



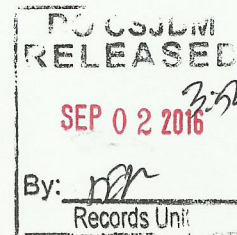
Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte



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Division Memorandum

No. 148 s. 2016



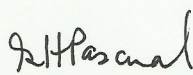
To: Assistant Schools Division Superintendent
Division Chiefs
Elementary and Secondary School Heads
Elementary and Secondary Teachers
All Others Concerned

UNIFIED FORMAT FOR SCHOOL / DISTRICT / DIVISION INNOVATION

1. Relative to the concerns on the conceptualization of innovations, this Division is directing the field to follow the unified format as reflected below for whatever innovations to be conducted in the school/district/division level effective this school year 2016-2017 onward.

- I. Title of Innovation
- II. Rationale
- III. Objectives
- IV. Procedures
 - A. Pre-implementation Stage
 - B. Implementation Stage
 - C. Post-implementation Stage
- V. Persons Involved
- VI. Project Accomplishments/Milestone

2. For information and strict compliance


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent