



Republic of the Philippines  
**Department of Education**  
REGION V  
SCHOOLS DIVISION OFFICE OF CATANDUANES



21 June 2022

DIVISION MEMORANDUM  
No 301 s. 2022

**COORDINATION MEETING OF TRAINING MANAGERS**

TO: Education Program Supervisors  
TLE/EPP Division Coordinator  
MTB-MLE Division Coordinator  
Efren O. Matienzo, Principal I, Palumbanes Integrated School  
Cynthia D. Sorra, Head Teacher III (MAPEH), Catanduanes NHS

1. Relative to the scheduled Workshops on the Production of Video Lessons in all learning areas set on July -August 2022, you are hereby advised to attend a Coordination Meeting of Training Mangers on June 22, 2022 (9:00 a.m.) at CID Office.
2. The agenda are as follows:
  - a. Funding of the workshops
  - b. Workshop flow and specific schedules
  - c. Other matters
3. Travel expenses for the attendance to the said meeting is chargeable against local funds, subject to usual accounting and auditing rules and regulations.
4. Participants are likewise advised to observe health protocols.
5. For information, guidance and compliance.

**MA. LUISA T. DELA ROSA**  
Assistant Schools Division Superintendent  
Officer in-Charge  
Office of the Schools Division Superintendent

: as stated

To be indicated in the perpetual Index under the following subjects:  
Coordination Meeting with Training Managers

JTT/ DM  
0011/ June 22, 2022



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