



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**

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September 12, 2023

DIVISION MEMORANDUM  
No. 325, s. 2023

**IMPLEMENTATION OF PROJECT CODIFY SCHOOL YEAR 2023 -2024**

TO: Assistant Schools Division Superintendent  
Chief – Curriculum Implementation Division (CID)  
Chief – School Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
School heads – Elementary and Secondary  
Teaching and Non-Teaching Personnel  
All Others Concerned

1. Republic Act No. 9155 known as Governance of Basic Education Act of 2001 provides among others the strengthening of School-Based Management (SBM). By further devolving the governance of education to schools, empowering school heads and non-teaching personnel in expanding community participation and involvement and making the delivery of educational service to the learners more responsive, efficient and effective through an enhanced school planning and improvement that lays down specific interventions through initiated projects in schools.
2. In accordance with the Act, all teaching and non-teaching personnel are encouraged to create or innovate school-based initiatives geared towards the improvement of the teaching-learning process and school governance.
3. With this, Project Codify is a division project which is crafted to maximize the use of innovation and best practices in schools. These innovations and best practices will be coded and implemented thereafter as they meet the standards determined by the project. Specifically, Project Codify aims to:
  - a. Recognize the implementation and utilization of innovations and best practices in all learning areas and administrative offices.
  - b. Adopt innovation in schools and maximize these works to their full use and potential.
  - c. Create a coded pool of innovation and best practices officially recognized by the division for school year 2023-2024.

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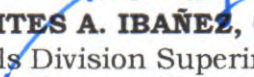
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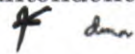


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4. In this regard, full implementation of Project Codify Cycle 2023- 2024 has started. Needed slide decks for orientation or review of the said project can be accessed through the Division's EsPMATIC Learning Hub.
5. Immediate dissemination and strict compliance with this Memorandum are earnestly desired.

  
**MARITES A. IBAÑEZ, CESO V**  
Schools Division Superintendent



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