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Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OF SORSOGON

January 6, 2020

DIVISION MEMORANDUM
No.03, s. 2020

**VALIDATION OF INSTRUCTIONAL LEADERSHIP PROGRAM FOR DISTRICT AND
DIVISION SUPERVISORS (ILPDDS) APPLICATION PROJECTS AND
ACCOMPLISHMENT REPORTS**

TO: Assistant Schools Division Superintendent
Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors
All Others Concerned

1. Following the successful conduct of the training on **INSTRUCTIONAL LEADERSHIP PROGRAM FOR DISTRICT AND DIVISION SUPERVISORS** conducted by the Regional Office V through the Human Resource Development Division, SDO-Sorsogon will conduct validation of the ILPDDS application projects and accomplishment reports on January 24, 2020 at SDO-Sorsogon Conference Hall from 8:00 A.M. to 5:00 P.M.
2. In this connection all Education Program Supervisors and Public School District Supervisors are requested to prepare the following:
 - a. accomplishment report in A4 size coupon bond, double space, not to exceed 250 words, Arial font, 12 font size.
 - b. means of verification and other supporting documents
 - c. 5-minute video presentation recorded in DVD -R capturing the pre-implementation, during implementation, post implementation of the application project and learnings/ insights from the ILPDDS sessions.
3. The participants to this activity shall strictly follow the following:
 - a. 2 minutes for the brief introduction
 - b. 5 minutes for the video presentation
4. Enclosed for reference are the following documents:
Enclosure No. 1 - Schedule and List of EPS's and PSDS's to be Validated
Enclosure No. 2 - Composition of Division Validating Team





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5. Travel and other incidental expenses relative to the conduct of this activity shall be charged against Division MOOE subject to the usual accounting and auditing rules and procedures.
6. For information, guidance and compliance of all concerned.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent 



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Enclosure No. 1 to Division Memorandum No. 03, s. 2020

Schedule and List of EPS's and PSDS's to be Validated

Date of Validation	Names of EPS's/PSDS's
January 24, 2020 A.M.	Michelle H. Guadamor
	Owen N. Castillo
	Alvin T. Rosare
	Emma L. Navas
	Isaias A. Bermas
	Gina Q. Tarog
	Juliet B. Tamboong
January 24, 2020 P.M.	Lucy M. Hamor
	Marissa G. Bendicio
	Noel Agnote
	Rosalina P. Burabod
	Socorro B. Leosala
	Eduardo A. Pollarca
Ma. Bella A. Nares	



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Enclosure No.2 to Division Memorandum No.03,s. 2020

Composition of Division Validating Team
(Instructional Leadership Program for Division and District Supervisors)

Chairman

Ma. Jeany T. Postrado, Ed.D.
Assistant Schools Division Superintendent

Members

Rolando F. Embile
CID Chief

Florencio P. Bermundo
SGOD Chief

Rex T. Barbin
EPS, SGOD
NEAP Learning Facilitator

Bernadette R. Bedis
Senior Education Program Specialist
Secretariat



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