

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

DIVISION MEMORANDUM
 No. 512, s. 2018

September 6, 2018

DIVISION SKILLS ENHANCEMENT TRAINING FOR JUNIOR TLE TEACHERS

**To : ASDS, Chiefs, EPS, PSDS
 Public Secondary School Heads
 Concerned Personnel**

1. This Office will conduct a skills enhancement training for junior TLE teachers this coming September 20 – 22, 2018 at Bohol Rehabilitation and Rebuilding Program Training Center, Immaculate Heart Mary Seminary Compound. The objective of this training is to enhance the participants in the different fields of technology education by providing hands-on training from the expert trainers. Below is the number of participants per school, list of facilitators & working committees:

NAME OF SCHOOL	NO. OF PARTICIPANTS
Dr. C Putong NHS	29
San Isidro HS	5
Mansasa HS	6
Cogon HS	8
Manga HS	10
Tagb. City HI	2

COMPONENTS/AREAS	FACILITATORS	
ICT	Floridel Pelin	Mernita Palac
Electrical	Dennis Galope	Nathan Lyndon Roa
Dressmaking	Romelyn Calatrava	Zita Yana
Food Processing	Haidee Felicilda	Beverly Cuajao
Beauty Care	Liezl Palma	Celeste Dumas
Entrepreneur	Guest Facilitator	

COMMITTEES	IN-CHARGE
Opening Program, Documentation & Day 1	Dr. C Putong NHS
Closing Program	Manga HS & HI
Certificates (Recognition, Participation & Appearance)	Cogon HS
Day 2	San Isidro HS
Day 3 & Physical Arrangement	Mansasa HS
House Manager & Property Custodian	Mr. Edwin Dantes

Secretariat	Ms. Lani Gutas – Chair Ms. Pablita Cabarles – Co-Chair Members: Carmelita-Pungay Leah Gamayot Laura Asas Christine Tiera Zamora
Asst. Training Manager	Joseph C. Barrete
Training Manager	Dr. Elisea G. dela Torre
Consultant	Dr. Virginia C. Zapanta, CESO V

2. Participants to this training are entitled for one (1) day service credit on Saturday schedule. Concerned teachers must give a modular lesson to their students for them to comply while they are in the duration of training.
3. Expenses incurred in the training on food, non-consumable materials, training certificates and incidental expenses are chargeable against Division HRTD funds while consumable materials, traveling expenses of the participants and their other incidental expenses can be charged to School MOOE or any other local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.


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