



Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DM-2021-05-238
 DEPED MALAYBALAY CITY DIVISION
 RELEASED
 DATE: MAY 6 2021
 BY: [Signature]

DIVISION MEMORANDUM

No. 238, s. 2021

TO : Assistant Schools Division Superintendent
 Chief Education Supervisors and Staff, CID
 Concerned Public Elementary/Integrated School Heads
 Alternative Learning System (ALS) Implementers

FROM : **VICTORIA V. GAZO, PhD, CESO V**
 Schools Division Superintendent [Signature]

DATE : May 4, 2021

SUBJECT : **PRESENTATION PORTFOLIO ASSESSMENT AND
 COMPLETION CEREMONY E-CLIP LEARNERS SY 2019-2020**

1. Pursuant to the Joint Memorandum DM-OUCI-2021-049 re: Presentation Portfolio Assessment for ALS Elementary and Junior High School Program Completers for SY 2019-2020 and Previous Years and Regional Memorandum No. 99, s. 2021 entitled Unified Process in the Presentation Portfolio Assessment for ALS Elementary and Junior High School Program Completers for SY 2019-2020 and Previous Years, this office hereby conducts the Presentation Portfolio Assessment and Completion Ceremony for the E-Clip Beneficiary Learners of 403rd Infantry Brigade on May 4 – 7, 2021.
2. The portfolio assessment processes, and completion ceremony will be done face to face in Camp Osito B Onahon, Malaybalay City.
3. A special planning conference with the TWG and the Brigade personnel will be done on May 4, 2021, 3:00 to 5:00 in the afternoon at the 403rd Infantry Brigade Multipurpose Hall, Camp Osito B Onahon, Malaybalay City.
4. The Completion Ceremony for the Portfolio Assessment Passers shall be held on May 7, 2021, 9:00 to 11:00 AM at Camp Osito B Onahon, Barangay 10, Malaybalay City.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
 Telefax No.: (088) 314-0094; Telephone No.: 088-813-1246
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5. The guidelines, procedures, persons involved, schedules, and venues are detailed in the attached memorandum and the enclosures to this memorandum.
6. Queries relative to this can be relayed to *Jasmin J. Adriatico*, Education Program Supervisor at 09177714505.

TO BE POSTED IN THE DIVISION WEBSITE

Enclosures: Schedule of Activities, TWG for the Portfolio Assessment

Cc: Records, CID



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Enclosure 1 to Division Memorandum No. 298 s. 2021

**SCHEDULE OF ACTIVITIES ON THE PORTFOLIO ASSESSMENT
FOR E-CLIP BENEFICIARIES**

DATE	ACTIVITY	PESRONS INVOLVED
May 3, 2021	Orientation of Portfolio Assessment and Finalization of Portfolio	Mobile Teachers and Learners
May 4, 2021	Validation of Portfolio and Revalida	EPS II ALS, Mobile Teachers and Learners
May 5, 2021	Finalization of List for Recognition	EPS II ALS and Mobile Teachers
May 6, 2021	Practice for Recognition	EPS II ALS , Mobile Teachers and Learners
May 7, 2021	Recognition and Graduation Ceremony	SDS, ASDS, CID Chief, District 5 PSDS, EPS-ALS, EPS II ALS, Mobile Teachers and Learners



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Enclosure 2 to Division Memorandum No. 214s. 2021

TWG FOR THE PORTFOLIO ASSESSMENT OF E-CLIP BENEFICIARIES

Committee	Members	Tasks
Over-all Steering Committee	Chairperson: Jasmin J. Adriatico Co – Chair: Gretchen V. Catane (Operations) Ethyl Jane B. Ligando (Communication)	- Oversee and lead the preparation and conduct of the revalida - Prepares communication documents and coordinate with all the persons involved in the activity - Prepares memorandum and disseminates information
Secretariat, Certificates, and Awards	Chairperson: Ronnamie N. Palma	- Prepares attendance sheets and health survey questionnaire - Gathers and files the signed attendance sheets
Physical Facilities and Decoration	Chairperson: Merilyn C. Geronimo Co-chair: Jielfred B. Rusiana	- Prepares and sets-up chairs and other facilities in compliance to the standard health requirements - Returns chairs and facilities to the supply officer
Health Protocol Enforcement	Chairperson: Lovelyn M. Guillermo	- Checks temperature of participants - controls crowd and facilitates observance of social distancing - Usher learners to their designated areas
Food and Finance Committee	Chairperson: Ethelyn Maureen S. Coronel	- Coordinates with the supplier for food - Prepares and distributes the food during the revalida and completion ceremony - Liquidates the expenses incurred in the conduct of the activities
Documentation Committee	Chairperson: Ronnamie N. Palma	- Documents the conduct of the revalida and completion ceremony



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