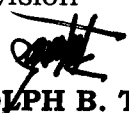




MEMORANDUM

No. 040 , series 2017

TO : SHS Principals/ School Heads
SHS Guidance Counselors/Designates
Select Grades 11 and 12 Teachers
This Division

FROM : 
RANDOLPH B. TORTOLA
Schools Division Superintendent

SUBJECT : DIVISION ROLL-OUT ON THE IMPLEMENTATION
OF CAREER GUIDANCE PROGRAM TO GRADES 11 AND 12

DATE : January 15, 2018

1. Consistent with Section 9 of the K to 12 Law, you are hereby directed to attend to the Division Roll-Out on the implementation of Career Guidance Program to Grades 11 and 12 Senior High School Students on January 31 – February 2, 2018 at Conchita Hotel, Cagayan de Oro City.
2. This Office further directs all Senior High Schools to send three (3) participants per school (principal, guidance designate or grades 11 and 12 teachers). Participants should be physically fit and have excellent communication and facilitation skills to participate in the said training and conduct it to the school and learners. For registration purposes, all SHS school heads are requested to submit names of participants on or before January ~~25~~²⁵, 2018 through 09177069417 (Ms. Cathy Orasan)
3. Participants of the training are expected to check in at the hotel at 12:00 PM of January 31 for the registration. Opening ceremony shall be at exactly 2:00 o clock on the same date. The first meal to be served is dinner and the last meal is on February 2, 2018 (lunch).
4. For inquiries, you may contact Dr. Rhodora L. Gallares or Vevian T. Tuason of SGOD.
5. Travel and other incidental expenses relative to the conduct of the said activity shall be charged to local funds, subject to the usual accounting procedures, rules and regulations.
6. Immediate and wide dissemination of this Memorandum is required.

RBT/SGOD-rom/vtt

