

June 23, 2014

**DIVISION MEMORANDUM**  
No. 286, s. 2014

**SCHEDULE OF THE SPFL-FRENCH MONTHLY 'FACE-TO-FACE'  
FOLLOW THROUGH TRAINING FOR TEACHERS**

**To: Assistant Superintendents  
Education Supervisors/Coordinators  
Secondary School Heads**

1. Attached is an Unnumbered Regional Memorandum, entitled, "SCHEDULE OF THE SPFL-FRENCH MONTHLY 'FACE-TO-FACE' FOLLOW THROUGH TRAINING FOR TEACHERS."
2. Traveling and other expenses relative to the conduct of this activity shall be chargeable against **HRTD Funds**, subject to the usual accounting and auditing rules and regulations.
3. This Memorandum serves as participants' Authority to Travel.
4. Immediate dissemination of this Memorandum is desired.

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

Telephone Numbers:

Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 414-7457  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401  
Admin Legal: (032) 253-7847

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)  
E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



**MEMORANDUM**

**To :** Schools Division/City Superintendents/ Officers- In-Charge of:  
Cebu Province Tagbilaran City  
Toledo City Lapu-lapu City  
Mandaue City

**Attention:** Division SPFL-French Coordinators, School Heads, and French Teachers of the following schools:  
1. Medellin Science High School 5. Mandaue City Science High School  
2. Minglanilla Science High School 6. Tagbilaran City Science High School  
3. Guindaruhan National High School 7. Toledo City Science High School  
4. Lapu-Lapu STEC High School

**From :** **DR. CARMELITA T. DULANGON**  
Director III  
OIC, Office of the Regional Director

**Subject :** **SCHEDULE OF THE SPFL-FRENCH MONTHLY 'FACE-TO-FACE' FOLLOW THROUGH TRAINING FOR TEACHERS**

1. Per communication from Ms. Elise Robillart, the Deputy Director of the Alliance Francaise de Cebu, this Office announces the schedules of the monthly 'Formal Face-to-Face' Follow-through Training on Special Program in Foreign Language- French for DepEd French teachers starting this second quarter of 2014. The training still takes place on a Friday afternoon, 1-4 PM from June to August while for the months of September to December, there's a possibility that their classes may be held in the morning due to inavailability of rooms for the afternoon sessions in Alliance française de Cebu.

2. Everyone's attention is directed to the schedules for June to December this year:

- June 20, 2014
- July 18, 2014
- August 15, 2014
- September 19, 2014
- October 17, 2014
- November 14, 2014
- December 12, 2014

3. As usual, the Embassy and DepEd are expecting an improved 100 % attendance of teachers involved in this SPFL-French 'Face-to-Face' Follow-through Training. Everybody must refrain from incurring absences to please the Embassy and thus would grant us an expansion training for new teachers.

*"Educating for a Strong Republic"*

Tel. nos. 231-1309/414-7399/255-4542 (RD's Office); 231-1433/414-7399 (ARD's Office);  
256-2375/253-8061 (Budget & Finance); 254-7065 (Elem. Educ.); 414-7326/255-1313 (Admin Office);  
254-7062 (Sec. Educ.); 414-4367 (NFE); 233-9030 (Planning); 231-1071 (Cashier); 232-9925 (Probe);  
414-7322 (Supply); 234-4769 (Records); 254-7071 (Legal); 231-2160 (Guard)  
Fax Nos. 231-1432/231-1425/231-1433/233-9030/231-1071/232-9925  
Email: decsro7@cvis.net.ph; DepEd\_bfd@cvis.net.ph


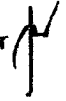
4. Division Coordinators and School Heads are enjoined to monitor their teachers' punctuality and attendance in French classes in all the scheduled once a month Friday sessions, to make the program work. Elise Robillart, Deputy Director of Alliance française de Cebu, will be supervising the training for the Alliance side and Ms. Marcelita S. Dignos from the DepEd.

5. Transportation allowances shall be reimbursed at the end of the last training day. All required documents shall be submitted right on the last day of the training to the Regional SPFL Coordinator, Ms. Marcelita S. Dignos, who will in turn submit it to the Central Office for the processing of the reimbursement. Expenses shall be charged to HRTD Funds, subject to the usual accounting and auditing rules and regulations.

6. To avoid disruption of classes of the participating teachers, school heads shall assign school personnel or anybody to provide alternative learning materials and activities, such as modules for reading and viewing materials in compliance with DepEd Order No. 9, s. 2005, entitled Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.

7. This Memorandum also serves as Travel Order.

8. Immediate dissemination of the contents of this Memorandum is desired.

  
CARMELITA T. DULARGON, Ed.D.  
Director III  
OIC, Office of the Regional Director 

CTD/LCJ/msd  
CLMD