



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



REGIONAL MEMORANDUM

No. 032-2014 2014

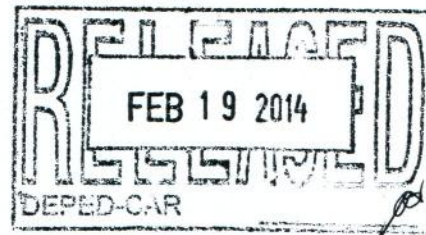
To: **Schools Division Superintendents**
All Divisions

EB

From: **ELLEN B. DONATO, Ed. D., CESO III**
Director IV

Subject: **IPED Review of all Baseline Data Forms**

Date: **February 18, 2014**



1. Pertinent to an unnumbered memo from the Indigenous Peoples Education Office (IPsEO) dated January 31, 2014, there is a need to re-submit the school baseline data on or before March 5, 2014, hence, a review workshop will be conducted on **February 21, 2014** from 8:00 a.m. to 5:00 p.m. at the Stephen N. Capuyan (SNC) Hall Regional Office, Wangal, La Trinidad, Benguet.
2. The objectives of this review - workshop are the following:
 - a. review all baseline data forms submitted by public elementary, secondary and some private schools;
 - b. check whether these have been accomplished properly based on the instructions indicated in the form; and
 - c. check whether these have been properly encoded based on the key operating procedure provided by IPsEO.
3. Participants to this activity are the Regional IPED Focal Person (1) and alternates (2) and the Division IPED Coordinators (7) and their alternates (7). **No proxy for Div. IPED Coordinators.**
4. Participants are advised to bring their laptops and the finalized encoded baseline data of the elementary, secondary and private schools in their division.
5. Lunch and snacks shall be charged from the IPED funds of the Region, while accommodation, transportation and other incidental expenses of Division participants shall be charged from their Division IPED funds/ local funds subject to auditing rules and regulations.
6. Immediate dissemination of this memorandum is desired.