



Republic of the Philippines  
Department of Education  
Region X  
**DIVISION OF EL SALVADOR CITY**  
Zone 3, Poblacion, El Salvador City  
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**DIVISION MEMORANDUM**

No. 246 s, 2016

**To: PUBLIC ELEMENTARY SCHOOLS  
PUBLIC SECONDARY SCHOOLS  
DIVISION CHIEFS  
EDUCATION PROGRAM SUPERVISORS  
SENIOR EDUCATION PROGRAM SPECIALIST  
CONCERNED PERSONNEL**

**From: *by Romar H. Farnazo*  
ALLAN G. FARNAZO, PhD, CESO IV  
Regional Director IV, Concurrent SDS**

**Subject: In-Service Training for Teachers 2016**

**Date: October 14, 2016**

1. The field is hereby directed to attend the *In-Service Training for Teachers* on **October 24 – 25, 2016** at **Cogon National High School**.
2. The purposes the activity are the ff.
  - To promote the continuous improvement of teachers of this division;
  - To keep the professional abreast of new knowledge.
  - To release creative activities;
  - To give the much needed support to the teachers who are entering a responsibility or a new field of work especially the new teachers.
3. Participants for this activity are the Elementary and School Heads and Teachers.
4. Lunch for the participants and other materials used for this activity shall be charged against School Board funds subject to the usual accounting and auditing rules and regulations.
5. A tentative schedule of activities is enclosed with this memo for your easy reference.
6. For information, guidance and compliance.



Copies Furnished:  
Person Concerned  
Records Section-Memorandum/

/fml





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Tentative Schedule for In-Service Training for Teachers 2016  
 Venue: Cogon National High School

<b>OCTOBER 24, 2016</b>		
Time	Activity	Sponsor/ Speaker
8:00 AM	Opening Program	Molugan NHS
8:30 AM	Daily Lesson Plan (DLP)	Grace P. Paculba
10:30 AM	RA 6713 Rules Implementing the Code of Conduct and Ethical Standards for Public Officials and Employees	Anna Mae M. Atillo
12:00 NN	Lunch Break	
1:00PM – 5:00PM	Break Out Sessions	
	Math	Rowena Para-on, PhD Nilo L. Lomongo
	English	Margie R. Valmoria, PhD Lorna H. Estrosas, PhD
	Science	Balve G. Granido, PhD Aster M. Gallega, PhD
	Araling Panlipunan	Rolly B. Labis Grace P. Paculba
	TLE	Roque R. Sabasaje
	MAPEH	Manuel A. Janubas
	Values/ Filipino	Helen E. Maasin, PhD
<b>OCTOBER 25, 2016</b>		
8:00 AM	IPCRF	Anna Mae M. Atillo
10:00 AM	DO 66, s.2007 Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions	Grace P. Paculba
12:00 NN	Lunch Break	
1:00PM – 5:00PM	Break Out Sessions	
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