



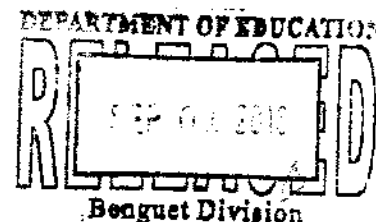
Republic of the Philippines  
Cordillera Administrative Region  
Department of Education  
**SCHOOLS DIVISION OF BENGUET**  
Wangal, La Trinidad, Benguet  
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August 31, 2016

**DIVISION MEMORANDUM**  
No. 150 s. 2016

**To: Elementary School Heads  
Secondary School heads  
SDO Employees**



**Subject: Division Training on Continuous Improvement**

1. To engage in improving the effectiveness of instruction to increase student achievement and for the SDO to be productive in their respective duties, there will be a Division Training on Continuous Improvement to be held at the Adivay Hall, Wangal, La Trinidad, Benguet on September 14-16, 2016.
2. Participants are the School Heads from Elementary and Secondary, and Section Heads and one Staff from the SDO.

**(please see attached List of participants)**

School Heads - Elementary	28
School Heads- Secondary	20
SDO	27
Secretariat & Resource Speaker	5
Total	80

3. Training materials, snacks and lunch for three days will be charged against Division MOOE while travel and other incidental expenses of the participants are chargeable to local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate and wide dissemination of this memorandum is desired.

  
**FEDERICO P. MARTIN, Ed.D. CESO VI**  
Schools Division Superintendent