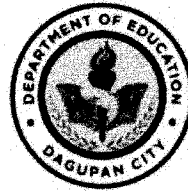


Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region I
SCHOOLS DIVISION OFFICE
 DAGUPAN CITY



Division Memorandum No. 321 series 2019

To: Assistant Schools Division Superintendent
 Chief, Curriculum and Implementation Division (CID)
 School Heads, Public Elementary and Secondary Schools
 Public Elementary and Secondary School Teachers
 All Others Concerned

RELEASED
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 DATE: 9-22-19
 BY: [Signature]
 P5176

From: Office of the Schools Division Superintendent

Subject: **DIVISION TRAINING/WORKSHOP ON IMPROVING COMMUNICATION
 and IT SKILLS of ELEM AND JHS TEACHERS**

Date: September 18, 2019

1. The Division Training/Workshop on Improving Communication and IT Skills of Elementary and Secondary School Teachers is reset on **September 30** and **October 1** at the **E-Library Center**.
2. Each elementary school head shall send one teacher (Grade 5 **OR** Grade 6 Teacher) to attend the said training/workshop.
 On the other hand, Secondary School head shall send one Grade 7 Teacher AND one Grade 8 Teacher.
3. All participants are expected to submit an output and actively take part in the workshop. Attached is the program/matrix for guidance and reference.
4. Wide dissemination and compliance to this Memorandum is desired.

DR. MARIA CELIA JUNIO - FERNANDEZ
 Schools Division Superintendent

[Handwritten Signature]

DEPED
RECEIVED
 DATE: 9-20-19
 TIME: 9:07
 ELYNANTE S. INFANTE
 IT SERVICES