



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MISAMIS ORIENTAL



Don Apolinar Velez-Del Pilar Sts., Cagayan de Oro City 9000 (088) 856-4524 (0917)899-2245 www.depedmisor.net

October 12, 2017

DIVISION MEMORANDUM

No. 577, s. 2017

**SCHEDULE OF DIVISION OFFICE TRAININGS/SEMINARS FOR
THE LAST QUARTER OF THE YEAR: FY 2017**

TO :
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
Education Program Specialists II
Section Heads
Elementary and Secondary School Heads
All Others Concerned
This Division

1. In pursuit of continuous professional development, this Office hereby announces the schedule of the Division Office trainings/seminars for the last quarter of Fiscal Year 2017.
2. Attached to this Division Memorandum is the list of trainings to be conducted from October to December. (Enclosure No. 1)
3. A separate Memorandum shall be issued for each of the activities listed in the Enclosure.
4. For your information and guidance.

CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent *Cherry Limbaco*

CLL/rom/ikm
Encl : As Stated
References: :
To be indicated in the Perpetual Index
under the following subjects:
TRAININGS
PROFESSIONAL DEVELOPMENT



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LIST OF DIVISION OFFICE TRAININGS/SEMINARS FOR
THE LAST QUARTER OF THE FISCAL YEAR 2017
(OCTOBER-DECEMBER)

No.	Title of Training/Seminar	Proposed Date(s)	Participants	Venue
1	Crafting of Division Unified Senior High School Class Program	October 20, 2017	Senior HS School Heads	To be set
2	Training-Workshop of Division Learning Resource Evaluators to Compose Quality Circle	October 24-26, 2017 October 28-30, 2017	Select School Heads and Teachers	To be set
3	Continuous Improvement (CI) Training-Workshop cum 3 rd Division Research Congress	October 25, 2017	School Heads/Research Coordinators	To be set
4	Capacity Building for ALS on the Implementation of ALS Programs and Projects	October 26-27, 2017	DALC/IMs	To be set
5	Training-Workshop on Record Keeping and Property Management	October 26-27, 2017	Registrars/Disbursing Officer/AO	To be set
6	Training/Orientation on Open High School Program for School Heads	October 30, 2017	Secondary-Schools	To be set
7	Training-Orientation on Preventing Sexual Harassment and Workplace Violence in School	November 3-4, 2017	Full-Fledged School Heads	To be set
8	Training on Financial Management Operations Manual	November 6-11, 2017	Full-Fledged School Heads	To be set
9	Capacity Building for School Heads on Specialized Instructional Supervision	November 7-8, 2017 -Batch 1 November 9-10, 2017- Batch 2	Full-Fledged School Heads	To be set
10	Training on Conducting a Learning Action Cell/Session for ES/PSDS	November 15, 2017	ES/PSDS	To be set
11	Training on School Monitoring, Evaluation and Adjustment (SMEA)	November 13-17, 2017	Full-Fledged School Heads	To be set
12	Capacity Building for School Heads through the School Heads Induction Program (SHIP)	November 16-17, 2017	New School Heads	To be set
13	Training on Enhanced Home Visitation Program, Operationalized House to House Enrolment and Mapping in Secondary Schools	November 20, 2017	Secondary School Heads	To be set
14	ALS Literacy Day	November 21, 2017	DALC/IMs	To be set



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15	Training on Strengthening Guidance Program	November 20-21, 2017	Guidance Counselors & Designates	To be set
16	Computer Literacy Training Course for School Heads	November 23-24, 2017	Full-Fledged School Heads	To be set
17	Communication Workshop and Front Desk Skills for D.O Personnel	November 23-25, 2017	Select D.O Personnel	To be set
18	SOAR: Leadership Training for School Heads	November 27-19, 2017	Full-fledged School Heads	To be set
19	Training Workshop on Handling Media Interview	December 1, 2017	Select School Heads	To be set
20	Two Day Re-Orientation and Workshop on SBM Implementation and Validation of Level Practices cum QAME for SH/SBM Coordinators	December 11-12, 2017	School Heads/SBM Coordinators	To be set
21	Training on Maximizing Employees' Performance Management and Workplace Ethics	December 13-14, 2017	Full-fledged School Heads	To be set
22	Training on APP/SOB/WFP/PPMP and BAC for all School Heads FY 2018	December 28, 2017	Full-fledged School Heads	To be set

Prepared by:

Adriante
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EPS II-HRD

Approved:

[Signature]
CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent