



November 29, 2019

DIVISION MEMORANDUM

No. 767 S. 2019

“MASTERING YOURSELF” A PERSONALITY DEVELOPMENT AND BEHAVIORAL ENHANCEMENT WORKSHOP FOR DESIGNATED CLINIC TEACHER (Elementary and Secondary) AND NURSES OF DEPARTMENT OF EDUCATION-CEBU PROVINCE

**TO: Assistant Schools Division Superintendents
CID/SGOD Chiefs
PSDS/ DISTRICT OICS
Elementary/Secondary School Heads
And All Others Concerned**

1. This office announces the conduct of **“MASTERING YOURSELF” A PERSONALITY DEVELOPMENT AND BEHAVIORAL ENHANCEMENT WORKSHOP FOR DESIGNATED CLINIC TEACHERS (Elementary and Secondary) AND NURSES OF DEPARTMENT OF EDUCATION-CEBU PROVINCE** on December 5 to 7, 2019.
2. The purpose of this activity is to have an enhancement drive on Personality Development and Behavioral Awareness and be capacitated with skills in supportive communication and team building and also skills in personal development that may guide one in making important decisions.
3. Participants to this two-day are the designated one (1) District Clinic Teacher for Elementary and one (1) District Clinic Teacher for Secondary and Division Nurses.
4. The Medical Team (Doctor/Nurses) c/o Dr. Virgilio C. Tantuico/ Dr. Asterterie A. Bernales is hereby directed to bring medical kit at the training venue to act as the FIRST AIDERS for the event.
5. The said seminar workshop activity is on live-in/stay in arrangement. The first meal will be served at 12:00 noon on Day 1/December 5, 2019 (no breakfast) and the last meal will be served at 12:00 noon on Day 3/December 7, 2019 (no dinner). Expenses such as venue, accommodation, meals, snacks and training kit shall be charge to GAD Funds while travel and other incidental expenses shall be chargeable against School/Division MOOE Funds subject to its availability and usual accounting and auditing rules and regulations.
6. This Memorandum serves as **Authority to Travel** for the participants and Division Personnel. Participants are also directed to come on time and bring with them their appropriate attire (cotton shirt, leggings (girls)), shorts (boys), rubber shoes and swimming pool attire for the team building activity.
7. Immediate and wide dissemination of this Memorandum is desired.


MARILYN S. ANDALES, Ed.D., CESO V
Schools Division Superintendent