



June 5, 2015

**DIVISION MEMORANDUM**

No. 306, s. 2015

**LIVE-OUT SEMINAR-WORKSHOP ON GENDER AND DEVELOPMENT (GAD) FOCUSED ON PERSONALITY ENHANCEMENT, ANGER MANAGEMENT AND COACHING FOR CATMON AND SOGOD ELEMENTARY AND SECONDARY SCHOOL TEACHERS**

**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 Catmon and Sogod Elementary and Secondary School Teachers** on June 10-11, 2015 at the following venues:

Venues	Participants
Mayor Pedro J. Monsanto Sports & Cultural Center, Catmon, Cebu	Catmon Elementary and Secondary School Teachers
Sogod CS, Sogod, Cebu	Sogod Elementary and Secondary School 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 (June 10).

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 their availability and the usual 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