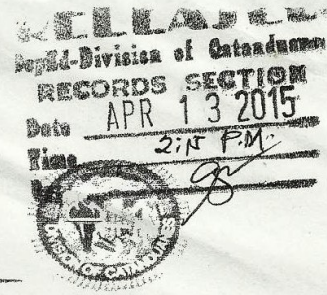




Republic of the Philippines
Department of Education
Region V - Bicol
DIVISION OF CATANDUANES
Vigan, Catanduanes




April 13, 2015

**Memorandum To: Chief Education Supervisors
Education Program Supervisors
Public School District Supervisors
Elementary/Secondary School Heads**

1. This is to inform that office that the following guidance personnel and school heads are advised to attend the Seminar – Workshop on Efficient Data Management for Effective Implementation of School Improvement Plan (SIP) on April 19-21, 2015 at NYK-TGD Maritime Academy, Knowledge Avenue, Carmeltown, Canlubang, and Laguna per Regional Memorandum # 38, 2015:

- a. Rosa T. Tusi, EPS I (Guidance , Values Education, Testing and Evaluation)
- b. Rosario B. Socito, Principal II - Viga RDHS
- c. Fe B. Mendoza, Principal II – Calatagan Elementary School
- d. Jesslyn T. Taway, Head Teacher VI/Guidance Coordinator- Designate- CNHS
- e. Juvy A. Gianan, Guidance Counselor III – SAVS
- f. Clemente T. Olarte, Guidance Counselor-Designate –Viga RDHS
- g. Jacqueline T. Tayo, Guidance Counselor –Designate - Cabugao IS
- h. Salvador Flores, Guidance Counselor –Designate – Bato RDHS
- i. Analiza Ordiz, Guidance Counselor – Designate, Baras RDHS
- j. Lolita Brequillo, Guidance Counselor – Designate – Buyo IS

1. Participants are advised to bring a copy of their School Improvement Plan
2. No registration fee shall be collected for this activity. The workshop materials, participants' meals and snacks, accommodation and transportation during the exposure trip, resource speakers' honoraria and certificate of participation shall be borne by the NYK-TGD Maritime Academy. The participants' traveling and other incidental expenses from their respective official station to the venue and vice versa shall be charged to local funds subject to the usual accounting and auditing rules and regulations. The certificates of appreciation and tokens for the sponsors, resource speakers and facilitators shall be charged to Regional Funds.
3. For immediate dissemination and guidance of all concerned.


NYMPHA D. GUEMO
Assistant Schools Division Superintendent
Officer In-Charge