



April 17, 2019

Division Memorandum  
 No. 231 s. 2019

**CORRIGENDUM TO DIVISION MEMORANDUM NO. 217, S. 2019 (DIVISION SEMINAR-WORKSHOP OF GRADE ONE TEACHERS ON SIGN LANGUAGE)**

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

1. The field is hereby informed of the change in schedules of the Seminar-Workshop of Grade One Teachers in Sign Language due to unavailability of venue.
2. The new schedules are as follows:

Batch 1	Dates	Participants
Batch 1	May 30 to June 1, 2019	One Grade 1 Teacher from each school in Cong'l Districts 2, 6 and 7
Batch 2	June 10 to 12, 2019	One Grade 1 Teacher from each school in Cong'l Districts 1, 3 and 4
Batch 3	June 13 to 15, 2019	One Grade 1 Teacher from each school in Cong'l Districts 5

3. Public Schools District Supervisors are hereby requested to submit names of Grade One teachers in his/her district who will participate in the training to the Division Office (Attn.; Mrs. Maria Elena T. Paras) not later than May 15, 2019.
4. Three days service credits shall be given to participants and resource speakers of Batch1 and 1 day service credit/CTO shall be given to participants, resource speakers and Division Personnel of Batch 3, as per D.O No. 53, s. 2003 and DBM and CSC Joint circular No. 2, s. 2019.

5. A registration fee of **Php 4700.00** shall be collected from each participant to defray expenses for meals, materials, board and lodging. Registration fee, travelling and other incidental expenses that may be incurred by participants relative to the said activity shall be chargeable against **school MOOE/SEF/PTA funds**, while travelling expenses of resource speakers shall be chargeable against **school MOOE/SEF/PTA funds**. Meals and board and lodging expenses of resource speakers shall be chargeable against Division funds, subject to the usual accounting and auditing rules and regulations.
6. This Memorandum shall serve as participants' **Authority to Travel**.
7. Immediate and wide dissemination of this Memorandum is directed.

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