



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
 Rehiyon XI
 Lungsod ng Davao
 Tanggapang Panrehiyon



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REGIONAL MEMORANDUM
 No. 079, s. 2018-

To : Schools Division Superintendents, Region XI
 Chiefs of the Concerned Functional Divisions
 Region XI

From : **ATTY. ALBERTO T. ESCOBARTE, CESO III**
 Regional Director

[Signature]
TERESITA G. TAMBAGAN
 SAC, ASSISTANT REGIONAL DIRECTOR

Subject : Two-Day Learning and Development Orientation-Workshop

Date : April 12, 2018

1. The Human Resource Development Division (HRDD) will conduct a Two-Day Learning and Development Orientation-Workshop on May 3 – 4, 2018 at Pearl Room, RELC-NEAP XI, E. Quirino Ave., Davao City.
2. The objectives of the abovementioned workshop are:
 - a. Orient the Regional Office (RO) Program Owners and Schools Division Offices (SDOs) on the significance of Learning and Development as mechanism for the development of both teaching and non-teaching personnel;
 - b. Capacitate RO Program Owners and SDOs in crafting L and D Plan which serves as pool of interventions to be given to teaching and non-teaching personnel, and
 - c. Draft L and D for the next three years as basis for budget allocation of the interventions for male and female employees in the SDOs
3. The participants to the abovementioned workshop are specified in the table below:

CLMD-
 QAD-

Office	CID Chief	Education Program Supervisor	Training Management Team	Total
Schools Division Office	1 per SDO	1 per SDO	0	22
Regional Office				
CLMD		2		2
QAD		1		1
HRDD		2		2
HRDD			3	3
Total	11	16	3	30

4. Participants to this activity are expected to arrive early in the said venue. First meal to be served is breakfast on day 1, May 3, 2018 and last meal will be dinner on May 4, 2018. Further, they are advised to bring their laptop.
5. Board and lodging of participants shall be charged against ROP Funds while travelling expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations
6. Wide and immediate dissemination of this Memorandum is earnestly desired.

DEPARTMENT OF EDUCATION ROXI
 RECORDS SECTION
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