



September 22, 2014

**DIVISION MEMORANDUM**  
No. 466, s. 2014

**LIVE-OUT SEMINAR-WORKSHOP ON GENDER AND DEVELOPMENT (GAD)  
FOCUSED ON PERSONALITY ENHANCEMENT,  
ANGER MANAGEMENT AND COACHING**

**To: Assistant Superintendents  
Division Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads**

1. This Office announces the conduct of a **Live-Out Seminar-Workshop on Gender and Development (GAD) Focused on Personality Enhancement, Anger Management and Coaching** on September 26-27, 2014 at the following venues:

Venues	Participants
Liloan CS	Liloan CS, Catarman ES, Ernesto Veloso ES, Jubay ES, Suba ES, Mulao ES and Tiltilon ES Teachers
Panphil Frasco Sport Complex (KAI Gym), Liloan	Lataban ES, San Roque ES, Simeon Ayuda ES, Santa Cruz ES, Tabla ES, Tayud ES and Yati ES Teachers

2. Considering the importance of this activity, this Office directs all the personnel involved to take into account the needed preparation to ensure 100% attendance. The opening program will start at exactly 1:00 o'clock in the afternoon of day 1 (September 26).
3. A registration fee of **One Thousand Five Hundred Twenty Pesos (Php 1,520.00)** per participant for training kits, honoraria of speakers and meals and snacks, shall be chargeable against **Division GAD Funds**, while traveling, per diem and other incidental expenses, shall be chargeable against **local school/SEF/MOOE/PTA Funds**, subject to the existing accounting and auditing rules and procedures.
4. This Memorandum serves as participants' Authority to Travel.
5. Immediate dissemination of the contents of this Memorandum is desired.

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

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