



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Rd., Baguio



Office of the Superintendent

Division Memorandum Number 247 s., 2016

DIVISION TRAINING ON STRENGTHENING EFFECTIVE COMMUNICATION SKILLS FOR EDUCATORS

TO : Division Chiefs
Public Schools District Supervisors
School Heads
All Others Concerned

1. Pursuant to DO 25 s. 2014, on implementing capacity building activities that are meant to enhance the knowledge and skills of the teaching and non-teaching personnel of the Department to ensure a more effective and efficient delivery of basic education services, a division training on **STRENGTHENING EFFECTIVE COMMUNICATION SKILLS**, will be conducted on **September 8-10, 2016** at Prince Plaza Hotel, Baguio City.

2. This training aims to capacitate School Heads/Head Teachers, English District Coordinators and other Key educators in the division in improving human interpersonal relations, increasing effective communication skills and to be better equipped leaders.

3. The participants to this activity are the following:

Consultants/Program Managers	3
Education Program Supervisors	10
Public Schools District Supervisors	10
Division Section and Unit Heads	12
Selected School Heads/Head teachers (see attached list for the names)	39
English Head Teachers (2-BCHS, 1-Pines, 1-Irisan NHS)	4
District English Coordinators (1 in each district)	10
Training Staff/Documenter/QAME	6
Non-DepEd Speakers	6
TOTAL PARTICIPANTS	100

4. Accommodations, meals, snacks and other incidental expenses shall be charged against Division MOOE subject to the usual accounting and auditing rules. Meals will start at Breakfast on Day 1 (September 8) and ends with PM snacks on Day 3 (September 10).

5. A compensatory over time credit for September 10 shall be granted to non-teaching participants while one day service credit is given to the teaching participants.

6. Immediate and widest dissemination of this memorandum to all concerned is desired.

SCHOOL HEADS/HEAD TEACHER PARTICIPANTS

NAME	POSITION	SCHOOL/OFFICE
1. Ellen F. Grande	PI	Quezon Hill Elem. School
2. Rufina A. Suanding,	HTIII	San Carlos Heights E.S.
3. Ester Hydie L. Pucdihon	PI	San Luis Elem. School
4. Remedios Quiño	PIII	Pacday Quiño E.S.
5. Annie Rose B. Cayasen	PI	Irisan Elementary School
6. Florida F. Cael	PI	Fairview Elem. School
7. Betty A. Adiwang	PII	E. Aguinaldo Elem. School
8. Nixon C. Elaje	HT	Baguio Central School
9. Annie Laurie W. Bisquerra	PI	Dontogan Elem. School
10. Valeriano B. Accad	HT III	Sto. Tomas Elem. School
11. Nancy B. Dumalili	PI	Dominican-Mirador E.S.
12. Leonila C. Catungal	PI	Crystal Cave Elem. School
13. Wilma S. Biteng	PII	Manuel A. Roxas E.S.
14. Jeannette T. Lacana	PI	Baguio Country Club E.S.
15. Marilyn K. Tami-ing	PI	Gibraltar Elem. School
16. Gemma M. Lomboy	PI	Happy Hallow Elem. School
17. Maribeth A. Cuaresma	PI	Lindawan Elem. School
18. Brigitte Y. Galong	PI	Springhills Elem. School
19. Cynthia P. Vitagan	PI	Loakan Elementary School
20. Teodora Botis	PII	Camp 7 Elementary School
21. Augusto Gayo	PI	Dña Aurora H. Bueno E.S.
22. Danilo P. Gayao	PII	Manuel L. Quezon Elem. School
23. Juliet R. Mamaril	PII	San Vicente Elem. School
24. Hermoso P. Bunnol	PI	Alfonso Tabora Elem. School
25. Margie C. Estoesta	PII	A. Bonifacio Elem. School
26. Helen C. Acop	PI	Pinget Elem. School
27. Corazon C. Amlag	TIC	Quirino Hill Elem. School
28. Agnes Lomas-e	HT	Lucban Elementary School
29. Castro P. Canuto	PII	A. Mabini Elem. School
30. Elizabeth T. Espinosa	HTIII	Brookspoint Elem. School
31. Marie D.Sillatoc	PII	Dña Aurora Elem. School
32. Jane Marie M. Ngolab	TIC	Bakakeng National High School
33. Marcial Lami-ing	TIC	Dominican Mirador NHS
34. Erwin Robert D. Allaga	TIC	Dona Aurora NHS
36. Jesusa R. Yadao	TIC	Pinsao National High School
38. Lucia T. Casim	HTIC	San Vicente NHS
37. Grace Domnigo	HT	BCHS
38. Jason Pascaden	HT	BCHS
39. MaryJane P. Malihod	HT	BCHS