

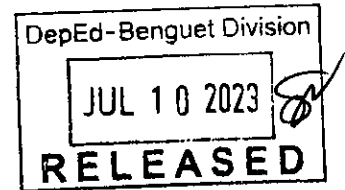


Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

July 5, 2023

DIVISION MEMORANDUM

No. 224, 52023



**TO: School Governance and Operations Division
Curriculum Implementation Division
Public Elementary and Secondary School Heads
All others concerned**

**CONDUCT OF ENRICHING CURRICULAR KNOWLEDGE AND SKILLS OF
TEACHERS AND SCHOOL LEADERS ACROSS ALL LEARNING AREAS
(PHASE 1)**

1. As part of the continuing learning and development initiatives of SDO Benguet for all its basic education service providers, a series of needs-based capability building activities for teachers will be conducted in July and August 2023. Part of this is the conduct of **Enriching Curricular Knowledge and Skills of Teachers and School Leaders Across All Learning Areas (Phase 1) under Project LIGAA on July 17-22, 2023 at Brentwood Apartelle, Brentwood Village, Baguio City.**
2. The activity aims to introduce strategies that may support teachers to teach better by viewing them on another angle and providing their needs to aid in their mental, emotional, social, and even spiritual readiness; among others.
3. All participants are required to bring their laptops during the activity. The room assignments and dates of attendance are attached as enclosure 2. Daily sessions will start at exactly 8:00 a.m. and will end at 5:00 p.m.
4. Travel documents of all participants must be processed and approved before attending this activity. In cases of approved official engagements prior to this memo, participants must inform the Human Resource Development Section on or before July 10, 2023 to give ample time for the office to do necessary adjustments.
5. All participants are also required to submit outputs during the activity; and to submit individual Re-Entry Action Plan at least two weeks after the conduct of the activity. This will be the basis for the giving of Certificate of Participation.



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6. Lunch and snacks to be served will be charged against HRTD 2023 fund, while transportation expenses will be charged against local funds subject to the usual accounting and auditing rules and regulations.
7. For the trainings sessions that fall on a Saturday, Compensatory Overtime Credits/ Service Credits shall be afforded to participants, facilitators, and members of secretariat.
8. Immediate and widest dissemination of this memorandum is directed.


SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent

SGOD/LBA/HRDS
Encl: As Stated



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