



April 17, 2017

DIVISION MEMORANDUM

No. 259, s. 2017

PLANNING CONFERENCE FOR THE SENIOR HIGH SCHOOL (SHS) MASS TRAINING OF TEACHERS (MTOT) FOR TECHNICAL-VOCATIONAL AND LIVELIHOOD (TVL) TRACK

**To: Assistant Superintendents
Chiefs, SGOD and CID
Division Supervisors/Coordinators
District Supervisors/OICs
Secondary School Heads**

1. Attached is Regional Memorandum No. 0257, s. 2017, entitled, "**Planning Conference for the Senior High School (SHS) Mass Training of Teachers (MTOT) for Technical-Vocational and Livelihood (TVL) Track.**"
2. Please refer to the attached list of participants.
3. Expenses for meals and snacks shall be chargeable against **HRTD Funds**, while traveling expenses shall be chargeable against **local school MOOE funds**, subject to the usual accounting and auditing rules and regulations.
4. This Memorandum serves as Authority to Travel.
5. Dissemination of this Memorandum is desired.


RHEA MARIA ANGTUD, Ed.D., CESO VI
Schools Division Superintendent

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REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM
No. **0257**, s. 2017

APR 11 2017

PLANNING CONFERENCE FOR THE SENIOR HIGH SCHOOL (SHS) MASS TRAINING OF TEACHERS (MTOT) FOR TECHNICAL-VOCATIONAL AND LIVELIHOOD (TVL) TRACK

To : Schools Division Superintendents/OICs

1. This Office through the Human Resource and Development Division (HRDD), and Curriculum Learning and Management Division (CLMD) will conduct a **Planning Conference for the Senior High School (SHS) Mass Training of Teachers (MTOT) for Technical-Vocational Track** on April 20, 2017, 8:00 AM - 5:00 PM at the HRDD Office, DepEd RO7, Sudlon, Lahug, Cebu City.
2. The following will be discussed during the conference:
 - a. Delineation of roles and functions
 - b. Program Schedule Matrix (PSM)
 - c. Organization of Classes
 - d. Composition of the Program Management Team (PMT)
 - e. Review and Quality Assurance of the Session Guide and PPT
 - f. Issues and concerns pertinent to the conduct of the Training
3. For proper guidance and reference, enclosed is the List of Participants.
4. Expenses for breakfast, lunch, and two (2) snacks to be served by the Applied Nutrition Center (ANC) shall be charged to HRTD Funds, while traveling and other incidental expenses of participants are chargeable against local funds, subject to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as Travel Order for RO7 personnel only.
6. For the information and compliance of all concerned.

Juliet A. Jeruta
JULIET A. JERUTA
Director III
Officer-In-Charge

JAJFY/MFCS/EBEJ/mgb

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

“ESA 2015: Karapatan ng Lahat, Pananagutan ng Lahat”

**PLANNING CONFERENCE FOR THE SENIOR HIGH SCHOOL (SHS) MASS TRAINING OF
TEACHERS (MTOT) FOR TECHNICAL-VOCATIONAL AND LIVELIHOOD (TVL) TRACK**

April 20, 2017, 8:00 AM – 5:00 PM
HRDD Office, DepEd RO7, Sudlon, Lahug, Cebu City

LIST OF PARTICIPANTS

Name	Division
Rodileo Maquilan	Bogo City
Lea Vanessa Aton	Bohol
Prima Omac	
Geronimo Diaz	Carcar City
Noel Ares	Cebu City
Pastor Ali Najarro	
Romeo Mejia	Cebu Province
Reilyn Solante	
Araceli Cabahug	
Gernie Elan	Danao City
Warren Martinez	Lapu-lapu City
Donald Dungog	
Jaypee Mañago	Mandaue City
Gregie Cabido	City of Naga
Julieta Sarvida	Siquijor
Rosario Aquino	Tagbilaran City
Vincent Beniga	Talisay City
Japeth Mag-aso	Toledo City
Rey Tan	PPRD, RO7
Roland Villegas	CLMD, RO7