



Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



May 6, 2013

**DIVISION MEMORANDUM**

No. 248, s. 2013

**DOST TRAINING PROGRAMS SCHEDULED FOR THE MONTHS OF APRIL-JUNE 2013**

TO : OIC, Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads

1. Attached is a copy of Regional Memorandum No. 248, s. 2013, dated April 24, 2013, announcing the DOST Training Programs Scheduled for the Months of April-June 2013, for the *guidance and information of all concerned.*
2. Immediate and wide dissemination of this Memorandum is desired.

  
**ARDEN D. MONISIT, Ed. D.**  
Schools Division Superintendent

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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



APR 24 2013

**REGIONAL MEMORANDUM**  
No. 248, s. 2013

**DOST TRAINING PROGRAMS SCHEDULED FOR THE MONTHS OF APRIL – JUNE 2013**

**TO : All Schools Division/City Superintendents  
Officers-in-Charge of Regular Divisions**

1. The Department of Science and Technology Region 7 (DOST 7) and its training arm, the Confederation of Scientific and Professional Organizations (COSPO) would like to invite delegates for the training programs scheduled for the months of April – June 2013 to be held at DOST 7 Conference Room, S & T Complex, Sudlon, Lahug, Cebu City.
2. Enclosed is the training outlines available upon request for your reference.
3. Participants to this series of trainings will be on official business only.
4. Wide dissemination of this Memorandum is highly desired.

  
**CARIDAD C. LABE**  
Officer-in-Charge  
Office of the Assistant Regional Director

CC L/mds  
Regional Memo

Regional Director's Office: Tel. nos.: (032) 231-1433; 231-1309; Telefax 414-7399; 414-7325; Asst. Regional Director's Office Telefax: (032) 255-4542;  
Field Effectiveness Division: (032) 414-7324; Curriculum Learning Materials Division (032) 414-7323;  
Quality Assurance and Accountability Division: (032) 231-1071; Resource Mobilization and Special Programs and Projects Division: (032) 254-7062;  
Training and Development Division: (032) 255-5239 loc. 112; Planning, Policy and Research Division: (032) 233-9030; 414-7065;  
Administrative Division: (032) 414-7326; 255-1313; 414-7366 414-4367; Budget and Finance Division: (032) 256-2375; 253-8061; 414-7321  
Website: <http://www.depedro7.com.ph>

*"EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"*



## ANNOUNCEMENT

Date: April 16, 2013  
 Attention: Gov'L Agencies' Directors/ Commissioners/ OIC,  
 Municipal & City Mayors

The Department of Science and Technology Region 7 (DOST 7) and its training arm, the Confederation of Scientific and Professional Organizations (COSPO) would like to invite you and ask your assistance in inviting delegates for the training programs scheduled for the months of April - June 2013 to be held at DOST7 Conference Room, S & T Complex, Sudion, Lahug, Cebu City. Trainings will start at 8:00 in the morning and end at 5:00 in the afternoon. Training outlines are available upon request for your reference. Please find below the reservation slip and the attached page for the training matrix.

Government employees may avail of a special discount or rate. All fees are exclusive of government tax. Please be guided that all check payments should be made payable to COSPO. Registration fee covers the cost for training materials, food (snacks & lunch) and the certificate.

**RESERVATION IS REQUIRED.** Reservation is confirmed upon the submission of the filled out registration forms. We also offer in-house training of your chosen courses. For list of our courses you may visit our facebook account at "COSPO Cebu". For more information you may call COSPO secretariat at telefax numbers (032) 255-7592 or (032) 268-8408 or text to 0923-606-4936 and look for Deil. You may also send e-mail reservations to [cospotrainings@gmail.com](mailto:cospotrainings@gmail.com).

Hurry! Training seats are limited, reserve now! Please be informed that only those who made reservations will be notified to any changes in training schedule and / or venue.

  
**RENÉ BURT N LLANTO**  
 Regional Director

### REGISTRATION SLIP

Course Title: \_\_\_\_\_ Inclusive Dates: \_\_\_\_\_  
 Name of Company: \_\_\_\_\_ Tel & Cel No.: \_\_\_\_\_  
 Name of Participant/s: (Lastname, Firstname, M.I., Nickname) Fax No. \_\_\_\_\_  
 1. \_\_\_\_\_ 2. \_\_\_\_\_  
 3. \_\_\_\_\_ 4. \_\_\_\_\_

