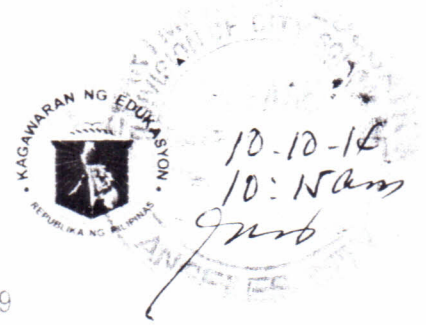




Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City

Jesus Street, Pulungbulu, Angeles City
Tel. No. : (045) 322- 4702 / Fax No.: (045) 887- 6099



October 7, 2014

DIVISION MEMORANDUM
No. 74 S. 2014

DIVISION WRITESHOP ON THE PREPARATION OF TLE INSTRUCTIONAL MATERIALS FOR GRADE 9

TO: Public Secondary School Heads
ACNTS Administrator

1. A four-day training-workshop will be held on October 21, 22, 23, and 24, at Subic International Hotel, SBEZ, Olongapo City. The assembly time for the departure on October 21 will be 6:30a.m., Division Office.
2. The objectives of the workshop are:
 - a. to update teachers on Kto12 BEP;
 - b. to equip teachers with the skill in preparing TR-based session guides; and
 - c. to prepare instructional materials/session guides in TLE Grade 9.
3. Listed in the attached sheet are the names of the participants to this workshop.
4. Participants are requested to bring the following:
 - a. Copy of TGs and CGs in TLE Grades 7-9;
 - b. Laptop;
 - c. One-set of printer per school, if resources permit;
 - d. Pocket wifi.
5. All the participants who will be the Division Writers for Instructional Materials in TLE are required to adhere to the schedule of the training
6. Expenses that include food, accommodation, training materials, honorarium of speakers, and transportation shall be charged against the TLE4AC Funds subject to the usual auditing and accounting procedure.
7. For your information and guidance.

ACNTS - *[Signature]*
ACNTS - *[Signature]*
BVRHS - *[Signature]* 10-17-14
SBNHS - *[Signature]* 10/17
SSC -
ICT - *[Signature]*
GRHS - c/o Grace

[Signature]
LUZ C. ARRIOLA
Schools Division Superintendent

Northville - c/o Grace
RLMHS - *[Signature]*
AGNMHS - *[Signature]*