



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



August 5, 2024

REGIONAL MEMORANDUM

No. 780, s. 2024

To: Schools Division Superintendents
Functional Division Chiefs
Schools Division Research Committee
All Others Concerned

**CONTINUOUS IMPROVEMENT (CI) PRACTICES IN SUPPORT TO THE
NATIONAL LEARNING RECOVERY PROGRAM**

1. Pursuant to Regional Memorandum No. 154, s. 2024, Implementation of Continuous Improvement (CI) Projects in the Region and Schools Division Offices, this Office, through the Field Technical Assistance Division, hereby informs the field of the details of the following activities:

Date	Activities	Office/Persons Involved	Venue
August - October 21-25, 2024	Capacity Building for CI Master Trainers and Master Coaches	FTAD Regional CI Teams Schools Division CI Teams	Varela Hall
November 22, 2024	Learning Recovery and Continuous Improvement (CI) Summit	FTAD Regional CI Teams Schools Division CI Teams	Within NCR

2. This aims to:
 - a. evaluate whether CI methodology (7 steps) was correctly implemented in the development of programs;



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- b. perform and provide quality audits in the implementation of the CI steps;
 - c. review outputs and work progress after the coaching sessions; and
 - d. train members of CI teams to have profound understanding of the concepts and tools needed in teaching the assimilation of the CI steps with the program development process; and
 - e. present CI projects in support to the national learning recovery.
3. The participants in this activity are the trained respective Continuous Improvement (CI) teams of the Regional Office and 16 Schools Division Offices. Each team is required to assign a team leader and a scribe.
 4. All CI teams are expected to provide details of the members by accomplishing the google form through **bit.ly/citeams**. Only one response per schools division office or functional division in the regional office.
 5. The following CI Teams in the region and schools division offices will be assigned to a coach who will guide them in the implementation of their respective CI project:

Coach	Schools Division Offices/ Regional Functional Divisions	Coach	Schools Division Offices/ Regional Functional Divisions
Group 1		Group 2	
Arcei G. Mallari	Schools Division of Caloocan City	Arlene A. Soncuya	Schools Division of Pasig City
	Schools Division of Malabon City		Schools Division of Mandaluyong City
	Schools Division of Navotas City		Schools Division of Marikina City
	Schools Division of Valenzuela City		Schools Division of San Juan City
	Schools Division of Muntinlupa City		Schools Division of Pasay City
	Schools Division of Taguig City and Pateros		Schools Division of Makati City



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	Schools Division of Parañaque		Schools Division of Manila City
	Schools Division of Las Piñas		Schools Division of Quezon City
	Curriculum and Learning Management Division		Administrative Service Division
	Field Technical Assistance Division		Quality Assurance Division
	Human Resource and Development Division		Policy Planning and Research Division
	Education Support Services Division		Finance Division

6. The coach will contact the CI Team Leader for the schedule of coaching sessions.
7. Only those who were able to complete the CI project will be included in the Capacity Building for CI Master Trainers and Master Coaches.
8. All complete CI projects will be presented during the Learning Recovery and Continuous Improvement (CI) Summit.
9. Should you have clarifications and concerns, please contact the Regional CI focal person Maria Laarni Carla C. Paranis, Education Program Supervisor, Field Technical Assistance Division, through email address marialaarnicarla.paranis@deped.gov.ph.
10. Immediate dissemination of this Memorandum is desired.


JOCELYN DR. ANDAYA
 Director IV

Encl.: As stated

Reference:

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