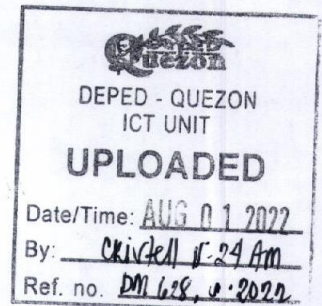




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



12 July 2022

**DIVISION MEMORANDUM**  
DM No. 629, s. 2022

**WRITESHOP CUM TECHNICAL ASSISTANCE ON SCHOOL DATA MANAGEMENT**

**To: Assistant Schools Division Superintendents  
SGOD Chief  
Planning Officer III and Staff  
Select School LIS Coordinators**

1. In line with the implementation of DepEd Order No. 27, s. 2019 to ensure an effective data management process in the school, SGOD – Planning and Research Section will conduct WRITESHOP CUM TECHNICAL ASSISTANCE ON SCHOOL DATA MANAGEMENT on August 11-12, 2022 within Lucena City which will be attended by School LIS Coordinators. Please see attached list.
2. Participants are directed to follow IATF protocols and are advised to bring their laptops, extension wires and wifi.
3. Training/Writeshop Expenses relative to the conduct of this activity shall be charged against HRTD Fund while travel and incidental expenses shall be charged against School/Division MOOE subject to the usual accounting and auditing rules and regulations.
4. For the information and guidance of all concerned.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-charge  
Office of the Schools Division Superintendent

Parmjdf07/12/2022  
DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

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Republic of the Philippines  
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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

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