DIVISION MEMORANDUM

NO. 331, s. 2019

October 22, 2019

3-DAY DIVISION TRAINING ON PROCESS SKILLS AND ITS ASSESSMENT

To: BEVERLY S. DAUGDAUG, Ed.D
Chief-Curriculum and Implementation Division

Attention: IDA I. JUEZAN, Ed.D
Public Schools District Supervisor

1. Attached is an invitation letter of Division of Island Garden City of Samal dated October 14, 2018, regarding the conduct of 3-Day Division Training on Process Skills and its Assessment.

2. In connection thereto, you hereby directed to attend the said training in Ritz Hotel at Garden Oases on October 23, 2019 as Resource Speaker.

3. Travel and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.

4. For compliance.

[Signature]
Winnie E. Balco, Ed.D
Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

References: Invitation Letter dated October 14, 2019
To be indicated in the Perpetual Index under the following subjects:
Subjects: Training/Seminar Workshop Resource Speakership

Encls:

3-day Division Training on Process Skills and Its Assessment
10-22-2019
DR. WINNIE E. BATOON  
OIC- Schools Division Superintendent  
Division of Digos City

Sir:  

Warm Greetings!

The Department of Education, Division of Island Garden City of Samal, will be conducting a 3-Day Division Training on Process Skills and its Assessment on October 23-25, 2019 at the Ritz Hotel at Garden Oases, Porras St. Cor. Villamor St., Barrio Obrero, Davao City.

In view of this, may we request the expertise of MS. IDA ILLUSTRISIMO JUEZAN, Public Schools District Supervisor to be our RESOURCE SPEAKER during the Plenary Session on October 23, 2019 at 9:00 to 12:00 in the morning to discuss the Language and Reading as a Process.

May this request be given favorable action. Thank you very much and More Power.

Very truly yours,

CRISTY C. EPE, CESE  
Schools Division Superintendent