



DEPARTMENT OF EDUCATION  
SCHOOLS DIVISION OF

**NEGROS ORIENTAL**

*Traversing the Paths to Educational Excellence*



Division Memorandum

February 21, 2017

To : Dr. Emelyn Bolongaita  
PSDS, La Libertad District 2

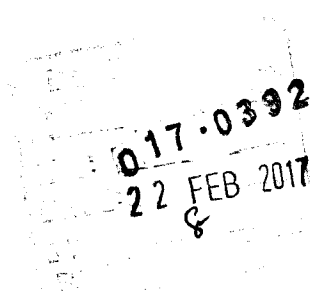
Mrs. Lady Elgin Abundo  
Principal, Sotero E. Singco MES

Mrs. Rodita Trapal  
Principal, Ambrosio Ramirez MES

Mrs. Rosa Leah Dagoy  
Principal, Valencia Central Elementary School

Mrs. Elvira Diones  
Principal, LOCMES

Mrs. Agnes Almagro  
Principal, San Jose Elementary School, Siaton East District



1. This is to inform you of your attendance to the PLANNING CONFERENCE AND SUBJECT ASSIGNMENT TO ALL GRADE 6 NATIONAL TRAINERS FOR THE COMING GRADE 6 MASS TRAINING OF TEACHERS (MTOT) on February 22, 2017 at a venue to be announced later per Regional Memorandum No. 49, s. 2017 dated February 20, 2017.
2. As participants, you may check in on the 22<sup>nd</sup> of February at 3:00 PM and check-out on February 23, 2017. First meal to be served will be dinner of February 22, 2017 and last meal will be PM snacks on February 23, 2017.
3. Please bring laptop for the finalization of slides and matrix.
4. Travelling and other incidental expenses of the participants will be charged against School/Division/Regional MOOE funds subject to the usual accounting and auditing rules and guidelines.
5. For queries, please contact Karl T. Credo, HRDD Coordinator (09771710078).
6. This serves as your **TRAVEL ORDER**.

**SALUSTIANO T. JIMENEZ, CESO VI**

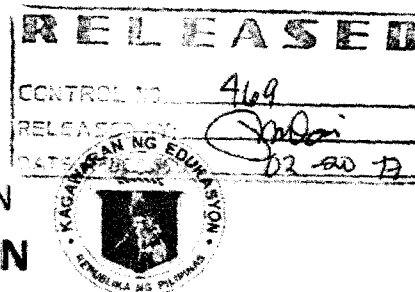
**OIC-Asst. Regional Director**

**Concurrent Schools Division Superintendent**

2/21/17



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
**NEGROS ISLAND REGION**



February 20, 2017

REGIONAL MEMORANDUM  
No. 49, s. 2017

0:2/21/17

**PLANNING CONFERENCE AND SUBJECT ASSIGNMENT TO ALL GRADE 6 NATIONAL TRAINERS FOR THE COMING GRADE 6 MASS TRAINING OF TEACHERS (MTOT)**

TO: Schools Division Superintendents  
Assistant Schools Division Superintendents  
Chief Education Supervisors for CID and SGOD  
School Heads in the Elementary and Secondary  
All others concerned

1. To ensure quality training, re-alignment of responsibilities and appropriate pairing of trainers per division, this office will conduct a one-day Planning conference to all Grade 6 national trainers who attended the National Training of Trainers (NTOT) in Cebu city last February 12 – 18, 2017. The venue of the training will be issued in a separate memorandum.
2. Participants may check-in on the 22<sup>nd</sup> of February at 3:00 PM and check-out on February 23, 2017. First meal to be served will be dinner of February 22, 2017 and last meal will be PM snacks on February 23, 2017. They are required to bring laptop for the finalization of slides and matrix.
3. Travelling and other incidental expenses of the participants will be charged against School/Division/Regional MOOE funds. All expenses incurred relative to the planning conference are subject to the usual accounting and auditing rules and regulations.
4. For queries, please contact Karl T. Credo, HRDD Coordinator through cellular phone number 09771710078.
5. Immediate dissemination of and compliance with this memorandum is directed.

  
**GILBERT S. SADSAD, CESO V**  
OIC/Regional Director  
Negros Island Region

CImd/ktc

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