



December 14, 2018

DIVISION MEMORANDUM

No. 894, s. 2018

**ADDENDUM TO DIVISION MEMORANDUM NO. 869, S. 2018
(CORRIGENDUM TO DIVISION MEMORANDUM NO. 848, S. 2018,
ENTITLED MASTER TEACHERS' SUMMIT 2018 WITH THE THEME,
"FOSTERING GENDER EQUITY THROUGH REFLECTIVE
PROFESSIONAL DEVELOPMENT")**

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

1. The field is hereby informed of the following additional information relative to the conduct of **Master Teachers' Summit 2018 with the Theme, "Fostering Gender Equity Through Reflective Professional Development"**, on December 17-19, 2018 at Golden Peak Hotel, Cebu City:

a. Two (2) nurses shall be deployed for each of the three (3) clusters to monitor the health condition of all the personnel involved during the entire duration of the aforementioned summit.

b. Only the members of the Program Management Team (PMT) are allowed to check in on Day 0, December 16, 2018, not earlier than 2:00 pm to prepare themselves for the activities in the next three (3) days. First meal of the PMT members who will check in on Day 0 shall be dinner of that day, while first meal of the participants, as well as the members of the PMT who will not check in on Day 0 and nurses on duty is morning snacks of Day 1, December 17, 2018, and last meal of all the personnel involved is afternoon snacks of Day 3, December 19, 2018, chargeable against Division GAD Funds.

2. This Memorandum also serves as Authority to Travel.

3. Immediate dissemination of and compliance with this Memorandum is directed.


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