



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region V(Bicol)
SCHOOLS DIVISION OFFICE OF CATANDUANES
Virac, Catanduanes

Email Add: catanduanes@deped.gov.ph/catanduanesdiv15@gmail.com
Website: www.depedrovcatanduanes.com Tel No.: (052)811-40-63



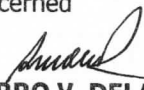
DIVISION MEMORANDUM

No. 233 s. 2018

RELEASED

DepEd, Division of Catanduanes
RECORDS SECTION
Date SEP 13 2018
Time: 9:45 A.M.
Initial/Signature: JS

TO : Chiefs, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All concerned

FROM : 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent *cfh*

Subject: **DIVISION STAFF ORIENTATION WORKSHOP (DSOW) FOR THE DIVISION TRAINING OF SCHOOL HEADS ON THE ROLL-OUT OF INCLUSIVE EDUCATION TRAINERS/FACILITATORS AND SUPPORT STAFF**

DATE : September 13, 2018

1. In preparation for the conduct of Division Training of School Heads on the Roll-Out of Inclusive Education, a Division Staff Orientation Workshop (DSOW) of Trainers and Facilitators and Support Staff will be conducted on October 9, 2018 at a venue to be announced later.
2. The orientation workshop aims to:
 - orient trainers/facilitators on the processes/ activities to be conducted; and
 - prepare instructional materials and visual aids needed in the conduct of the roll-out of Inclusive Education.
3. The workshop is a one-day live-out activity and the expected participants are the trainers / facilitators, and support staff of the Division Training of School Heads on the Roll-Out of Inclusive Education.
4. Enclosed are the lists of participants (trainers/facilitators and support staff) and training matrix for reference and dissemination.
5. There is no registration fee. All Expenses related to the activity such as: 2 snacks and 1 meal, supplies and materials are chargeable against SGOD HRTD Funds subject to the usual accounting and auditing rules and regulations. Travel and other incidental expenses shall be charged to school MOOE fund subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination and compliance of this Memorandum is highly desired.

WORKSHOP MATRIX

TIME	DAY 1
7:30-8:00	REGISTRATION/OPENING PROGRAM
8:00-9:00	Orientation and discussion of the Procedure
9:00 - 12:00	Walkthrough of the sessions Plenary Sessions: (see Division Training Matrix)
12:00 – 1:00	LUNCH BREAK
1:00- 5:00	Cont. of the walkthrough: <ul style="list-style-type: none"> • Walkthrough of MFAT • Walkthrough of Handbook for LSEs

LIST OF TRAINERS/FACILITATORS AND SUPPORT STAFF

NO.	NAME	POSITION	DISTRICT/SCHOOL
1.	ZARITA M. BONEO	MT II	JMAMES-SPED
2.	MAILENE SOMIDO	SPET 1	JMAMES-SPED
3.	JUDY SONEJA	SPET 1	JMAMES-SPED
4.	GLENDA ISORENA	MT II	Pandan Central ES/Pandan West
5.	FRANCIA ALBERTO	T II	Caramoran Central ES/Car. North
6.	JUNALET NAZARENO	MT I	San Andres Central ES/San Andres East
7.	CHRISTINE VESAGAS	T I	Baras Rural DHS
8.	KAREN AZUR	T II	CNHS
9.	DANTE ALDEA	MT I	Gigamoto Rural DHS
10.	AILA ISAIAS	T I	Baras Rural DHS
11.	ROSELYN BORBE	T I	CNHS
12.	KATRINA IBARDALOZA	T I	Bato RDHS
13.	JUAN TORREJA	SP I	Buyo IS
14.	AMELIA EUSEBIO	SP III	CNHS
15.	RUTH SORRERA	SP II	JMAMES
16.	NELSON ISORENA	PSDS	Pandan
17.	BELEN TAPAS	PSDS	San Miguel
18.	ACHILLES ALBERTO	QATAME	SDO-SGOD
19.	MARIEL GO	TWG	SDO-SGOD
20.	RONA SUAISSO	TWG	SDO-SGOD