

	GENERAL QUALITY FORM		Document Code: Revision: 00 Effectivity date: 8-20-18
	DIVISION MEMORANDUM		Name of Office: SGOD-HRD Section


 AUG 16 2019
 RELEASED

Office Memorandum Number: 008, s. 2019

NOTICE OF MEETING

To: Division Chiefs
Section Heads
PSDSs and EPSs
PRAISE Regular Members
All Others Concerned

1. In line with the upcoming celebration of the World Teachers' Month, and IPED Month in October 2019, this is to inform all concerned that there will be a meeting on **August 23, 2019, 8:00 A.M** at **DO Mini Conference Room**.

2. The agenda are as follows:

1. Planning for the conduct 2019 Pammadayaw/ World Teachers' Month Celebration and IPED Month Celebration.
2. Creation of TWG for the event and Presentation of Terms of Reference (TOR)
3. Updates on the conduct of District PRAISE
4. Assessment schedule and creation of team for the assessment of documents for Division Level PRAISE (public and private)
5. Other matters.

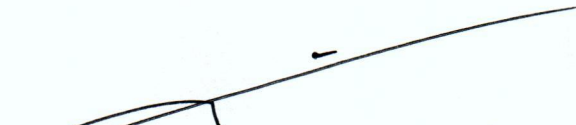
3. Participants in the meeting are:

1. Division Chiefs
2. PRAISE Regular Members (DO based only)
3. PSDSs & EPSs
4. Section Heads

4. Matrix of Activities:

Time	Activities/Agenda	Focal
8:00-9:30	Preliminaries PRAISE Updates	J. Balantin S. Faculo District PRAISE Chairpersons
9:30-10:30	Planning for 2019 Pammadayaw 1. Reiteration of RM 243, s. 2019 and DM 323, s. 2019. 2. Document Assessment/Validation 3. Awarding Program	PRAISE Division Level
10:00-12:00	Planning for IPED Month Celebration	J. Lampac J. Sannad

4. Immediate dissemination and compliance to this memorandum is desired.


FEDERICO P. MARTIN, EdD., CE.d, CESO V
 Schools Division Superintendent