



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
CITY SCHOOLS DIVISION OF ANTIPOLO

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00

Office of the Schools
Division Superintendent

Subject:

Internal Authority to Travel

Division Reference Number _____ Date 18 Oct 2018

NAME OF OFFICIAL/EMPLOYEE	DESIGNATION & STATION
Please see attached <small>LAST NAME, FIRST NAME MI *</small>	Please see attached

PURPOSE: Attendance to the Regionwide Training on the Enhancement of DAP-ELLN and Inclusive Child-Centered Techniques for K to Grade 3 Teachers

DESTINATION: Tagaytay International Convention Center, Tagaytay City

PERIOD OF TRAVEL FROM 22 Oct 2018 TO 26 Oct 2018

PERIOD OF TRAVEL	FROM	22 Oct 2018	TO	26 Oct 2018
Please Check: 1. <input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Cash Advance <input type="checkbox"/> Reimbursement 2. <input type="checkbox"/> Official Time <small>(NO EXPENSE to be incurred by the Division Office/School)</small>	Estimated Expense-			
	Registration Fee	Php	_____	
	Transportation		_____	
	Travel Allowance		400.00 / day	
	On Travel Time only		_____	
	Full Allowance		_____	
	TOTAL ESTIMATED			_____
	EXPENSES			Php 400.00 / day

Requested by:

LITO A. PALOMAR
OIC-Chief, CID / EPS I – A.P.

Funds Available- for Official
* Business (specify the source of funds)
 Division Fund
 LSB Fund
 Others: Local Funds

Noted
 On Official Time Only
 Other Funds:

MRS. RAQUEL F. ESGUERRA
 Division Accountant III

Approved:

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

REMARKS:



**REGIONWIDE TRAINING ON THE ENHANCEMENT OF DAP-ELLN AND INCLUSIVE
CHILD-CENTERED TECHNIQUES FOR K TO GRADE 3 TEACHERS**

Tagaytay International Convention Center, Tagaytay City
October 22-26, 2018


LIST OF PARTICIPANTS

- | | | |
|-----------------------------|---|------------------------------------|
| 1. DELOS SANTOS, JESUS | - | Teacher – Bagong Nayon I ES |
| 2. PERIDA, JENYRIC A. | - | Teacher – Bagong Nayon I ES |
| 3. ALPUERTO, FLODELIZA A. | - | Teacher – Bagong Nayon II ES |
| 4. QUIAL, THELMA | - | Teacher – Bagong Nayon II ES |
| 5. MAIGUE, NANETTE | - | Teacher – Dela Paz ES |
| 6. PAULA, CHARISSE | - | Teacher – Dela Paz ES |
| 7. NAVELA, MARY JOY | - | Teacher – San Isidro ES |
| 8. BAGUNU, CELSO R. | - | Principal I – Teofila Z. Rovero ES |
| 9. SAN FELIPE, VERNA LYN B. | - | Teacher – Teofila Z. Rovero ES |
| 10. SANTIAGO, MARY GRACE F. | - | Principal I – Peace Village ES |
| 11. HINALOC, RACOB T. | - | Teacher-In-Charge – Calawis ES |
| 12. LOZANO, REYNALDO P. | - | Officer-In-Charge – Apia ES |



MEMORANDUM

TO : OIC - Assistant Schools Division Superintendent
OIC-Chief, Curriculum Implementation Division (CID)
Chief, Schools Governance Operation Division (SGOD)
CID Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads

FROM :  **DR. ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

SUBJECT : **CORREGENDUM TO THE UNNUMBERED MEMORANDUM NO. 483 S, 2018 entitled List of Participants on Region-Wide Training on the Enhancement of DAP-ELLN and Inclusive Child-Centered Techniques for K to Grade 3 Teachers**

DATE : October 11, 2018

The list of participants to the Five-Day Region-Wide Training on the Enhancement of DAP-ELLN and Inclusive Child-Centered Techniques for K to Grade 3 Teachers for Cluster 3 on October 22-26, 2018 is hereby revised as follows.

