



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

03 APR 2024

DIVISION MEMORANDUM

No. *0296*, s. 2024

**CAPACITY BUILDING OF LEARNING & DEVELOPMENT COORDINATORS ON QATAME
AND THE LEARNING & DEVELOPMENT PROCESS**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public Schools District Supervisors/ District In-Charge
Public Elementary and Secondary School Heads
Learning and Development (L and D) District Coordinators
All Others Concerned

1. The Schools Governance & Operations Division (SGOD) through the Human Resource and Development Section (HRDS) will be conducting the **Learning & Development (L&D) Coordinators' Quarterly Updating and Capacity Building** on April 26, 2024 at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. Participants of the above-mentioned activity are the **1 District Elementary INSET/L & D Coordinators and 1 Secondary INSET/L & D Coordinators.**
3. Food (1 lunch and 2 snacks) and materials during the activity shall be charged against HRTD 2024 funds, while travelling & other incidental expenses of the participants shall be charged against School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
4. This serves as **AUTHORITY TO TRAVEL.**
5. For inquiries, please contact the Human Resource and Development Section (HRDS) at (035) 225-618422-85110 and look for Ms. Iryll.
6. For the information and compliance of all concerned.

Neri C. Ojastro
NERI C. OJASTRO, CESO V

Schools Division Superintendent
Office of the Schools Division Superintendent

NCO/EQA-RVAV/SGOD/RBP/ims
April 2, 2024



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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AND THE LEARNING & DEVELOPMENT PROCESS**

April 26, 2024
Plaza Maria Luisa Suites Inn, Dumaguete City

PARTICIPANTS

PROGRAM MANAGEMENT TEAM		
Consultants	Dr. Neri C. Ojastro	SDS
	Mr. Ernesto Q. Alas-as, Jr.	OIC-ASDS
	Mr. Romel Victor A. Villahermosa	OIC-ASDS
	Dr. Rachel B. Picardal	Chief, SGOD
	Dr. Carmelita A. Alcala	OIC-Chief, CID
Facilitators	Ms. Iryll Mae S. Macahig	SEPS-HRDS
	Dennis Charl F. Andalajao	SEPS- M&E
	Teofan C. Gallosa	EPS II M&E
	Dr. Karl T. Credo	Planning Officer III
Host/Moderator	Dr. Geraldine B. Olmillo	EPS- HRDS
Secretariat	Dr. Geraldine B. Olmillo	EPS II- HRDS
	Roy M. Cadinan	ADAS II
	Sheena Lee B. Torres	Division Office
	Mariel T. Villanueva	Division Office
	Michaela T. Grampon	HRDS
Charry Que D. Laurente	HRDS	
Documentation/Video	Ninonito D. Divino	Admin Aide VI-ICT
QATAME	Mr. Dennis Charl F. Andalajao	SEPS- M&E
	Mr. Teofan C. Gallosa	EPS II-M&E
Medical/Welfare Team	1 Division Nurse	School Health Section



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