

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

DIVISION MEMORANDUM

To : DR. ISABELITA BULALA  
Tagbilaran City Science HS

FROM : DR. VIRGINIA C. ZAPANTA, Ed.D, CESO V  
Schools Division Superintendent

SUBJECT: ENHANCEMENT OF EPP/TLE CURRICULUM SEMINAR/WRITESHOP

DATE : April 2, 2018

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1. In connection to the Division initiative of enhancing the EPP/TLE curriculum Seminar-Writeshop on April 18 – 20, 2018 at Bintig, Calape, Bohol, this Office is designating you as one of the facilitators to this three (3) day Live-in Seminar-Writeshop.
2. Accommodation is taken cared by BFAR while food is to be shouldered by the City government. First meal is breakfast on April 18 and last meal is supper of April 20, 2018. Traveling expenses in going to the venue and back to their residence is chargeable to school/division MOOE subject to usual accounting rules and regulations.
3. A Service Credit will be given to the participants for the services rendered during the said activity.
4. For your guidance and compliance.

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