



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Division of City Schools - Tagbilaran City

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**Office of the Schools Division  
Superintendent**

MEMORANDUM

MLA-2022-CID 0010

TO : Aimee T. Amistoso - EPSvr - English  
Hazel May E. Baliguian - MT II, City East Elementary School  
Clementina A. Gamil - Principal, City East Elementary School  
Jennifer C. Alas - MT II, Tagbilara City Central Elem. School  
Cecilia D. Sulague - MT II, Tiptip Elementary School  
Annabel R. Lansang - MT II, Cogon Elementary School  
Lorna Mae P. Pungay - MT I, Bool Elementary School  
Juanita J. Monton - MT I, Mansasa National High School  
Rosemarie S. Maceren - MT I, Manga National High School  
Babe Celena B. Isaga - MT II, Dr. Cecilio Putong National High School  
Raflyn H. Salutan - MT I, Dr. Cecilio Putong National High School  
Melchor B. Daniel Jr - Assistant Principal, Dr. Cecilio Putong NHS  
Margelyn M. Canon - MT II, Dr. Cecilio Putong National High School  
Mary Faith Barrete - MT II, Dr. Cecilio Putong National High School  
Genevieve J. Bongcac - MT II, Dr. Cecilio Putong National High School

FROM : **JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

SUBJECT : **PLANNING CONFERENCE FOR TEACHERS' IN-SERVICE TRAINING**

DATE : January 24, 2022

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1. This Office, through the Curriculum Implementation Division, calls the aforementioned names to a planning conference on January 25, 2022, at 1:30 P.M. at Dao Elementary School Science Room.
  2. The Planning Conference aims to:
    - a. discuss the activities to be undertaken during the In-Service-Training
    - b. craft matrices for the INSET
  3. Participants are entitled to service credits under the provisions of DepEd Order No. 19, s. 2011 and DepEd Order No. 53, s. 2003
  4. For compliance.



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