

Office of the City Schools
Division Superintendent

Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City

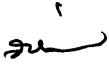



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DIVISION MEMORANDUM

No. 502, series of 2016

TO: **DATU ROGER A. MANAPOL, MAEM**
Secondary School Principal IV

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

SUBJECT: **FOLLOW-THROUGH TRAINING FOR THE SPFL-CHINESE
MANDARIN LOCAL TEACHERS**

DATE: September 7, 2016

1. There shall be a Follow-through Training for the SPFL-Chinese Mandarin Local Teachers which will be scheduled every Friday starting September 9, 2016 to March 10, 2016 from 8:00 o'clock in the morning to 5:00 o'clock in the afternoon at the Digos City National High School, Digos City.
2. The participants for this follow-through and the terms of reference are in the enclosures.
3. Travel and other incidental expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. To ensure optimum learning, teachers' participation shall be subject to the no-disruption-of-classes policy stipulated in DepEd Order No. 9, s. 2005 entitled Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.
5. Immediate compliance to this Memorandum is earnestly required.

DepEd Schools Division of Digo.

RELEASED

Date: **SEP 14 2016** Time: **9:40 AM**



A. Purpose of the Mentoring and Follow-through Sessions

- Aims to further improve the proficiency of the teachers in Mandarin language and prepare for the qualifying assessment.

B. Accommodation of the Chinese Volunteers

- Davao del Sur Division will take charge of the accommodation of the Chinese volunteers during the entire duration of their stay in Region XI.
- During school visits, the concerned host school will provide the accommodation of the Chinese volunteers.
- The main host divisions shall ensure the safety of the Chinese volunteers within the duration of their stay at said SDOs.

C. Schedule of the Mentoring and Follow-Through Sessions

- The mentoring and follow-through sessions shall be done every Friday of the week at Digos City National High School
- The school Principal of the concerned implementing schools should assign teachers who will handle the classes of the concerned SPFL teachers to ensure that no disruption of classes per DepED Order No. 9, s. 2005 entitled: "Instituting Measures to Increase Engage Time-on-Task and Ensuring Compliance Therewith"
- Provisions of 2 snacks and 1 meal (Lunch) every Friday of the participants during the follow-through will be sponsored by the following schools:

1. September	-	Digos City NHS
2. October	-	Hagonoy NHS
3. November	-	Sta. Cruz NHS
4. December	-	Barayong NHS
5. January	-	Mariano Peralta NHS
6. February	-	Molopolo NHS
7. March	-	Matanao NHS

D. Venue of the Mentoring and Follow-through Sessions

- Digos City NHS will provide 2 classrooms for the conduct of the mentoring every Friday. Travel expenses and other incidental expenses relative to the conduct of the activity shall be charged to local/school MOOE funds.

C. Monitoring of the Program

- The Chief of the Curriculum Implementation Division (CID) and the Education Program Supervisor In-charge of the SPFL shall monitor the mentoring and follow-through sessions to track progress of the teachers and the program. Transportation and other incidental expenses of the monitors shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

E. School Visit of the Two (2) Chinese Volunteers

- The school visit of the 2 Chinese volunteer teachers will help the SPFL teachers and students experience and gain new knowledge in terms of culture and tradition of the Chinese people and be able to converse using the Mandarin language.
- The following are the schedules for the school visit of the Chinese volunteer teachers, to wit:

- | | | |
|------------------|----------------|---------------------|
| • September 5 - | September 29 - | Hagonoy NHS |
| • September 30 - | October 24 - | Digos City NHS |
| • October 25 - | November 19 - | Sta. Cruz NHS |
| • November 20 - | December 16 - | Barayong NHS |
| • January 2 - | January 26 - | Mariano Peralta NHS |
| • January 27 - | February 20 - | Molopolo NHS |
| • February 21 - | March 18 - | Matanao NHS |

**THE FOLLOWING ARE THE PARTICIPANTS FOR THE FOLLOW-THROUGH
TRAINING FOR THE SPFL-CHINESE MANDARIN LOCAL TEACHERS**

Level III

Maria Gemma C. Durano - Digos City National High School

Level II

Merceditas J. Taruc - Digos City National High School