#### Terms & Conditions:

1. **Coverage:** Registration includes food (lunch and snacks), materials, kits and certificate.
2. **Cancellations/Substitutions:** Participants may cancel up to one week prior to the course start date. Thereafter, he/she is obliged to pay a cancellation fee of P 2,000.00. In the event of a "NO SHOW", participant is obliged to pay the full registration fee. Substitutions are permitted before the start of the training.
3. **Changes:** Program content, schedule and speakers are subject to change without prior notice. COSPO reserves the right to cancel this course in the event of insufficient number of participants or speaker emergency and will make a full refund if this occurs. The liability of COSPO shall be limited to the amount of the registration fee paid by the participant. In case of any changes, only those who made reservations will be informed.
4. **Late Payments:** Paying after the conduct of the training is subject to a late charge of 1% of the registration fee per day unless prior arrangement with COSPO is made.
5. **Modes of Payment:** Participant may pay in cash or check. Check should be made payable to COSPO. Payment can also be made thru Land Bank of the Phils. Barilad Branch with Acct. # 2482-1004-38 under the account name of COSPO. Just fax or email the deposit slip for reference. Participants are limited. In order for us to prepare adequate training materials, reservation is required.

I fully understand the terms and conditions of this training. Please register the persons listed above.

\_\_\_\_\_  
 Signature Over Printed Name

As of April 18, 2013

**DOST 7-COSPO**  
**LIST OF TRAINING COURSES FOR APRIL - JUNE OF 2013**

Date	Course Title	Course Fee (private)	Course Fee (government)
<b>APRIL</b>			
Apr 22 - 23	Web Development Using Wordpress	Php 4,000	Php 2,400
Apr 24 - 25	ISO 9001:2008 Lead Auditor's Training	Php 4,000	Php 2,400
Apr 25 - 26	Basic Digital Photography Training	Php 4,000	Php 2,400
Apr 26	Herbal Tea Making	Php 1,000	Php 1,000
Apr 29 - 30	US NRA Servsafe Food Protection Manager Certification and Examination (deadline of reservation is Apr 17 only)	Php 6,000	Php 6,000
Apr 29 - 30	Verification of Weighing Scales & Calibrating Buckets for LGUs		Php 2,400
Apr 29 - 30	Fundamentals on Root Cause Analysis	Php 4,000	Php 2,400
<b>MAY</b>			
May 13 - 14	Basic Mango Processing	Php 4,000	Php 2,400
May 13 - 15	Industrial Calibration (Mass, Length, Pressure, and Temperature)	Php 6,000	Php 3,600
May 15 - 16	PHP & MySQL Programming	Php 4,000	Php 2,400
May 16	ISO 9001:2008 Awareness	Php 2,000	Php 1,200
May 20 - 21	Chemical and Laboratory Safety Practices	Php 4,000	Php 2,400
May 22 - 23	Calibration for Volumetric Glassware	Php 4,000	Php 2,400
May 20 - 25	Basic Multimedia Training	Php 9,000	Php 7,200
May 27 - 28	Financial Analysis using Advanced Excel	Php 4,000	Php 2,400
May 27 - 28	Basic GIS Applications Using Manifold Software	Php 4,000	Php 2,400
May 29 - 30	Quality Circle : QC Tools & QCC Techniques	Php 4,000	Php 2,400
May 30 - 31	Basic Desktop Publishing	Php 4,000	Php 2,400
<b>JUNE</b>			
June 7 - 8	US NRA Servsafe Food Protection Manager Certification and Examination (deadline of reservation is May 27 only)	Php 6,000	Php 6,000
June 10 - 11	Basic Photo Manipulation using Photoshop	Php 4,000	Php 2,400
June 12 - 13	Keys to Supervisory Effectiveness	Php 4,000	Php 2,400
June 13 - 14	Stormwater Management and Drainage Design	Php 4,000	Php 2,400
June 14	Personality Development: Who Me? Yes, You!	Php 2,000	Php 1,200
June 15	Novelty Items using Recycled Materials	Php 1,200	Php 1,200
June 18 - 20	Advance GIS Applications Using Manifold Software	Php 6,000	Php 3,600
June 25	Marine and Aquaculture Technologies	Php 2,000	Php 1,200
June 26 - 28	Maximizing MS Office for Business Applications	Php 6,000	Php 3,600
<b>LIVELIHOOD TRAININGS</b>			
(See for schedule, register for livelihood course of interests to be updated on the approved schedules)			
For schedule, 1 day	Household Care Products (dishwashing liquid, fabric conditioner, powder detergent, multipurpose cleaner)	Php 2,000	Php 1,600
For schedule, 1 day	Aromatic Candle Making	Php 2,000	Php 1,600
For schedule, ½ day	Meat Processing (Tocino, Longenisa, Bacon)	Php 800	Php 700
For schedule, 1 day	Herbal Soap Making (hot & cold process)	Php 2,000	Php 1,600
For schedule, ½ day	Native Pinoy Kakanin (kutsinta, puto cheese, puto bumbong, masi, palitao, sapin2x)	Php 1,000	Php 900