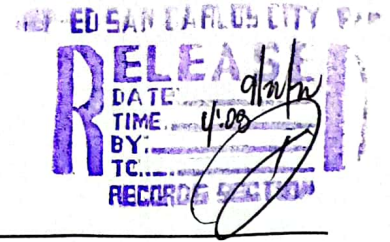




Republic of the Philippines  
**Department of Education**  
Region I  
Schools Division Office  
San Carlos City, Pangasinan



**DIVISION MEMORANDUM**  
DM-2022- 24

**TO: Assistant Schools Division Superintendent  
CID/SGOD Chiefs  
Public Schools District Supervisors  
Public Elementary and Secondary School Principals  
School SBM Coordinators  
All Concerned Personnel**

**FROM: *MNL* MARILU N. CARDENAS**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



**SUBJECT: Conduct of Capacity Building on Strategic Planning in School-Based Management**

**DATE: September 22, 2022**

**PARTICULARS**

1. This Office through the School Management Monitoring and Evaluation Section shall conduct the Capacity Building on Strategic Planning in School-Based Management (SBM) on September 28-30, 2022 at the Division Conference Hall using the hybrid form of delivery.
2. The objective of this training is to equip the school heads and the school SBM coordinators with the skills in planning strategically and streamlining their Programs, Projects and Activities which are to be included in their SIP/AIP for them to effectively and efficiently deliver services to the learners.
3. The participants to this training shall be the school heads (via face-to-face) and the school SBM coordinators (via SDOSCCP TV YouTube Channel).
4. The school heads are asked to bring the following for the training activities:
  - a. Laptop with charger, extension wires,
  - b. Enhanced SIP (for FY 2021-2023), and
  - c. Annual Improvement Plan for the current school year.
5. Immediate and wide dissemination of and strict compliance with this memorandum is recommended.



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