



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY



Zone 3, Poblacion, El Salvador City
Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM

No. 003 s. 2019

TO: Elementary School Heads
Secondary School Heads
IpEd TWG
SocMob

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**
OIC, Schools Division Superintendent

Subject: **Retooling and Capacity Building on IpEd Education (IpEd) for School Heads and IpEd Coordinators**

Date: **January 3, 2019**

1. In line with the Division's strategic direction to enhance the capacity of the all School heads and IpEd Coordinators to expand the coverage of the inclusion programs and to provide timely and relevant technical assistance, the Division of El Salvador City, through the Curriculum Implementation Division-IpED, will conduct a Retooling and Capacity Building on IpEd Education (IpEd) for School Heads and IpEd Coordinators on January 4-6, 2019 at Country Village Hotel, Carmen Cagayan de Oro City.
2. The capacity and retooling aims to:
 - a. to capacitate school heads and Iped coordinators for effective IpEd implementation.
 - b. Increase knowledge, skills and attitudes of school heads on IpEd Framework and Policy for effective implementation.
3. Traveling expenses will be charged to local funds while meals and accommodation will be charged to IPED support operation funds, subject to the usual accounting and auditing rules and regulations.
4. Accommodation of participants will start on December 7, Friday. First meal will be lunch of the same day; last meal is lunch on December 9, Sunday.
5. Immediate and wide dissemination of this Memorandum is desired.