



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY
City of Tagbilaran



October 3, 2017

OFFICE MEMORANDUM TO:

Dr. Marcelo K. Palispis – OIC, Assist. Schools Division Superintendent
Dr. Beatriz C. Luga – Chief, School Governance Operations Division
Dr. Elisea G. De La Torre – Chief, Curriculum Implementation Division
Dr. Filomena C. Tanggaan – Senior Education Program Specialist
Dr. Janet T. Butalid – Education Program Supervisor
Mrs. Ma. Dolores T. Dahab – Principal, Cogon National High School
Mrs. Maureen C. Castaño – Principal, DCPNHS Senior High School

Subject: **CESB Accredited Leadership Training Programs for 2017 by Huris, Inc. per Regional Memorandum No. 0693, s. 2017**

Date: **October 2, 2017**

You are hereby directed to report to the Office the School Governance Operations Division (SGOD) or Office of the Assistant Schools Division Superintendent (ASDS) for important matter on or before October 4, 2017 @ 4:00 pm.

For your guidance and compliance.

VIRGINIA C. ZAPANATA, Ed.D. , CESO V
Schools Division Superintendent

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REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM

OCT 02 2017

No. 0693, s. 2017

**CESB ACCREDITED LEADERSHIP TRAINING PROGRAMS FOR 2017
BY HUMAN RESOURCE INNOVATIONS AND SOLUTIONS, INC. (HURIS, INC)**

**TO : SCHOOLS DIVISION SUPERINTENDENTS
OFFICER-IN-CHARGE OF REGULAR/INTERIM DIVISIONS**

1. As a steward of human resources both teaching and non-teaching personnel, this Office through the Human Resource Development Division (HRDD) commits itself to enhance the competencies of non-teaching personnel of our region.
2. In this connection, you are hereby directed to send participants to the CESB Accredited Leadership Training Programs for 2017 to be conducted by Human Resource Innovations & Solutions (HURIS), Inc. Refer to Enclosure A for the List of Training Programs/Workshop.
3. Submit the Accomplished Template of the List of Participants (Enclosure B) on or before October 3, 2017 to this Office through HRDD, **attention:** Dr. Leah B. Apao, FTAD Chief/OIC-HRDD/Mr. Misael G. Borgonia, Education Program Supervisor (EPS). You may fax it at (032) 414-7399 /email it at apao.leah@gmail.com or saelborg@yahoo.com.
4. Mr. Misael G. Borgonia shall consolidate the names of participants per training program/workshop and submit the consolidated list to CESB for advance registration. Likewise, said list shall be submitted to Finance Division, **attention:** Mr. Aniano Bautista, Jr., FD Chief/Mrs. Roberta Salo, Budget Officer for the financial requirements per participant per training program/workshop.
5. Mr. Rosario Pagal, Jr., OrDir staff, in coordination with Mr. Misael G. Borgonia, shall facilitate in securing the round trip plane tickets of all the participants for the said training programs/workshops.
6. The participants shall be in-charged of looking for the hotels/pension houses for their accommodation during the duration of the said activity/ies.


Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

“ EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat ”

7. Registration fees, board and lodging, travelling, and other expenses incidental relative to the participation of the identified non-teaching personnel in the said training programs/workshops shall be chargeable against the *Regional HRTD Funds for 2017* subject to the usual accounting and auditing rules and regulations.

8. This Memorandum serves as TRAVEL ORDER.

9. For immediate dissemination and strict compliance.


JULIET A. JERUTA, Ph.D., CESO V
Director III
Officer-In-Charge

JAJ lba-09-30-2017

LIST OF CESB ACCREDITED LEADERSHIP TRAINING PROGRAMS/WORKSHOP FOR 2017 BY HURIS, INC.

Training Program/Workshop	Training Fee	Training Dates	No. of Participants	
			Division	Region
			Total	
Performance and Result Management	11,480.00 VAT inclusive	Oct. 5-6, 2017		
Coaching: Raising Performance to the Next Level	11,480.00 VAT inclusive	Oct. 12-13, 2017	19 JHS School Principal (1 per Division) who needs to raise the level of their coaching skills	One (1) CLMD Chief One (1) ASD Chief One (1) HRDD EPS
Positive Discipline	11,480.00 VAT inclusive	Oct. 19-20, 2017	19 School Guidance Counsellors/Division Coordinators/Values Education Supervisors (1 per Division)	One (1) Atty One (1) EPS in Values Education/ALS One (1) EPS in Kindergarten/SPED
Managerial Leadership	11,480.00 VAT inclusive	Oct. 26-27, 2017	19 Division Administrative Officer (1 per division) 19 Division HRD Officer (1 per Division)	One (1) ASD Chief/Supervising Administrative Officer One (1) HRDD Chief/EPS
Strategic Decision Making	11,480.00 VAT inclusive	Nov. 7-8, 2017	19 SHS School Heads (1 per Division) Participants are those who are potential leaders but need to develop their strategic decision making	Six (6) Chiefs (CLMD, FD, ASD, ESSD, FTAD, PPRD)
Strategic and Critical Thinking	11,480.00 VAT inclusive	Nov. 16-17, 2017	36 Chiefs (CID & SGOD) (2 Chiefs per Division)	One (1) EPS II (HRDD) One (1) EPS II (PPRD) One (1) (Planning Officer) One (1) PDO II (OrDir) One (1) PDO II (ESSD)
Total			131	150

Enclosure B to Regional Memorandum No. 0693 s. 2017

**CESB ACCREDITED LEADERSHIP TRAINING PROGRAMS FOR 2017 BY HURIS, INC.
List of Participants Per Training Program/Workshop**

Division: _____

Training Program/Workshop	Training Fee (In Pesos)	Training Dates	Names of Participants (Full Name), e.g. Anabelle C. Castro	Position as reflected in the Planilla
Performance and Result Management	11,480.00 VAT inclusive	Oct. 5-6, 2017	<i>Due to time constraints only the Regional Personnel assigned to attend this training.</i>	
Coaching: Raising Performance to the Next Level	11,480.00 VAT inclusive	Oct. 12-13, 2017		
Positive Discipline	11,480.00 VAT inclusive	Oct. 19-20, 2017		
Managerial Leadership	11,480.00 VAT inclusive	Oct. 26-27, 2017		
Strategic Decision Making	11,480.00 VAT inclusive	Nov. 7-8, 2017		
Strategic and Critical Thinking	11,480.00 VAT inclusive	Nov. 16-17, 2017		

Schools Division Superintendent/Regional Chief

Note: Please submit the Accomplished Template on or before October 3, 2017 to the Regional Office through the Human Resource Development Division (HRDD), attention: Dr. Leah B. Apao/Mr. Misael G. Boragonia. You may fax it at (032) 414-7399/ email at apao.leah@gmail.com/saelborg@yahoo.com.