October 13, 201

TRAVEL ORDER , s. 2016

TO: (Thru the PSDS)

Ms. Agnes Almagro, Siaton East District

Mr. Ricardo Quinicot, Siaton East

Mr. Jerry Diamante, Siaton West 1

Ms. Emelie Colasisang, Sta. Cat. No. 1

Ms. Eliode Macahilos, Sta. Cat. North 1

Ms. Jurilyn Bausin, Sta. Catalina North 1

Ms. Olympia Go, Sta. Catalina North 1

Ms. Perlita Saga, Sta. Cat. North 1

Ms. Angeline Cadiz, Sta. Cat. North 1

Ms. Gemma Urciada, Sta. Cat. North 1

Ms. Dioscora Aviso, Sta. Cat. North 1

Ms. Joveniana Timtim, Sta. Cat. North 2

Mr. Melchor A. Dueñas

Ms. Merriam Obrero, Sta. Cat. North 2

Ms. Mercedes Balasabas, Sta. Cat. North 2

Ms. Evangeline Rocero, Sta. Cat. North 2

Ms. Gemmalyn Abad, Sta. Cat. North 2

Ms. Norelane Timtim, Sta. Cat. North 2

Ms. Annabelle Meniano, Sta. Cat. No. 2.

Ms. Rodita T. Plaza, Sta. Catalina South

Ms. Jennifer Tano, Sta. Catalina South

Ms. Antonieta Lajot, Sta. Catalina South

Ms. Joel Reves, Sta. Catalina South

Ms. Evangeline Sinto, Sta. Catalina South

Ms. Judith Amigo, Sta. Catalina South

Ms. Maricel S. Rasid

3-Day Workshop to Quality Assure the Prepared Lesson Plans Submitted by the Districts of Sta. Catalina North 1 and North 2 and Kindergarten Workbook of K-WIN.

- 1. Please be informed of your attendance to the 3-Day Workshop to Quality Assure the Prepared Lesson Plans submitted by the Districts of Sta. Catalina North 1 and North 2 and Kindergarten Workbook of K-WIN on October 20 – 22, 2016 in the Division Conference Room, 3rd Floor.
- 2. Participants are encouraged to bring Laptop, Curriculum Guides & Teachers' Guide from Kindergarten to Grade 10 for our reference material.
- 3. Participants are entitled to a two-day Service Credits/Compensatory Time-Dff (CTO) on the services rendered on October 21 and 22, 2016. (Provincial Holiday and Saturday).
- 4. Travel and other incidental expenses are chargeable against the school MOOE/local funds while 2 snacks and 2 meals are chargeable against HRTD Funds subject to the usual accounting and auditing rules and regulations.
- 5. Immediate and widest dissemination and compliance with this Memorandum is enjoined.

Γ. CABRERA, CESE

Asst. Schools Division Superintendent

Office-in-Charge

LTC/DYA/ENC/rra16 LRMDS Q&A