



Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes



November 10, 2015

Division Memorandum

No. 121 s, 2015

**RELEASED**  
Division Office of Catanduanes  
RECORDS SECTION

**DIVISION TRAINING OF MULTIGRADE TEACHERS AND SCHOOL HEADS  
ON LITERACY AND NUMERACY SKILLS DEVELOPMENT**

NOV 10 2015  
4:30 PM  
[Signature]

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

1. Pursuant to DepEd Memorandum No. 0023 s, 2015 and Regional Memorandum Unnumbered dated November 3, 2015, this Division will conduct the Division Training of Multigrade Teachers and School Heads on Literacy and Numeracy Skills Development will be on **December 15-20, 2015** in a venue to be announced later.
2. Every District will send five (5) participants composed of one (1) school Head and four (4) Multigrade Teachers. The list will be submitted on or before November 30, 2015 c/o Gina L. Custodio, EPS-I, Division Coordinator for Multigrade.
3. The expected participants must be in the venue on December 15, 2015 at 7:30am. Breakfast will be served on Day 1 and the check-out time is December 20, 2015 at 5:00pm.
4. The pupils/ class of the concerned participants to this Division Training are advised to have an early Christmas Party on December 14, 2015.
5. NO Registration Fee will be collected from the participants. The Registration Fee, transportation, board and lodging shall be charged to the 2014 Support Funds for MG schools, subject to the usual accounting and auditing rules and regulations.
6. Since December 19-20 fall on Saturday and Sunday, a two-day service credits will be granted to teachers and two (2) days Compensatory Time Off for School Heads and Education Program Supervisors will also be given per CSC and DBM Joint Circular No. 2 s, 2004.
7. The Training/ Technical staff is found in Enclosure No 1, to this Memorandum.
8. Immediate and wide dissemination of this Memorandum is desired.

**NYMPHA D. GUEMO**

Assistant Schools Division Superintendent  
Officer- In Charge

TRAINING STAFF	TECHNICAL STAFF
Gina L. Custodio- EPS, I Amelia Cabrera – EPS, I Marjhon Tablizo – Multigrade Tr Jan Marvin Toledana- Multigrade Tr	Emeline Abrasaldo May Crispino Jogiene San Juan Imelda Abejo