



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III

SCHOOLS DIVISION OFFICE OF BATAAN



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Feb. 14, 2020

**DIVISION LETTER
No. 32, s. 2020**

To: District Supervisors
School Heads – Secondary Non-Autonomous
School Heads – Senior High School
ALL OTHERS CONCERNED

This Office announces that there will be a meeting of Personnel in charge of Plantilla, Clothing and Chalk Allowance for School Year (SY) 2020-2021 for all public elementary, secondary (non-autonomous) and senior high school teaching and non-teaching personnel at the DepEd Conference Hall, Capitol Compound, Balanga City, Bataan on February 19, 2020 at 9:00 in the morning.

The participants are required to bring laptop, extension cord, Form 3 as of January 2020 and copy of plantilla. Attendance of one (1) participant per school/district is expected.

This letter also serves as the travel order of all the attendees.

Immediate and wide dissemination of this Memorandum is required.


ROMEO C. ASAY, PhD, CESO V
Schools Division Superintendent

AD1/AD10

“WE MOULD HEROES”

VISION

We dream of Filipinos who passionately love their country and whose values and competencies enable them to realize their full potential and contribute meaningfully to building the nation.

As a learner-centered public institution, the Department of Education continuously improves itself to better serve its stakeholders.

MISSION

To protect and promote the right of every Filipino to quality, equitable, culture-based, and complete basic education where:

- Students learn in a child-friendly, gender-sensitive, safe, and motivating environment;
- Teachers facilitate learning and constantly nurture every learner;
- Administrators and staff, as elements of the institution, ensure an enabling and supportive environment for effective learning to happen;
- Family, community, and other stakeholders are actively engaged and share responsibility for developing life-long learners.

QUALITY POLICY

- I. Providing quality product and service to our customers and meeting regulatory and all applicable ISO 9001:2015 requirements.
- II. Considering and meeting all external and internal issues relevant to our purpose, strategic direction and that affect our QMS in achieving its intended results.
- III. Determining and meeting the requirements of interested parties that are relevant to the ability of our QMS to meet customer and applicable regulatory requirements.
- IV. Continually improve our QMS by reducing operational inefficiencies and enhancing customer satisfaction.



ISO 9001: 2015 CERTIFIED