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

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RELEASED

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DIVISION MEMORANDUM
NO. 383 s, 2019

DIVISION ORIENTATION TRAINING OF MUNICIPAL TRAINERS ON THE UTILIZATION OF THE LAC RESOURCE GUIDE FOR MULTIGRADE TEACHERS

To: **Chiefs CID & SGOD**
Education Program Supervisors
Public Schools District Supervisors
Multigrade School Heads
All other concerned

1. The Schools Division of Catanduanes (SDO) through the Curriculum Implementation Division (CID) shall conduct the **Division Orientation Training – Workshop of Municipal Trainers on the Utilization of the Learning Action Cell (LAC) Resource Guide for Multigrade (MG) Teachers on November 28-30, 2019**, at a venue to be announced later.
2. The participants to this training are the public schools district supervisors, all MG school heads and four (4) MG Key Teachers per Municipality to be identified by the respective PSDSs. Participants are expected to be at the venue at 7:30 in the morning for the registration. Opening Program shall start at 8:30AM.
3. The division staff orientation workshop (DSOW) of the trainers/facilitators will be on **October 29 2019**. Venue will be announced later. Trainers/ facilitators for this training are those who attended the National and Regional Training Orientation on LAC Resource Guide for MG Teachers. The list of trainers and staff are listed below:

Name	Designation	School	District
Gina L. Custodio	EPS	SDO- CID	
Joselito T. Ruiz	OIC- PSDS	Viga East & West	
Janet Benavidez	MT I	Pajo San Isidro	Virac South
Jay Tabuzo	Principal I	Dugui San Isidro	Virac North
Alex Torres	HT II	Carorian ES	Bato East
Leizel manlangit	MT I	Buhi ES	San Miguel South
Mitchelin Surban	MG Teacher	JMA Asgad	San Andres West
John Bryan Arcilla	MG Teacher		Pandan East
Analiza Sabeniano	MG Teacher	Marilima ES	Virac South
Sarah Chiong	SEPS M&E	SGOD	
Erick Balane	Job Order	CID	

4. One-day compensatory time –off (CTO)/ service credit is requested to be granted to the participants in lieu of the day that falls on either holiday or weekends in accordance with the CSC and DBM joint Circular No. 2, s, 2004.
5. Accommodation and meals of the participants, supplies, materials and other expenses relative to the activity shall be charged against HRTD-CID fund while travel and other incidental expenses of the participants shall be charged against local funds/MOOE subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

DANILO E. DESPI
Schools Division Superintendent

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