



DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City

September 29, 2014

DIVISION MEMORANDUM

No. 480 s. 2014

LIVE-OUT SEMINAR-WORKSHOP ON GENDER AND DEVELOPMENT (GAD) FOCUSED ON PERSONALITY ENHANCEMENT, ANGER MANAGEMENT AND COACHING FOR COMPOSTELA ELEMENTARY AND SECONDARY SCHOOLS

To: **Assistant Superintendents**
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office announces the conduct of a **Live-Out Seminar-Workshop on Gender and Development (GAD) Focused on Personality Enhancement, Anger Management and Coaching** on October 3-4, 2014 at the following venues:

Venues	Participants
Compostela NHS	Compostela Grades 6 to 9 and Fourth Year Teachers
Compostela CS	Compostela Kindergarten and Grades 1 to 5 Teachers

2. Considering the importance of this activity, this Office directs all the personnel involved to take into account the needed preparation to ensure 100% attendance. The opening program will start exactly 1:00 o'clock in the afternoon of day 1 (October 3).

3. A registration fee of **One Thousand Five Hundred Twenty Pesos (Php 1,520.00)** per participant for training kits, honoraria of speakers and meals and snacks, shall be chargeable against **Division GAD Funds**, while traveling, per diem and other incidental expenses, shall be chargeable against **local school/SEF/MOOE/PTA Funds**, subject to the existing accounting and auditing rules and procedures.

4. This Memorandum serves as participants' Authority to Travel.

5. Immediate dissemination of the contents of this Memorandum is desired.

ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent (032)255-6405
Asst. Schools Division Superintendent (032)414-7457
Accounting Section:
Disbursing Section: (032)255-4401

Website :

E-mail Add: depedcebuprovince@yahoo.com