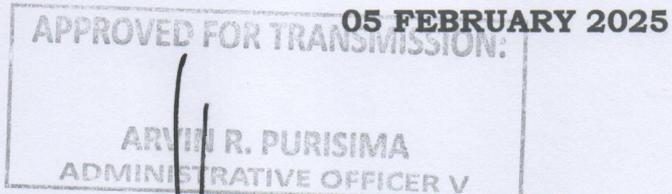




Republic of the Philippines  
**Department of Education**  
Region I  
**SCHOOLS DIVISION OFFICE PANGASINAN II**

Office of the Schools Division Superintendent



**DIVISION MEMORANDUM**  
NO.: 101, s. 2025

**SUBMISSION OF COMPLETION REPORT OF PROJECT INITIATIVE PLAN (PIP)  
OF ATTENDEES OF THE INSTRUCTIONAL LEADERSHIP TRAINING (ILT)**

1. The Department of Education (DepEd) has implemented Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy, a program designed for school heads and supervisors. This training aims to develop literacy leaders who foster a positive school climate by emphasizing social and emotional learning (SEL), gender equity and social inclusion (GESI), and developmentally appropriate practices to support quality literacy instruction. Upon completion, participants are expected to create project initiative plans utilizing instructional supervision practices to enhance early-grade literacy.

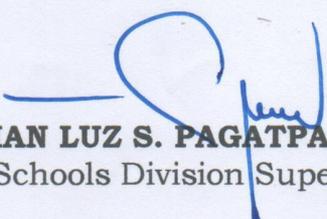
2. In line with the implementation of the **Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy**, this Office directs all attendees of the ILT to submit their **Completion Report for the Project Initiative Plan (PIP)**. The submission of the said report is crucial for evaluating the outcomes and sustainability of the initiatives derived from the training.

3. The following shall be observed in the submission of the Completion Report:  
a. Download the Completion Report at:



b. Submission is from **March 17, 2025 – March 31, 2025**.  
c. Submit (2) hard copies, soft bounded (Green) in the HRD Office.

4. For the information and guidance of all concerned.

  
**VIVIAN LUZ S. PAGATPATAN, CESO VI**  
Schools Division Superintendent