



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



July 23, 2018

DIVISION MEMORANDUM
NO. 408 s. 2018

SUPERVISORY DEVELOPMENT TRACK (SDC)

TO: All Division Chiefs,
Education Program Supervisors
Public Schools District Supervisor
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. For the information and guidance of all concerned, the Civil Service Commission (CSC) through the DepEd Regional Director, Dr. Juliet Jeruta, Rule VII, Sec. 7 (e) of the Omnibus Rules Implementing Book V of Executive Order No. 292 mandates government agencies to ensure that each agency personnel is provided with at least one human resource intervention every year. In this regard, CSC invites participants to the following non-residential human resource interventions for the month of July 2018 as scheduled:

DATE	TITLE OF TRAINING	TRAINING FEE
July 5-6	Leadership Success Thru Emotional Intelligence	2, 800.00
July 9-10	Competency Enhancement Skills for Government Drivers	2, 800.00
July 12-13	Leave Administration Course for Effectiveness (LACE)	2, 800.00
July 16-17	Behavioral Event Interviewing	2, 800.00
July 23-27	Supervisory Development Corse (SDC) Track 1	2, 800.00

Venue for these training shall be at the CSC RO VII Multipurpose Hall.

2. Participants to each seminar are limited to thirty-five (35) only. Thus, acceptance of nominations shall be strictly on a first come first served basis. For reservation, please accomplish the attached registration form and fax/email to this Office. Deadline for submission of registration form is ten (10) days prior to each training schedule.

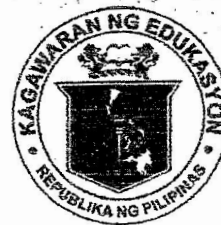
3. For more information, your HRMO may contact our Human Resource Division (HRD) through telefax nos. 032-4147488, 414-7179 Or 2539050 or email at hrdcscro7@gmail.com or may also require with the nearest CSC Field Office.

4. Immediate dissemination of and strict compliance with this order is directed.


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



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



MEMORANDUM

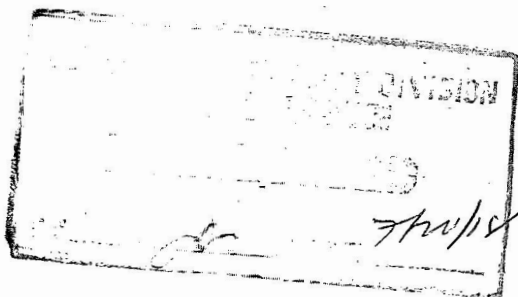
TO : SCHOOLS DIVISION SUPERINTENDENTS OF REGION 7
SUBJECT : SUPERVISORY DEVELOPMENT TRACK (SDC) TRACK 1
DATE : July 18, 2018

X=====

There will be a Supervisory Development Track (SDC) Track 1 training to be conducted by the Civil Service Commission Region 7 on July 23-27, 2018 at the CSC RO Multi-Purpose Hall, Sudlon, Lahug, Cebu City.

For further details, please see attached letter of Dir. Editha D. Luzano, Director IV, Civil Service Commission Region 7.

SALUSTINO T. JIMENEZ, LLB., CESO VI
OIC-Assistant Regional Director



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 "

June 4, 2018

DR. JULIET A. JERUTA

Regional Director
DepEd Regional Office No. 7
Sudlon, Lahug, Cebu City, Cebu 6000

Dear **Director Jeruta**:

Rule VII, Sec 7 (e) of the Omnibus Rules Implementing Book V of Executive Order No. 292 mandates government agencies to ensure that each agency personnel is provided with at least one human resource intervention every year. In this regard, we are inviting you to send participants to the following non-residential human resource interventions for the month of July 2018, to wit:

DATE	TITLE OF TRAINING	TRAINING FEE
July 5-6	Leadership Success Thru Emotional Intelligence	2,800.00
July 9-10	Competency Enhancement Skills for Government Drivers	2,800.00
July 12-13	Leave Administration Course for Effectiveness (LACE)	2,800.00
July 16-17	Behavioral Event Interviewing	2,800.00
July 23-27	Supervisory Development Course (SDC) Track 1	7,000.00

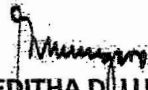
Venue for these trainings shall be at the CSC RO VII Multipurpose Hall.

Participants to each seminar are limited to thirty-five (35) only. Thus, acceptance of nominations shall be strictly on a first come first served basis. For reservation, please accomplish the attached registration form and fax/email to this Office. Deadline for submission of registration form is ten (10) days prior to each training schedule.

For more information, your HRMO may contact our Human Resource Division (HRD) through telefax nos. 032-4147488, 414-7676, 414-7179 or 2539050 or email at hrdcscro7@gmail.com or may also inquire with the nearest CSC Field Office.

We look forward to your positive response to this invitation.

Very truly yours,


EDITHA D. LUZANO
Director IV

Bawat Kawani, Lingkod Bayani



Title and Date of Training: _____

REGISTRATION FORM

Last Name:		First Name:	Middle Initial:
Nickname:		Sex:	
Position:		Office/Agency:	
Region:		Office Address:	
Telephone No.:		Mobile No.:	
Email address:		Dietary Requirements:	

Name & Signature of Head of Office/Authorizing Officer: _____

Position Title/Designation: _____

Tel No. _____ Fax No. _____

REGISTRATION DETAILS:

- Please submit thru fax/email the accomplished registration form and payment to:
CIVIL SERVICE COMMISSION RO7
Sudlon, Lahug
Cebu City
Phone Numbers: 414-7179/253-9050/414-7488/414-7676
Email: cscro7@yahoo.com or hrdcscro7@gmail.com
- Registration is **on first-come-first-served** basis.
- We appreciate the early payment of registration fees at the CSC Regional or Field Office to facilitate the smooth flow of registration during the training. Check payment should be made payable to Civil Service Commission Regional Office No VII.
- Confirmation of attendance shall be made at least **five (5) days** before training date at tel. nos. 414-7179/253-9050/414-7676/414-7488
- Substitution or cancellation of participants may be allowed provided the participating government agency or local government unit informs the CSCRO7 **five (5) days** before the start of the seminar.
- Trainings may be rescheduled for circumstances beyond our control.

****Thank you****