



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100

DEPARTMENT OF EDUCATION
DIVISION OF ZAMBOANGA DEL NORTE
DIPOLONG CI

RELEASED

JAN 17 2018

MEMORANDUM

BY: _____ DATE: _____
NAME/SIGNATURE

To: Assistant Schools Division Superintendent
Chief Education Supervisor-CID
Education Program Supervisors
Education Program Specialists-ALS
Division Librarian
PDO-CID
SEPS-SM&E
HRD Personnel
Public Schools District Supervisors

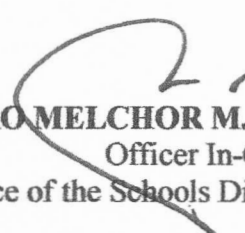
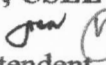
From: Office of the Schools Division Superintendent

Subject: **Two-Day Live-In Training on Work Attitudes and Values Enhancement (W.A.V.E) for the CID Personnel.**

Date: January 15, 2018

1. The Schools Division of Zamboanga del Norte will conduct a **Two-Day Live-In Training on Work Attitudes and Values Enhancement (W.A.V.E)** for the CID Personnel on January 21-22, 2018 at Manuel Resort, Piñan, Zamboanga del Norte.
2. The activity aims to:
 - 2.1 make the participants understand the importance of working together in an atmosphere of trust, confidence, energy and creativity;
 - 2.2 guide the participants in establishing and sustaining an environment that motivates people to achieve the goals and objectives of the organization while subordinating individual goals; and to
 - 2.3 allow the participants to realize that it's more important to be more concerned with the result rather than individual recognition.
3. The participants to this training are the Chief Education Supervisor, Education Program Supervisors, Division Librarian, Project Development Officers, Public Schools District Supervisors, and the ALS Education Program Specialists.
4. The Schools Division Superintendent and the Assistant Schools Division Superintendents are expected to be present the entire duration of the training also as participants and advisers.

5. The Senior Education Program Specialist of the SM&E and the two (2) HRD personnel will also be attending the training while doing the QATAME and as Training Managers, respectively.
6. The participants and those involved in the activity are entitled to a one (1) or two (2)-day Compensatory Time- Off to compensate for their travel to the training venue on January 20, 2018 which is a Saturday and of their attendance to the training on January 21, 2018 which falls on a Sunday.
7. This is a Live-in Training. Participants are to check in on January 21 except those from the 3rd districts, Sindangan, Siayan, and Ponot who may check in on January 20, 2018 in the afternoon. Likewise, the Division Officials (SDS, ASDSs, CID chief, SEPS of the SM&E and HRD) are to check in on January 20, 2018 to assess the readiness of the venue and the logistic preparations. Check out will be at lunchtime of January 22, 2018. First meal will be dinner of January 20, while last meal will be pm snacks of January 22, 2018.
8. Training and all incidental expenses relative to the conduct of this activity including the Professional Fee and Air Fare of the Facilitators shall be chargeable to the Division INSET Funds for FY 2018, while travelling and incidental expenses of the participants shall be chargeable against the Division Local Funds subject to the usual accounting and auditing rules and regulations.
9. For further inquiries and clarification, visit or contact the CID office at 09507743090 or email us at depedzn.cid@gmail.com
10. Immediate and widest dissemination of this memorandum is desired.


PEDRO MELCHOR M. NATIVIDAD, CSEE
Officer In-Charge 
Office of the Schools Division Superintendent