



Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



April 25, 2017

DIVISION MEMORANDUM

No. 275 , s. 2017

EHRIS ROLLOUT TRAINING-WORKSHOP FOR TRAINERS (TOT)

**To: Assistant Schools Division Superintendents
Education Supervisors/Coordinators
Public Schools District Supervisors/OICs
Principals/Secondary School Heads
Elementary and Secondary School Heads
School, District and Municipal ICT
School ADAS III and ADAS II
District ADAS III
All Others Concerned**

1. In line with the EHRIS ROLLOUT conducted by the personnel from DepEd Central Office and DepEd Region VII, last April 20 – 21, 2017, this Office will conduct EHRIS Training for Trainers on May 2-3, 2017 (Tuesday & Wednesday) from 8:00 AM to 5:00 PM. Venue and plotting of the Rollout Training-Workshop is attached.
2. PSDS, Secondary Lead School Principal, School Heads, Municipal & School ICT and ADAS III/ADAS II of schools are advised to participate and to bring the updated accomplished Personal Data Sheet (PDS – soft & hard copy), laptop, extension wire, pocket wifi.
3. If the Municipal ICT is a trainer and among of the participants last April 21, 2017, replace him/her with the school ICT. Listed below are the participants of the Regional Rollout last April 21, 2017 and are automatically considered trainers to their respective areas, to wit:

1. JEREMY C. DENAMPO – Division Office
2. EMMANUEL MENDOZA – Division Office
3. JENNY BACANG – Division Office
4. JOSE ACLAN – Division Office
5. CHESTER CHUA ROSALEJOS – Northwest Area
6. FRITZ MAHILUM – Northwest Area
7. EDA FLOOR ARRABIS – Northeast Area
8. NEZA MARIE TOLEDO – Northeast Area
9. RODEL ALINDOGAN – Northwest Area

AREA/CLUSTER	VENUE/HOST	DATE		TRAINERS	PARTICIPANTS (Elementary & Secondary (Schools under the Municipality)
SOUTHEAST	Dalaguete NHS Dalaguete, Cebu	Day 1	May 2, 2017	Walter Relacion Rexon Amamag-id Allen Filosofo	MINGLANILLA SAN FERNANDO SIBONGA ARGAO
		Day 2	May 3, 2017	Walter Relacion Rexon Amamag-id Allen Filosofo	DALAGUETE ALCOY BOLJOON OSLOB SANTANDER
SOUTHWEST	Bitoon NVHS Dumanjug, Cebu	Day 1	May 2, 2017	Roy Pintor Ian Dela Cerna	PINAMUNGAJAN ALOGUINSAN BARILI DUMANJUG
		Day 2	May 3, 2017	Roy Pintor Ian Dela Cerna	RONDA ALCANTARA MOALBOAL BADIAN ALEGRIA MALABUYOC GINATILAN SAMBOAN
NORTHEAST	Consolacion NHS Consolacion, Cebu	Day 1	May 2, 2017	Eda Floor Arrabis Neza Marie Toledo	TABOGON BORBON SOGOD CATMON CARMEN COMPOSTELA LILOAN
		Day 2	May 3, 2017	Eda Floor Arrabis Neza Marie Toledo	CORDOVA CONSOLACION SAN FRANCISCO PORO TUDELA PILAR
NORTHWEST	San Remigio NHS San Remigio, Cebu	Day 1	May 2, 2017	Chester Chua Rosalejos Fritz Mahilum Rene Borgonia Rodel Alindogan	BALAMBAN ASTURIAS TUBURAN TABUELAN SAN REMIGIO
		Day 1	May 2, 2017	Chester Chua Rosalejos Fritz Mahilum Rene Borgonia Rodel Alindogan	MEDELLIN DAANBANTAYAN SANTA FE BANTAYAN MADRIDEJOS

Trainers should monitor and ensure the completeness (100 %) output of the participants.

10. ROY PINTOR – Southwest Area
11. WALTER RELACION – Southeast Area
12. REXON AMAMAG-ID – Southeast Area
13. ALLEN FILOSOFO – Southeast Area

Additional Trainers:

1. RENE BORGONIA – Northwest Area
2. CARMELITO LAURON SR. – Northeast Area
3. IAN DELA CERNA – Southwest Area

4. Traveling expenses, per diem and other incidental expenses of the trainers of the said Rollout Training-Workshop shall be charged to Division MOOE funds/ EHRIS funds, while participants traveling expenses and per diem are chargeable against school MOOE/PTA/SEF Funds, subject to the availability and the usual accounting/auditing rules and regulations.

5. Trainers and participants will be given Compensatory Time-Off (CTO) for the services rendered, however, if any of those personnel are not entitled to avail for CTO, including the participants, they will be given leave or service credits (as the case maybe) in accordance to the existing Civil Service Commission or DepEd Orders/Issuances.

6. This Memorandum serves as **Authority to Travel** of trainers and participants.

7. Wide dissemination and strict compliance of this Memorandum is hereby directed.

For the Schools Division Superintendent:

RHEA MAR A. ANGTUD, Ed.D., CESO VI

Rhea Mar A. Angtud
Schools Division Superintendent

ESTER A. FUTALAN, Ed.D.
ASDS/ Office-In-Charge

Esther A. Futralan