



TRAVEL ORDER

Authority is hereby requested for:

- | | | |
|----------------------------|---|----------------------|
| 1. Cristina C. Salazar | - | EPS-English |
| 2. Dr. Jonathan P. Domingo | - | EPS-SGOD |
| 3. Arlene L. Tayona | - | SEPS-HRD |
| 4. Gayle J. Malibiran | - | EPS II-HRD |
| 5. Dr. Mervin C. Tortoza | - | Principal III, ISTES |

Purpose : Attendance to Walkthrough of Session Guides and Slide Decks in Preparation for the Enhanced-School Heads Development Program (E-SHDP) Foundation Course Training-Workshop

Destination : HRDD Regional Office Karangalan Cainta, Rizal

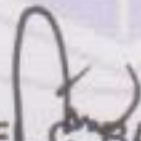
Date : August 9, 2018.

Means of Transportation : Public Transportation

Travel is on :
 Official Business
 Official Time

Source of Funds:
 MOOE Personal Funds
 Canteen Funds Others: Local Funds

Approved:


DR. ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : **SCHOOLS DIVISION SUPERINTENDENT**

FROM : **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT : **ENHANCED-SCHOOL HEADS DEVELOPMENT PROGRAM (E-SHDP)
FOUNDATION COURSE TRAINING - WORKSHOP**

DATE : July 10, 2018

1. Relative to DepEd Memorandum No. 192 s. 2016., this Office through the Human Resource Development Division (HRDD) will conduct the Enhanced-School Heads Development Program (E – SHDP) Foundation Course Training - Workshop for the 2017 Principal's Test Passers who do not have training on E-SHDP Foundation Course yet.

2. Below is the schedule of activities. The venue is to be determined.

Module No.	Date
1	August 12 – 19, 2018
2	August 26 – Sept. 1, 2018
3	Sept. 9- 15, 2018

3. Participants are requested to bring laptop and curriculum guide. They are also required to register @<http://bit.ly/FC-ESHDP> on or before 31 July 2018. Online registration is a must.

4. Participants are expected to be at the venue on day zero of the first scheduled date of each module as stated in the matrix at 1:00 pm. Registration and check - in starts at 1:00 – 2:30 pm. Opening program will commence at 2:30 pm. First meal to be served is dinner of day zero and the last meal to be served is pm snacks of the last scheduled day.

5. All facilitators for each module are requested to report to Bulwagan Ng Karangalan , Regional Office on August 9, 2018 at 9:00 am for the walkthrough of session guides and slide decks in preparation for the roll - out.



PARTICIPANTS FOR THE 2018 TRAINING FOR ENVIRONMENT COURSE FOR COUNCILORS

6. This Office requests the QAD to provide GAME monitors to the entire duration of the training.
7. Attached are the list of participants, facilitators, training management team, terms of reference and training matrix.
8. Transportation and other expenses of the participants relative to this activity shall be charged against MOOE/local funds while board and lodging shall be charged against downloaded HRD funds subject to the usual COA auditing and accounting rules and regulations.
9. Dissemination of this Memorandum is desired.

No.	Name	Position	Office	Remarks
12	MARION A. VILLAS	Participant	Quezon City	
13	GENISA A. MATIANO	Participant	Quezon City	
14	EDDIE A. RAMOS	Participant	Quezon City	
15	PAULINA B. COME	Participant	Quezon City	
16	EMILIE C. PEREZ	Participant	Quezon City	
17	WALTER M. LUCAS	Participant	Quezon City	
18	YANNA A. MORIS	Participant	Quezon City	
19	PEGGY S. TRINIDAD	Participant	Quezon City	
20	EMILIE P. MANA	Participant	Quezon City	
21	CAROLINE SHERY VERGUE	Participant	Quezon City	
22	FABIANNA ANA CHAVEZ	Participant	Quezon City	
23	VILARDO G. PEO	Participant	Quezon City	
24	ANDREA EACHELLE B.	Participant	Quezon City	
25	EMILIO C. PACOTE	Participant	Quezon City	
26	MARCO D. PABLO	Participant	Quezon City	
27	MARIA S. APAYALO	Participant	Quezon City	
28	EDUARDO S. CUETO	Participant	Quezon City	
29	RAGUI E. HIRAWATA	Participant	Quezon City	
30	MA. ROSALYN M. PABLO MUYAN	Participant	Quezon City	
31	MARILYN M. TADREAN	Participant	Quezon City	
32	RINA P. BONGALA	Participant	Quezon City	
33	CLARA S. SYMONE	Participant	Quezon City	
34	ADRIAN B. SANTIAGO	Participant	Quezon City	
35	DEAN R. SANTIAGO	Participant	Quezon City	
36	EMILIO S. SANTIAGO	Participant	Quezon City	
37	EDUARDO S. SANTIAGO	Participant	Quezon City	
38	MARCO S. SANTIAGO	Participant	Quezon City	
39	ANDREA S. SANTIAGO	Participant	Quezon City	
40	YANNA S. SANTIAGO	Participant	Quezon City	
41	EMILIO S. SANTIAGO	Participant	Quezon City	
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