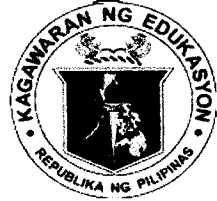




Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO BUILDING Sudlon , Lahug , Cebu City



DIVISION MEMORANDUM
No. 233, s. 2019

PLANNING CONFERENCE OF DIVISION AND DISTRICT TRAINERS AND WALKTHROUGH OF SESSION GUIDES/POWERPOINT PRESENTATIONS FOR RPMS-PPST ROLL-OUT, SY 2019-2020

TO : Assistant School Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
School Heads/Administrators of Public Elem. & Sec. Schools

1. To ensure the effective roll-out of RPMS-PPST for School Year 2019-2020, this Office has scheduled a One-Day Planning Conference of all Division and District Trainers and Walkthrough of Session Guides/PowerPoint Presentations on April 24, 2019 at the Pavillion, DepED Ecotech Center, Sudlon, Lahug, Cebu City.
2. The objective of the said Activity are as follows:
 - 2.1 thresh out solutions for possible CIGPs affecting the smooth conduct of District TOT and District/School Roll-out, which will be conducted on May 6-8 and May 16-18/21-24, 2019, respectively.
 - 2.2 finalize the training matrix, PMT, QAME, facilitators, and training staff;
 - 2.3 discuss the enhanced Session Guides and PowerPoint presentations based on the comments/feedback/recommendations gathered during the Division TOT delivery.
 - 2.4 dry run the enhanced Session Guides/PowerPoint presentations; and
 - 2.5 recognize the value of teamwork in the effective delivery of the District TOT and District/School Roll-out of RPMS-PPST, SY 2019-2020.
3. The participants to this activity are the following:
 - 3.1 Division RMPS-PPST, SY 2019-2020 TOT Trainers/Facilitators, PMT, QAME, and Secretariat
 - 3.2 District Core of Trainers (those who were trained during the Division TOT on RPMS-PPST, SY 2019-2020)
 - 3.3 Public Schools District Supervisors (PSDSs)
4. The attendance of the identified participants is **COMPULSORY**. They are advised to accomplish the Registration Form reflected in *Enclosure A*.
5. **Dr. Margarita Niera**, HRD SEPS, shall manage the said Activity including the preparation

of Opening Program, templates, Attendance Sheets, Certificate of Appearance, and other training materials. She shall be supported by All CID EPSA's. **Mrs. Riann Villamante** and **Miss Marites Peralta** shall coordinate with Ecotech personnel for the venue, meals and snacks. Dr. Asterterie Bernales and Dr. Virgilio Tantuico shall deploy at least two Nurses to address medical concerns of the participants.

6. Master Teachers/Teachers who will render services on **April 24, May 6-8, 16-18/21-24, 2019** shall be granted with Service Credits, pursuant to DepED issuances. *They likewise enjoyed three (3) days Service Credits for the services rendered on April 10-12, 2019 during the Division Training of Trainers (TOT) conducted in specified venues.*

7. A registration fee of PhP 650.00 shall be collected from each participant to defray the expenses of A.M. and P.M. snacks and lunch of April 24, 2019.

8. Registration fee, transportation and other incidental expenses incurred by school heads and Master Teachers/Teachers relative to their participation in the said Activity shall be chargeable against **School MOOE Funds** subject to the usual accounting and auditing rules and regulations.

9. The expenses for transportation, meals, and snacks of the PMT, PSDSs, QAME, Secretariat, Nurses and other Division personnel shall be chargeable against **Division MOOE Funds** subject to the usual accounting and auditing rules and regulations.

10. During the District TOT and District/School Roll-out, the guidelines for the utilization of **School/Division MOOE Funds** shall be complied with, to defray the expenses for meals, snacks, and transportation of all personnel concerned.

11. This Memorandum serves as **TRAVEL ORDER**.

12. Immediate and wide dissemination of, and compliance with this Memorandum is directed.


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

**PLANNING CONFERENCE OF DIVISION AND DISTRICT TRAINERS AND WALKTHROUGH OF SESSION
GUIDES/POWERPOINT PRESENTATIONS FOR RPMS-PPST ROLL-OUT, SY 2019-2020**
April 24, 2019

Registration Form

FULL NAME:	NICKNAME
School/District:	POSITION (Plantilla)
Office Address: _____	Mobile Phone No.
_____	e-mail address:
Please check appropriate box if you are a/an:	
<input type="checkbox"/> SH-Elementary	<input type="checkbox"/> SH-Junior High School
<input type="checkbox"/> MT- Elementary	<input type="checkbox"/> MT-Junior High School
<input type="checkbox"/> SH-Senior High School	<input type="checkbox"/> Department Head/Asst. SH-Senior High School

Terms and Conditions: (For participants only)

The accomplished Registration Form shall be submitted to the Office of the Schools Division Superintendent, on or before April 22, 2019, **attention:** Dr. Margarita Niera, SEPS, HRD.

I confirm that I have read, understood and agreed to the Terms and Conditions contained in this registration template.

SIGNATURE OVER PRINTED NAME

Date