



July 13, 2015

DIVISION MEMORANDUM

No. 417, s. 2015

LIVE-OUT SEMINAR-WORKSHOP ON GENDER AND DEVELOPMENT (GAD) FOCUSED ON PERSONALITY ENHANCEMENT, ANGER MANAGEMENT AND COACHING FOR BORBON AND TABOGON 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 Borbon and Tabogon Elementary and Secondary School Teachers** on July 21-22, 2015 at the following venues:

Venues	Participants
Doña Mary Elementary School Sagay, Borbon, Cebu	Borbon Elementary and Secondary School Teachers
Tabogon Central School Tabogon, Cebu	Tabogon 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 (July 21).

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 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