



Republic of the Philippines
Department of Education
Schools Division of Benguet

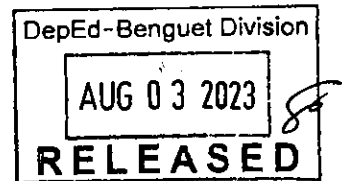
1 August 2023

DIVISION MEMORANDUM

No. 265, 52023

CONDUCT OF ADDRESSING CURRICULAR SUPPORT INITIATIVES AND ENRICHING CURRICULAR KNOWLEDGE AND SKILLS OF TEACHERS AND SCHOOL LEADERS UNDER PROJECT LIGAA SHI BENGUET- PHASES 3

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



1. The Learning and Development program on **Conduct of Addressing Curricular Support Initiatives of Teachers and School Leaders Under Project LIGAA Shi Benguet, Phases 3** will be conducted on **August 7- 12, 2023** at **Brentwood Apartelle, Brentwood, Baguio City**.
2. Travel documents of all participants (Enclosure 2) must be processed and approved before attending the activity. **Participants who are nursing mothers, with health concerns, and with approved official engagements prior to this memorandum may be excused but must inform the Human Resource Development Section immediately to give ample time for the office to do necessary adjustments.**
3. The participants are also required to submit individual Re-Entry Action Plan at least two weeks after the conduct of the activity.
4. Lunch and snacks to be served will be charged against HRTD 2023 fund, while transportation and other expenses will be charged against local funds subject to the usual accounting and auditing rules and regulations. **The activity will be a live-out event.**
5. For the trainings sessions that fall on Saturdays and Sundays, Compensatory Overtime Credits/ Service Credits will be given to participants, facilitators, and members of secretariat. For the sessions that fall on weekdays, guidelines under DepEd Order No. 53, s. 2003 on the Updated Guidelines on Grant of Vacation Service Credit to Teachers shall be observed. For the prescribed documentary requirements, the participants are directed to Division Memorandum No. 179, s. 2022.
6. For commuting directions, participants may opt to travel to the venue via the taxis plying in the locality or may take the Brookside jeepney at Dagohoy Street near Baguio Centermall and Goodtaste Restaurant.
7. Immediate and wide dissemination of this memorandum is desired.


SALLY L. BANAKEN- ULLALIM CESO V
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