



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CEBU PROVINCE

**Office of the Schools Division
Superintendent**

December 21, 2020

DIVISION MEMORANDUM
No. **286**, s. 2020

GAD-BASED ACTION RESEARCH SEMINAR FOR MASTER TEACHERS

To: Assistant Schools Division Superintendents
SGOD & Planning Unit
Public Schools District Supervisors
Invited Action Research Presenters and Lectures
School Heads
All others concerned

1. To address the need for mobilizing the culture of classroom action research, this office invites three (3) **MASTER TEACHERS** from each district to attend the live in two-day seminar/workshop on **December 28 to 29, 2020** at **ECOTECH Center, Lahug, Cebu City**.
2. Public Schools Division Supervisors are requested to send the names through the PSDS Group Chat not later than **December 24, 2020** for reservation purposes.

Group No.	Districts	Venue	Invited Presenters
1	Balamban I & II, Pinamungajan I & II, Aloguinsan, Asturias North & South, Tuburan I & II Tabuelan, San Remegio I & II, Consolacion I & II, Liloan, Compostela, San Fernando I & II, Minglanilla I & II, Cordova, San Francisco, Poro, Tudela, Pila, Bantayan I & II, Santa Fe, Madredijos	NEW DINING (Ecotech Center)	Rey Colin F. Anticamara, Jouleny P. Famat, Cresentel J. Pinol, Arnel L. Enoc, Urlindo L. Chavez, Emelyn Jane Sayson, Carl Jefferson
2	Sibonga, Argao I & II, Daanbantayan I & II, Medellin, Tabogon, Borbon, Sogod, Catmon, Carmen, Dalaguete I & II, Alcoy, Boljoon, Oslob, Santander, Samboan, Ginatilan, Malabuyoc, Alegria, Badian, Moalboal, Alcantara, Ronda, Dumanjug I & II, Barili I & II		



Address: IPHO Bldg., Sudlon, Lahug, Cebu City
Telephone Nos.: Trunkline (032) 520-3216-17;
Email Address: cebu.province@deped.gov.ph

3. The participants are required to bring their laptops.
4. Participants from the island districts of Camotes and Bantayan and other far districts are authorized to check-in on Day Zero. Only dinner will be served on Day Zero. Expenses such as, accommodation shall be charged against Division GAD subject to its availability and usual accounting and auditing rules and regulations.
5. Participants are directed to comply and follow the IATF guidelines and our Division Safety Guidelines and Protocols under DM 162, s. 2020, before, during and after the training.
6. The Medical section heads are also hereby directed to assign two (2) nurses, and bring medical kit at the training venue.
7. The said training program is a live-in/stay-in arrangement. The first meal will be served at 5:00PM (Dinner) on Day 0 – December 27 and last meal will be served at 5:00PM (dinner) on day 3 – December 29, 2020. Expenses such as, venue, accommodation, meals, snacks and materials shall be charged against Division GAD Funds subject to its availability and the usual accounting and auditing rules and regulations. Travel and other incidental expenses of the participants shall be chargeable against Local School/SEF/MOOE Funds subject to its availability and usual accounting and auditing rules and regulations.
8. The participants and management staff shall be entitled to service credits in accordance with Deped Order No. 53 s. 2003 entitled *Updated Guidelines on the Grant of Vacation Service Credits* to teachers, likewise, non-teaching personnel, including management staff, shall have Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2 s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.
9. This Memorandum serves as **Authority to Travel** to participants and TWG.
10. Immediate and wide dissemination of this Memorandum is desired.


MARILYN S. ANDALES, ED.D., CESO V

Schools Division Superintendent 