TCC

NO.	DIST.	NAME	SEX	POSITION	SCHOOL
1.	I-B	Jesusa Delos Santos	Female	Teacher – G3	Bagong Nayon I ES
2.	I-B	Jenyric A. Perida	Female	Teacher –KINDER	Bagong Nayon I ES
3.	I-B	Flordeliza R. Alpuerto	Female	Teacher- G3	Bagong Nayon II ES
4.	I-B	Thelma Quial	Female	Teacher -KINDER	Bagong Nayon II ES
5.	I-C	Nanette Maigue	Female	Teacher – G2	Dela Paz ES
6.	I-C	Charisse Paula	Female	Teacher -KINDER	Dela Paz ES
7.	I-C	Mary Joy Navela	Female	Teacher – G3	San Isidro ES
8.	II-C	Celso R. Bagunu	Male	Principal I	Teofila Z. Rovero MES
9.	II-C	Verna Lyn B. San Felipe	Female	Teacher – G1	Teofila Z. Rovero MES
10.	II-E	Mary Grace F. Santiago	Female	Principal I	Peace Village ES
11.	II-F	Racob T. Hinaloc	Male	TIC	Calawis ES
12.	II-F	Reynaldo P. Lozano	Male	OIC	Apia ES

For your information and immediate dissemination.

UM 441, 2018

@ELLN. 10112018



Department of Education
REGION IV-A CALABARZON

Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : SCHOOLS DIVISION SUPERINTENDENTS

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : REGIONWIDE TRAINING ON THE ENHANCEMENT OF DAP-ELLN AND INCLUSIVE CHILD-CENTERED TECHNIQUES FOR K TO GRADE 3 TEACHERS

DATE : August 29, 2018

1. This Office through the Curriculum and Learning Management Division (CLMD) will conduct the Regionwide Training on the Enhancement of DAP-ELLN and Inclusive Child-Centered Techniques for K to Grade 3 Teachers on the specified dates and venue listed below.
2. The following are the number of participants per division, venues/dates and the focal persons for each cluster:

Cluster	1
Date	October 16-20, 2018
Venue	TBA
Participants	Each SDO may send three (3) participants preferably ELLN Coordinator and/or EPS in-charge of English, Filipino/MTB, Mathematics.

Cluster	2		
Date	October 22-26, 2018		
Venue	TBA		
Focal Person/s	Rowela Caperina/Mildred Galleno		
Participants	Division	EPSs/PSDs/ SHs	K to 3 Teachers
	Quezon	17	23
	Lucena City	8	10
	Tayabas City	8	10
	Batangas	17	23
	Batangas City	8	10
	Lipa City	8	10
	Tanauan City	8	10
	TWG/Facilitators		12



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AJA17-0078

Cluster	3		
Date	October 22-26, 2018		
Venue	TBA		
Focal Person/s	Wilmer Gahite/Rhea Bilbes		
Participants	Division	EPSs/PSDSs/ SHs	K to 3 Teachers
	Laguna Province	8	15
	Calamba City	5	7
	Sta. Rosa City	5	7
	San Pablo City	5	7
	Binan City	5	7
	Cabuyao City	5	7
	Cavite Province	8	12
	Cavite City	3	7
	Dasmariñas City	5	7
	Imus City	5	7
	Bacoor City	3	7
	General Trias	3	5
	Rizal Province	8	15
	Antipolo City	5	7
	TWG/Facilitators		15

3. The division Education Program Supervisor in-charge of ELLN must submit the list of participants two (2) weeks before the said date and must be signed by the SDS. The cluster heads/ focal persons shall conduct a meeting with the facilitators to discuss the pre-training details. Class training matrix and list of participants per class must be submitted a week prior to the training date.
4. The Quality Assurance Division (QAD) and Human Resource Development Division (HRDD) may assign supervisor/personnel who will handle the on-site monitoring to ensure quality and efficiency of the conduct of the training.
5. The facilitators and the regional staff are expected to be at the venue on Day 1 at 10:00 am and the participants should arrive before the opening program in the afternoon. First meal to be served is AM Snacks and the last day meal is PM Snacks.
6. Travel expenses of the facilitators and participants shall be charged against the local funds subject to the usual accounting/auditing rules and regulations.
7. Immediate dissemination of this Memorandum is directed.