



April 23, 2015

**DIVISION MEMORANDUM**

No. 238, s. 2015

**LIVE-OUT SEMINAR-WORKSHOP ON GENDER AND DEVELOPMENT (GAD) FOCUSED ON PERSONALITY ENHANCEMENT, ANGER MANAGEMENT AND COACHING FOR THE ELEMENTARY AND SECONDARY TEACHERS OF ALCOY AND BOLJOON AND ELEMENTARY TEACHERS OF DALAGUETE 2**

**To: Assistant Superintendent  
 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 for the Elementary and Secondary Teachers of Alcoy and Boljoon and Elementary Teachers of Dalaguete District 2** on April 29-30, 2015 at the following venues:

Venues	Participants
Cawayan CS, Dalaguete District 2	Elementary Teachers of Dalaguete 2 Secondary Teachers of Alcoy
Alcoy CS	Elementary Teachers of Alcoy Elementary and Secondary Teachers of Boljoon

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 (April 29).

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 regulations.

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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