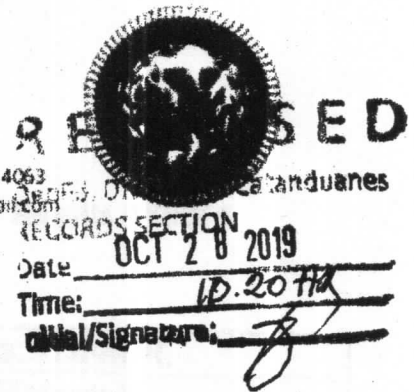




Republic of the Philippines
Department of Education
Schools Division Office of Catanduanes
Virac, Catanduanes

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DIVISION MEMORANDUM
No. 387, s. 2019

TO : Chief Education Supervisors, CID & SGOD
Public Schools District Supervisors
Elementary & Secondary School Heads
All Others Concerned

FROM : ~~DANILO E. DESPI~~
Schools Division Superintendent

SUBJECT : **2019 PRE-RETIREMENT ORIENTATION INNOVATIONS & OPTIONS FOR RESULTS (PRIOR) FOR TEACHING AND NON-TEACHING PERSONNEL**

DATE : October 25, 2019

1. This Office will be holding the 2019 Pre-Retirement Orientation Innovations & Options for Results (PRIOR) for Teaching and Non-Teaching Personnel on November 14-16, 2019 at a venue to be announced in a separate advisory.
2. The activity aims to equip prospective retirees with additional knowledge and skills to enhance their capabilities in activities that can be useful for them after their retirement as well as to provide them with continuing opportunities for advancement by helping them discover innovations and options that will sustain them physically, psychologically, socially and financially in their retirement life.
3. Target participants to this activity are officials, teachers and non-teaching personnel who are due for retirement. Please see enclosure no. 1.
4. Resource speakers shall come from DepEd, other Government Agencies and Private Sector. Please see enclosure no. 2 for the schedule of activities.
5. Expenses to be incurred such as supplies, training kits, meals & accommodation, and honorarium for resource speakers and other incidental expenses shall be charged against Division SGOD HRTD Funds subject to the usual accounting and auditing rules and regulations. On the other hand, travel expenses of the participants shall be charged against their respective School MOOE/local funds.
6. For information, dissemination and compliance of all concerned.

Enclosure No. 1: LIST OF PARTICIPANTS

2019 Pre-Retirement Orientation Innovations and Options for Results (PRIOR)
for Teaching and Non-Teaching Personnel

1	Abeto, Maria O.	29	Osido, Ma. Nieva R.
2	Aldea, Noel L.	30	Pahuyo, Raquel L.
3	Aquino, Evelyn V.	31	Rendon, Flor B.
4	Arcilla, Fe T.	32	Rodriguez, Rebecca T.
5	Arcilla, Lea Z.	33	Rojas, Lea G.
6	Benavidez, Aida	34	San Ramon, Leticia T.
7	Bernardo, Wilma C.	35	Soria, Sonia T.
8	Bodota, Herman L.	36	Sorrera, Julian Y.
9	Borbe, Erlinda	37	Tabuzo, Nimfa
10	Borbor, Raul D.	38	Tajan, Visitation T.
11	Borja, Eden P.	39	Talan, Celia
12	Carilimdilman, Myrna SJ.	40	Talan, Maria G.
13	Castillo, Maximo V.	41	Tanon, Edwina T.
14	Deinla, Columba R.	42	Tapel, Lucia V.
15	Dolores, Bernal	43	Tasarra, Lourdes
16	Domingo, Arlene	44	Tasarra, Teresita T.
17	Echaluce, Sylvia F.	45	Tating, Lorenza T.
18	Gianan, Nora S.	46	Tejerero, Sylvia T.
19	Guerrero, Adelina B.	47	Tenerife, Anita A.
20	Icawat, Daisy T.	48	Teves, Lina T.
21	Ifurung, Elizabeth R.	49	Torcuator, Nenita P.
22	Lanon, Merly De Leon	50	Trasmanio, Salvacion P.
23	Manlangit, Edna T.	51	Tribiana, Nestor
24	Manlangit, Norberto Jr. T.	52	Tuburo, Sylvia B.
25	Molina, Susan B.	53	Vasol, Emmanuel S.
26	Ogalinola, Miguel C.	54	Vecina, Jose S.
27	Olanka, Teresita V.	55	Zafe, Regina R.
28	Orillosa, Urbana M.		

Enclosure No. 2: PROGRAM OF ACTIVITIES

**2019 Pre-Retirement Orientation Innovations and Options for Results (PRIOR)
for Teaching and Non-Teaching Personnel**

DATE & TIME	ACTIVITY	IN CHARGE
November 14, 2019 (DAY 1)		
7:00 – 8:00 AM	Arrival & Preliminaries	HRD
8:00 – 9:00 AM	Opening Program	HRD
9:00 – 10:30 AM	Session on Overview of Retirement Laws and other Related Issuances (Retirement Benefits, Terminal Leave, Total Accumulated Value, Computation of Benefits)	Representative, SDO Personnel Section
10:30 – 12:00 PM	Session on the GSIS & Retiree: GSIS Retirement Options, Requirements & Benefits	Representative, GSIS
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Session on Geriatrics: Health Issues, Medical Tips & Proper Nutrition	Representative, SDO School Health & Nutrition Section
3:00 – 5:00 PM	Session on Financial Planning, Management & Investment (Enterprise Planning & Management Lending Program/Money Time Deposit Schemes through Government Banks)	Representative, Landbank of the Philippines Virac Branch
November 15, 2019 (DAY 2)		
7:00 – 8:00 AM	Management of Learning	
8:00 – 10:00 AM	Session on the Challenges of Retirement: Approaches to Retirement, the Need to Prepare, Adjust & Community Service	Representative, Retiree/Senior Citizen
10:00 – 12:00 PM	Session on Retail Management & Franchising (Small/Medium Scale Business/Industries)	Representative, Retiree/Senior Citizen
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Practicum: Handicrafts Making	Representative, TESDA CHSCI
3:00 – 5:00 PM	Session on Animal Husbandry, Livestock & Poultry Raising (Example of Small/Medium Scale Business/Industry)	Representative, Office of Provincial Agriculturist
November 16, 2019 (DAY 3)		
7:00 – 8:00 AM	Management of Learning	Participants
8:00 – 10:00 AM	Session on Livelihood Program, Medicinal & Ornamental Plant Propagation (Example of Small/Medium Scale Business/Industry)	Representative, Office of Provincial Agriculturist
10:00 – 12:00 PM	Practicum: Preparation of Business Plan & Presentation of Outputs	Participants
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Session on Estate Planning & Legal Affairs	Representative, Integrated Bar of the Philippines
3:00 – 4:00 PM	Session on Spirituality at 60	Reverend Priest
4:00 – 5:00 PM	Closing Program	HRD