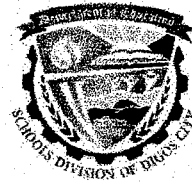




Republic of the Philippines
DEPARTMENT of EDUCATION
REGION XI
Schools Division of Digos City
City of Digos



August 3, 2016

DIVISION MEMORANDUM
NO. 406, s.2016

ATTENDANCE TO THE TWO-DAY PRE-RETIREMENT SEMINAR
FOR TEACHING & NON-TEACHING PERSONNEL OF DIGOS CITY
DIVISION

To: Emmanuel P. Hugo- Chief, SGOD
Beverly S. Daugdaug- Chief, CID
Francis Jude Alcomendras- AO V
Gerwin Ryan L. Rabaya- Legal Officer
Sollie B. Oliver- EPS
Reyzen O. Monserate- ADA VI
Ronald B. Dedace- EPS II- HRD
Maria C. Jadloc- EPS II- M&E
Albert S. Espino- SEPS- M&E

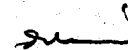
1. Retirement preparedness is a long-term process. There are many issues involved like health, social security, insurances, financial planning and dealing with the emotions relating to retirement. This Office will conduct a **Two-Day Pre-Retirement Seminar for Teaching & Non-Teaching Personnel of Digos City Division on August 25-26, 2016 at One Avenue Hotel.**
2. In view of this, you are hereby directed to attend this activity for duties as reflected in the training matrix (Kindly see the attachment).
3. Meal expenses and venue accommodation are free while travel expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. For your information and guidance.

DepEd Schools Division of Digos

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Date: AUG 03 2016 Time: 4:00

By: 


DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

VRBD-HRD

TRAINING FLOW OF THE PRE-RETIREMENT PREPAREDNESS PROGRAM
Venue: One Avenue Hotel **Date: August 25-26, 2016**

Day 1	Activities	Speaker/Lecturer
7:45-8:00	Registration	Monitoring & Evaluation
8:00 – 8:30	Opening Ceremony Lupang Hinirang Opening Prayer Digos City Hymn Inspirational Video Welcome Message Presentation of Participants	Ronald B. Dedace EPS II-HRD AVP AVP AVP "Walk the Talk" Beverly S. Daugdaug, Ed.D. CID Chief Albert S. Espino SEPS-Monitoring & Evaluation
8:30 – 8:45	Rationale of the Program	Emmanuel P. Hugo Chief, SGOD
8:45 – 9:45	What is Retirement?	Dee D. Silva , DPA, CESO VI SDS
9:45-11:00	Rules and Regulations Governing Separation Retirement Issues and Concerns/ CSC Retirement Policies	Francis Jude D.Alcomendras AO-V
11:00-12:00	IRR of RA 9994- Expanded Senior Citizens Act 2010	Atty. Gerwin Ryan L. Rabaya Legal Officer
12:00-1:00	LUNCH BREAK	
1:00-2:00	SSS	Representative
2:00-3:00	Entrepreneurial Orientation Investing in Retirement	DTI Representative
3:00-4:00	PAG-IBIG	Representative
4:00-5:00	PHILHEALTH	Representative
5:00-6:00	Dinner	
7:00-8:00	Stress Management	Reyzen Monserate, RN, MAN ADA VI – CID
8:00-10:00	Socialization	HRD
Day 2	Activities	Speaker/Lecturer
7:45- 8:00	Registration Management of Learning -Opening Prayer -Morning Exercise -Inspirational Video	Monitoring & Evaluation HRD "The Seasons of Life"
8:00-9:00	Making a Will	Atty. Gerwin Ryan L. Rabaya Legal Officer
9:00 – 11:00	GSIS Updates	GSIS Representative
11:00 -12:00	Coping with the Transition to Retirement	Sollie B. Oliver EPS
12:00-1:00	LUNCH BREAK	
1:00-2:30	Staying Healthy	City Health Representative
2:30-4:30	Spiritual Health	Rev. Lorenzo Nano, Jr.
4:30-4:45	Training Evaluation	Albert S. Espino Maria C. Jadloc Monitoring & Evaluation
4:45-5:00	Closing Program Message Distribution of Certificates	HRD Dee D. Silva, DPA, CESO VI SDS Emmanuel P. Hugo Chief SGOD Beverly S. Daugdaug, Ed. D. Chief CID