



Tanggapan ng Kalihim
Office of the Secretary

JAN 30 2009

DepED MEMORANDUM
No. **33**, s. 2009

CONSULTATIVE PLANNING SESSION ON PROJECT REACH

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
All Others Concerned

1. In preparation for the nationwide roll-out of Project REACH, a Regional Team is hereby created and organized to spearhead and manage the implementation of the project and its components in their respective areas:

Team Leader : Assistant Regional Director
Members : Chiefs - Elementary, Secondary and ALS

2. In line with this, a Consultative Planning Conference will be held on March 13, 2009 at the Marikina Hotel, Marikina City. The program of activities is enclosed.

3. This activity is intended to:

- a) identify strategies and activities to strengthen mechanics for project operationalization; and
- b) prepare and firm-up implementation plans to expedite project execution and control.

4. Members of the Project REACH Regional Team as detailed in item 1 of this Memorandum are enjoined to attend. Confirmation of attendance should be submitted to the Office of the Assistant Secretary for Programs and Projects on or before February 10, 2009.

5. All participants are advised to bring the following documents during the conference:

- a) Updated division BEIS data: Performance Indicators (participation, enrolment, completion, drop-out, cohort-survival, etc.);

- b) Data on existing projects and programs being implemented;
and
- c) Basic data on the number of school age population, drop-outs,
and out-of-school youth.

6. Meals and accommodation shall be drawn from HRTD funds subject to the usual accounting and auditing rules and regulations. Participants shall be reimbursed of their traveling expenses during the workshop provided that all necessary documents are complete. Participants are instructed to avail of the cheapest plane fare.

7. Participants may check in at the venue on February 22 (dinner) and check out on February 24 (breakfast).

8. For more details, please contact the Office of the Assistant Secretary for Programs and Projects c/o Ms. Ella Arienda or Mr. Newell Magas at tel. nos. (02) 633-7206; (02) 636-6549 or (02) 632-1361 local 2125.

9. Immediate dissemination of this Memorandum is desired.

R. C. Bacani
RAMON C. BACANI
Undersecretary
Officer-in-Charge

Encl.:

As stated

Reference:

None

Allotment: 1- -(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

OFFICIALS
PROJECTS
SCHOOLS

Maricar/DM-Project Reach
01-28-09

Enclosure to DepED Memorandum No. 33, s. 2009

Consultative Planning Conference on Project REACH

Marikina Hotel, Marikina City

February 23, 2009

Programme of Activities

TIME	ACTIVITY
8:00 AM	Registration
	Opening Program
8:30 AM	Conference Overview and Mechanics
8:45 AM	Presentation on Project REACH - Next Steps
10:00 AM	Open Forum
11:00 AM	Workshop: Grouping by Region <ul style="list-style-type: none">- Identification of strategies and activities- Targeting (based on Objectives and Performance Indicators)- Strategic Planning<ul style="list-style-type: none">o Preparation of Work Plano Review of existing programs and projects
3:30 PM	Presentation and Critiquing of Outputs
5:30 PM	Synthesis
6:00 PM	Closing Program