



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

DM- 2021-05-252
 DEPED MALAYBALAY CITY DIVISION
 RELEASED
 DATE: MAY 12 2021 9:58 AM
 BY: [Signature]

DIVISION MEMORANDUM

No. 252, 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 11, 2021

SUBJECT : PRESENTATION PORTFOLIO ASSESSMENT AND COMPLETION
 CEREMONY OF BJMP COMPLETERS 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 ALS Completers in BJMP- Malaybalay City Jail on May 11 – 19, 2021.
2. The portfolio assessment processes will be done online through google meet with the following link <https://meet.google.com/vms-sweq-yzr> on May 12, 2021, 10:00 AM to 12:00 Noon.
3. The Virtual Graduation and Completion Ceremonies will be on May 19, 2021 through a restricted virtual streaming at BJMP Malaybalay City Jail, Patpat, Malaybalay City.





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4. The Division Technical Working Committee will be formed to prepare for the virtual graduation and completion ceremonies on the schedule specified in Attachment 1 of this memorandum.
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

Cc: Records, CID



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
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Enclosure 1 to Division Memorandum No. 253, 2021

**SCHEDULE OF ACTIVITIES ON THE
PORTFOLIO ASSESSMENT FOR BJMP COMPLETERS**

DATE	ACTIVITY	PERSONS INVOLVED
May 12, 2021	Revalida of Learners	EPS in ALS, EPS II ALS, Mobile Teachers, and Learners
May 14, 2021	Finalization of List of Completers and Printing of Diplomas and Certificates	EPS in ALS, EPS II ALS and Members of the TWG
May 17-18, 2021	Making and Editing of photos and videos for the	EPS in ALS, EPS II ALS and Members of the TWG
May 19, 2021	Completion and Graduation Ceremonies	SDS, ASDS, CID Chief, District 5 PSDS, EPS-ALS, EPS II ALS, School Head Casisang Central Integrated School, DALSC, Mobile Teachers and Learners



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Enclosure 2 to Division Memorandum No. 253, s. 2021

TWG FOR THE PORTFOLIO ASSESSMENT OF BJMP COMPLETERS

Committee	Members	Tasks
Over-all Steering Committee	Chairperson: Victoria V. Gazo, PhD, CESO V Co – Chair: Ralph T. Quirog Jasmin J. Adriatico	- Oversee and lead the preparation and conduct of the revalida and completion ceremonies
Secretariat and Communication Committee	Chairperson: Gretchen V. Catane	- Prepares attendance sheets and health survey questionnaire - Gathers and files the signed attendance sheets - Prepares communication documents and coordinate with all the persons involved in the activity - Prepares memorandum and disseminates information
Certificates, Awards, and Diploma	Chairperson: Ethyl Jane B. Ligando	- Finalize list of completers eligible for completion and graduation - Prepares and prints diplomas and certificates
Program Committee	Chairperson: Ethelyn Maureen Sajelan Co-chair: Sheera Mae Rambuyon	- Prepares souvenir program for the graduation - Coordinates with the BJMP liaison officer for the conduct and flow of the ceremonies
Food and Finance Committee	Chairperson: Lovelyn Guillermo	- 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



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Documentation and Technical Committee	Chairperson: Ronnamie N. Palma Co-Chair: Jielfred B. Rusiana (Editing) Mary Cris Faelden (Organization)	-Documents the conduct of the revalida and completion ceremony - Edits learner's pictures and videos of speakers - Prepares and packages the video for the virtual graduation
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