring session for elementary and secondary school heads on January 26, 2022, and January 27, 2022. 8:00- 5:00 P.M. at a venue to be announced later.
- Because of the present COVID alert level situation in the province and based on the IATF existing guidelines, only three (3) representatives from each district shall attend the coaching and mentoring session which will be determined by the Public Schools District Supervisors. However, all school heads in the secondary shall attend to the said activity. The breakdown is as follows:
 - District Participants:**
 - School Head of the Central Schools
 - 1 Head Teacher
 - 1 TIC/OIC
 - Secondary Schools:**
 - One (1) school head/ Department Head or an authorized representative
- The meals of the participants shall be charged from the HRTD fund CY 2021. However, travel and other expenses relative to the conduct of the Division Coaching and mentoring session shall be charged to school MOOE/ local funds subject to the usual accounting and auditing rules and regulations.
- For information, guidance, and compliance of all concerned.


SUSAN S. COLLANO

Assistant Schools Division Superintendent
 Officer- In- Charge
 Office of the Schools Division Superintendent

Encl: as stated
 To be indicated in the Perpetual Index under the following subjects:
 RPMS OPCRf PMT
 ATB-DM-01-21-22
 Division coaching and mentoring session to elementary
 and secondary school heads on RPMS on 2021-2022



San Roque, Virac, Catanduanes
 (052) 811-40-63
 catanduanes@deped.gov.ph
 www.depedrovcatanduanes.com
 DepEd Tayo-Region V - Catanduanes