



December 14, 2015


**DIVISION MEMORANDUM**

No. 857 s. 2015

**CONFERENCE OF SKILLS TRAINING TRAINERS PER DIVISION  
MEMORANDUM NO. 784, S. 2015**

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

1. The field is hereby informed of the Conference of Skills Training Trainers per Division memorandum No. 784, s. 2015 on December 21, 2015 at Ecotech Center, Sudlon, Lahug, Cebu City at 9:00 o'clock in the morning.
2. This conference aims to:
  - a. gain comprehensive feedback on the skills training conducted per specialization;
  - b. identify factors that contribute to the success or failure of the training; and
  - c. create a training plan for the untrained TLE teachers.
3. Participants to this conference are those listed trainers in Division Memorandum No. 784, s. 2015 that were able to conduct the training and registration-in-charge.
4. Travelling and other incidental expenses incurred by the participants shall be chargeable against School MOOE/ SEF/PTA/STEP funds subject to the usual accounting and auditing rules and regulations.
5. Wide dissemination of this Memorandum is desired.

  
**RHEA MAR A. ANGTUD, Ed.D., CESO VI**  
Schools Division Superintendent

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