



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISYAS  
Schools Division of Cebu Province

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October 25, 2023

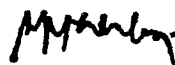
**DIVISION MEMORANDUM**

No. 458, s. 2023

**INVITATION OF DEPED LAPU-LAPU CITY DIVISION TO PARTICIPATE IN CONDUCT OF  
THE PROJECT GIYA FOR ASPIRING 3RD-LEVEL OFFICIALS**

To: Assistant Schools Division Superintendents  
Public Schools District Supervisors  
School Principals/School Heads  
All Division Office Personnel

1. Attached herewith is the letter of Dr. Marilyn S. Andales, Schools Division Superintendent, Lapu-lapu City Division, inviting personnel of this Office to participate in the conduct of Project GIYA, which is self-explanatory.
2. Participation shall be on a voluntary basis and considered Official Time only.
3. It is understood that "Other interested personnel" mentioned in Item No. 5 shall mean Career Executive Service Written Examinations (CESWE) passers only.
4. Interested participants shall write a Letter of Intent to this Office, addressed to the undersigned, to serve as the basis for the issuance of the Authority to Travel.
5. For information and guidance.

  
**SENEN PRISCILO P. PAULIN, CESO V**  
Schools Division Superintendent <

SPPP/jcd

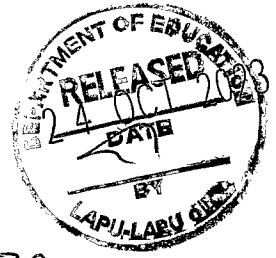


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Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Division of Lapu-Lapu City



14579

Office of the Schools Division  
Superintendent

October 23, 2023

**DR. SENEN PRISCOLO P. PAULIN, CESO V**

*Schools Division Superintendent*  
DepEd – Division of Cebu Province  
IPHO Bldg., Sudlon, Lahug, Cebu City

Sir:

Greetings!

In reference to the Division Memorandum No. 519, s. 2023, the Division of Lapu-Lapu City will conduct Project GIYA: Guiding Individuals Yearning for Advancement Training to Aspiring Third-Level Officials on November 3-4, 11-12, & 22-24, 2023 at the 5<sup>th</sup> Floor DepEd Training Center, Lapu-Lapu City.

The training is designed to enhance the competencies of our aspiring third-level officials to meet the standards set by the Career Executive Service Board and to prepare them for the CESB Examination/Assessment.

In connection with this, the undersigned respectfully invites the aspiring third-level officials of the Division of Cebu Province to join the training, namely:

1. Maria Socorro N. Relacion, SEPS-HRD;
2. Dr. Gladys S. Balagtas, District Supervisor;
3. Atty. Orville T. dela Cerna, Legal Officer;
4. Jeremy C. Denampo, Administrative Officer V; and
- ✓5. Other interested personnel.

There will be a registration fee of Five Thousand Pesos (₱5,000.00) per participant, chargeable against the Division/School/Local funds.

Our Program Secretariat Mrs. Maria Socorro G. Cuizon can be reached through her number 0932-675-4906 should you have queries or clarifications.

Herewith is the approved Training Design signed by Regional Director Dr. Salustiano T. Jimenez.

The undersigned is anticipating your favorable response to this invitation.

Thank you very much.

Truly yours,

  
**MARILYN S. ANDALES EdD, CESO V**  
*Schools Division Superintendent*



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Client Satisfaction Survey



DepEd Lapu-Lapu City Division



[depedlapulapu.net.ph](http://depedlapulapu.net.ph)





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LEARNING AND DEVELOPMENT (L & D) PROPOSAL TEMPLATE				
<b>TITLE</b>	Project G I Y A: Guiding Individuals Yearning for Advancement			
<b>Proponent/s</b>	<b>Name</b>	<b>Position</b>	<b>Division</b>	<b>School</b>
	Dr. Marilyn S. Andales	SDS	Lapu Lapu City	N / A
<b>Duration, Proposed Date &amp; Venue</b>	<b>Duration</b>	Proposed Date: November 4, 11, & 18, 2023		
	3 Saturdays	Proposed Venue: DepEd Lapu Lapu Training Center, 5th Floor		
<b>Expected Participants</b>	See Detailed List of Participants (Attachment A)			
<b>Link to Other PAP/s</b>	N/A			
<b>Alignment to 12 Priority Strands (Strand / Competency)</b>	Domain 4: Developing Self and Others			
<b>Rationale</b>	<p>Lapu Lapu City recognizes the need to enhance the competencies of its aspiring third-level officials to meet the standards set by the Career Executive Service Board (CESB). This concept paper outlines the proposed capacity building program to prepare Lapu Lapu City's future leaders for the CESB examination/assessment called Project GIYA – Guiding Individuals Yearning for Advancement.</p> <p>Project "GIYA" is an initiative designed to offer guidance and support to individuals who are eager to advance in their careers, education, or personal development. It signifies a commitment to helping people their paths toward growth and success.</p>			
<b>Objectives</b>	<b>Terminal:</b>			
	<p>The program aims to develop the necessary skills and competencies of aspiring third-level officials to excel in their roles and succeed in the Career Executive Service Board Assessment (CESB) process.</p>			
<b>Objectives</b>	<b>Enabling:</b>			
	<ol style="list-style-type: none"> <li>1. To provide aspiring third-level officials with the knowledge and skills necessary to excel in the CESB examination/assessment;</li> <li>2. To foster leadership, strategic thinking, and decision-making abilities among participants;</li> <li>3. To instill ethical and professional values in public service.</li> </ol>			
<b>Training / Program Management Team</b>	<b>Responsibility</b>	<b>In-Charge</b>		
	<b>Over-all Program Manager</b>	Marilyn S. Andales		
	<b>Assistant Program Manager</b>	Reynold Q. Velos		
	<b>Training Manager</b>	Rican G. Montejo		
	<b>QATAME Associates</b>	Ma. Isolde D. Gasta		
	<b>Finance Officer</b>	Ma. Glacel T. Café		
	<b>Logistics Officer</b>	Jeffrey Segura, Victoria T. Pasaje		
	<b>Welfare Officer</b>	Dr. Joseph O. Abing		
	<b>Secretariat</b>	Ma. Socorro G. Cuizon		
	<b>Documenter</b>	Dinda T. Almada		
<i>Note: Other tasks may be specified as sub-tasks under logistics and welfare officers</i>				
<b>Training Facilitators</b>	see Attachment B			

MSA/SGOD/RQV / msc



B.M. Dimataga St., Poblacion, Lapu-Lapu City, Cebu, Philippines

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Budget Estimate	Total Budget Estimate	see Attachment C
	Indicative Expenditures	
Source of Fund	Division MOOE	
Class Organization	One (1)	
Training Matrix	see Attachment D	

Prepared by:

Initial Assessment and Evaluation:


  
**MARILYN S. ANDALES**  
 Proponent

  
**MA. SOCORRO G. CUIZON**  
 SEPS - HRD

Reviewed and Quality Assured by:


  
**RICARDO T. GAYACAP, JR.**  
 OIC Administrative Officer IV/Principal IV

Certified availability of funds:


  
**MADIELINE M. EPONDULAN**  
 Budget Officer

  
**MA. GLACEL T. CAFE**  
 Accountant

Recommending Approval:

  
**DR. RONALD Y. FERRER**  
 OIC, Assistant Schools Division Superintendent

Approved:

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO IV**  
 Regional Director