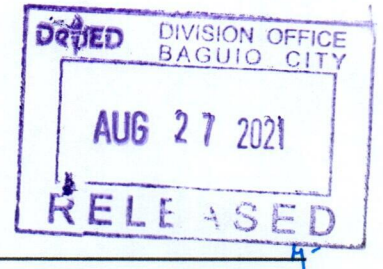




Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



August 27, 2021

Division Memorandum

No. 231, s. 2021

CONDUCT OF DIVISION LAC SESSION –SERIES 4

To: Division Chiefs
 All Public Schools District Supervisors
 AO-V
 All Division Office Employees
 All Others Concerned

1. Relative to the continuous conduct of Professional Development (PD) for the SDO personnel, this Office through the School Governance and Operations Division- Human Resource Development (HRD) Section shall spearhead the conduct of Learning Action Cell (LAC) Series 4 on **September 7, 2021, 8:00 AM-12:00 Noon** via Zoom Meetings and limited onsite participants.
2. The objectives of the activity are as follow
 - a. cultivate a public servant mindset;
 - b. help the organization to achieve its goals by adding value to the employees and enables them to perform their work in healthy and favorable environment.
3. To comply with Local IATF, onsite participants are directed to comply with basic health protocols.
4. Participants are as follows:

Offline	Number of pax	Online via zoom
SDO Top Management	2	All the rest of DO personnel
Facilitators/Training Staff/ICT	3	
10 representatives per functional division to be identified by Division chiefs (CID & SGOD and AO for the OSDS)	30	School Heads
Total	35	

5. Expenses incurred in the conduct of Division LAC Session-Series 4 is charge against HRTD funds subject to the usual accounting and auditing rules and regulations.
6. Please see attached Enclosure 1 for the activity matrix.
7. Immediate dissemination and compliance with this Memorandum is enjoined.

FEDERICO P. MARTIN, EdD, CEEd., CESO V
 Schools Division Superintendent



"DepEd SDO Baguio City: We Serve, We Care."

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ISO 9001:2015 Certified
 Quality Management System
 CRN RU-19.2560.026
 Issued on 12/27/2019

ACTIVITY MATRIX
DIVISION LAC SESSION-SERIES 4
September 7, 2021
DO Training Center

TIME	ACTIVITY/SESSION	FOCAL PERSON/RESOURCE SPEAKER
8:00-8:20	Preliminaries: Prayer Nationalistic Song	HRDS C/O – ASUNCION SAGUID
	Welcome Remarks	JULIET C. SANNAD, EdD Chief- CID
	Acknowledgement of Participants	c/o MC
	Message	FEDERICO P. MARTIN, EdD Schools Division Superintendent
8:20-8:25	Introduction of the Resource Speaker	JIMMY SANTOS PDO-II DRRM
8:25-10:00	Session 1 Sensing with Juan and Juana: a Journey of a Public Servant	REYNALYN T. PADSOYAN, PhD SEPS- P & R
10:00-10:15	Tea Break	
10:15-10:20	Introduction of the Resource Speaker	SAMUEL F. BAB-ANGA PDO-I Youth Formation
	Session 2 Employee Welfare and Well-being: Its impact on Work Motivation and Productivity	ROLANDO “DEM” MAMAAT JR, PhD Freelance Motivational Speaker
12:00-12:10	Synthesis	NINO M. TIBANGAY, EdD EPS-SGOD
12:10-12:20	Announcements Closing Remarks	ARTHUR TIONGAN Chief- SGOD

Facilitator: JOVELYN



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