



DIVISION MEMORANDUM
No. 74 s. 2016

RELEASED
DepEd-Division Office of Catanduanes
RECORDS SECTION
Date JUL 26 2016
Time 11:45 AM
By [Signature]

TO : SDO Chiefs (CID/SGOD)
Public Schools District Supervisor
Elementary & Secondary School Heads

FROM : *[Signature]*
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT : **INSTITUTIONALIZATION OF CONTINUOUS IMPROVEMENT
IN DEPED CATANDUANES**

DATE : **JULY 26, 2016**

1. With the success of the implementation of Continuous Improvement (CI) Program in Regions and Division in partnership with the Basic Education Sector Transformation (BEST) program, the DepEd- Catanduanes announces the roll- out of the CI program into the school level.
2. The following schools are identified for the pilot roll-out.

Elementary	Secondary
Virac Pilot Elementary School	Bato Rural Development High School
Cabugao Integrated School	Panganiban National High School
Cabcab Elementary School	Catanduanes National High School

3. The identified schools are advised to create a team of five (5) members that shall serve as trainers in the roll out of the program. The composition of the team shall be (1) Master Teacher/ Heat Teacher/ Teacher III, (4) Teachers. The following are the qualifications:
 - a. With facilitating skills
 - b. Computer literate
 - c. Willing to be trained and to commit for a seven month- long coaching session
 - d. No commitment as Regional/ Division Trainer/ facilitator during the duration the of CI training
 - e. A team player & hard working
 - f. Utmost 50 years old
4. The list duly endorsed by the respective school head must be submitted not later than **July 29, 2016** to SGOD HRD section. The schedule of the Basic Continuous Improvement Training will be on September 5-9, 2016 at a venue to be announced later.
5. For compliance.