

August 7, 2019

**DIVISION MEMORANDUM**

No. 469 S. 2019

**TREE GROWING MONITORING SYSTEM AND PROCESSES TRAINER'S TRAINING**

To: Assistant Schools Division Superintendents  
CID/SGOD Chiefs  
PSDSs/DISTRICT OICs  
Elementary/Secondary School Heads  
District NGP Coordinators  
All others concerned

1. For information and guidance of all concerned, attached is a communication letter from **Ramon Aboitiz Foundation, Inc. - Biodiversity Conservation Unit** informing the field on the conduct of **Tree Growing Monitoring System and Processes Trainer's Training** on **August 14 and 15, 2019** at **Mezzo Hotel, F. Cabahug, Pres. Quezon St., Cebu City** to **District NGP Coordinators** of the districts listed below:

1. Daanbantayan I	9. Catmon
2. Daanbantayan II	10. Compostela
3. Medellin	11. Liloan
4. Tabogon	12. San Francisco
5. San Remigio II	13. Tudela
6. Borbon	14. Poro
7. Sogod	15. Pilar
8. Carmen	16. Tabuelan

2. PSDSs and School Heads are directed to ensure that classes of all concerned District NGP Coordinators are well-taken care of, so that no classes will be left unattended.

3. Transportation and other incidental expenses shall be chargeable to against **Local/MOOE Funds**, subject to its availability and the usual accounting and auditing rules and regulations.

4. This memorandum serves as your **Authority to Travel**.

5. Immediate and wide dissemination of this memorandum is desired.

**RHEA MARIA ANGTUD, Ed.D.,**  
Schools Division Superintendent

August 2, 2019

**RHEA MAR. A. ANGTUD, PhD**  
Division Superintendent  
DepEd Cebu Province Division  
Lahug, Cebu City

Dear **Dr. Angtud**:

Greetings from Ramon Aboitiz Foundation, Inc. – Biodiversity Conservation Unit.

Part of RAFI's commitment in the implementation of the School-based Tree Growing Project is to provide technical trainings to the participating district's NGP Coordinators. One of the four identified trainings is the Tree Growing Monitoring System and Processes Trainer's Training which aims to acquaint and train NGP district coordinators with RAFI BioCon's TG project process including the importance and uses of the different M&E tools for effective and efficient project implementation.

The Trainer's Training will be held on August 14 and 15, 2019 (Wednesday and Thursday) at Mezzo Hotel, F. Cabahug, Pres. Quezon St, Cebu City (beside Castle Peak Hotel). Registration will start at 8:00 in the morning. Food and accommodation will be taken care of RAFI.

In this regard, may we request DepEd Cebu Province Office to issue a Memorandum to the District NGP Coordinators of the districts listed below to attend the two (2) day training.

1. Daan Bantayan I	11. Liloan
2. Daan Bantayan II	12. San Francisco
3. Medellin	13. Tudela
4. Tabogon	14. Poro
5. San Remegio II	15. Pilar
6. Borbon	16. Tabuelan
7. Sogod	
8. Carmen	
9. Catmon	
10. Compostela	

Please allow us to follow-up on the status of this request. You may also contact Ms. Nena Okay in these details: 09153292065 / 411-1700 local 24573 or [nena.okay@rafi.ph](mailto:nena.okay@rafi.ph) for questions and clarifications.

Thank you very much.

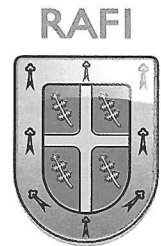
Sincerely yours,

  
**ATTY. JAMES M. ABADIA**  
VP- Biodiversity Conservation Unit  
Ramon Aboitiz Foundation Inc.

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