



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

DIVISION MEMORANDUM

No. 181 s. 2023

To: Concerned Public Schools District Supervisors/OIC-PSDSs
Secondary School Heads of Donsol NCHS, Irosin North HS,
Donsol East CS, & Gubat North CS

From: 
WILLIAM E. GANDO, CESO VI
Schools Division Superintendent

Date: September 5, 2023

Subject: Timeline for the Development of Compendium on Bicol's Famous Identities
with Focus on Sorsogon Province

1. In line with Regional Memorandum No. 369, s. 2023 Re: Regional Workshop on the Development of Compendium on Bicol's Famous Identities, this Office through the Curriculum Implementation Division is pleased to announce the timeline on the development of compendium on Bicol's famous identities with focus on Sorsogon Province as indicated below.

Date	Day/s Allotted	Activity	Venue	Persons Involved
September 1, 2023	1 day	Regional Online Orientation on the development of compendium on famous local identities in Bicol Region		SDOs Development Team Regional TWG EPS-II AP
September 4, 2023	1 day	Prepare memorandum regarding coordination meeting of the development	SDO-CID	EPS-I AP/Chairman



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		team Inform the team via messenger group chat about the upcoming meeting		EPS-I AP/Chairman
September 5, 2023	1 day	Conduct Coordination Meeting with the Development Team	SDO- Conference Room (2 nd floor)	EPS-I AP/Chairman
September 6-16, 2023	11 days	Onsite Compendium development (content) of the identified local identities		Writers (Vanessa T. San Diego & Shiela T. Arellano)
		Onsite picture taking of the identified local identities		Illustrator (Israel Joseph B. Escobedo)
		Prepare the layout of the compendium based on LR standard		Layout artist (Cristina E. Lopera)
September 13, 2023, 9:30 a.m.	Half day	Online Follow-up Meeting (Kumustahan)		SDO Development Team
September 17, 2023	1 day	Submit the draft soft copy of the compendium (content) and pictures via the google drive provided by the chairman		SDO Development Team
September 18, 2023, 8:00 a.m.- 5:00 p.m.	1 day	Onsite Presentation and Critiquing (content)	SDO- Conference Room (2 nd floor)	SDO Development Team (LR Evaluator/Chairman)
September 19, 2023	1 day	Offsite Revision and Finalization (content)		Writers (Vanessa T. San Diego & Shiela T. Arellano)
September 20, 2023	1 day	Submit the revised and final soft copy of the compendium through the google drive provided by the		Writers, LR Evaluators and Chairman



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		chairman		
September 21, 2023	1 day	Evaluate the revision made by the writers		LR Evaluator (Ross G. Gime)
September 22-24, 2025	3 days	Offsite preparation of the layout of the compendium (content & picture)		Layout artist (Cristina E. Lopera)
September 25, 2023	1 day	Submit the draft soft copy of the layout through a google drive provided by the chairman		
September 26, 2023, 8:00a.m.- 5:00 p.m.	1 day	Onsite Presentation and Critiquing	SDO- Conference Room (2 nd floor)	SDO Development Team (LR Evaluator/Chairman)
September 27-28, 2023	2 days	Offsite Revision & Finalization Submit the revised and final soft copy via google drive provided by the chairman		Layout artist Writers Layout artist
September 29, 2023, 8:00 a.m.- 5:00 p.m.	1 day	Onsite Final Presentation	SDO- Conference Room (2 nd floor)	SDO Development Team (LR Evaluator/Chairman)
September 30, 2023	1 day	Submit the final soft copy of the compendium via the google drive provided by the Regional Supervisor in AP		Chairman

2. This timeline provides a comprehensive schedule for the development of the compendium on Bicol's famous identities, with a focus on Sorsogon Province. The successful execution of this project will contribute to the preservation and promotion of Sorsogon's cultural heritage and history.

3. All team members are expected to adhere to the assigned deadlines and collaborate effectively to achieve the project's objectives.



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4. Participants in this activity shall be granted 7-day service credit in accordance with Deped Order No.53, s. 2003 and/or Compensatory Time-Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004.

5. Travel and other related expenses of the development team shall be charged to School/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.



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