



Department of Education  
Region III  
Division of City Schools  
Angeles City

Jesus Street, Pulungbulu, Angeles City

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December 13, 2017

**DIVISION MEMORANDUM**

No. *515* s.2017

**TEACHER INDUCTION PROGRAM – (TIP)**

To: Heads of Public Elementary and Secondary Schools

1. Please be informed that there will be a Teacher Induction Program on December 18- 20, 2017; 8:00 -5:00 at the Gabaldon Building Pulungbulu, Angeles City.
2. The objectives of the activity are as follows;
  - Equip the teachers with the constitutional mandate, legal bases and various laws on education and its organizational structure
  - Familiarize the teachers with the rights, responsibilities and accountabilities of a teacher and the programs and projects of the Department
  - Adapt the Enhanced Basic Education Act of 2013
  - Aware of the process in Personnel Actions
3. Participants to this activity are the Newly Hired Teachers (0-3 years in the public service who did not yet attend The TIP).
4. Expenses relative to the conduct of the said activity shall be charged against the HRTD Funds subject to the usual accounting and auditing rules and regulations.
5. Immediate wide dissemination of this Memorandum is earnestly desired.

  
**MARIA CELINA L. VEGA**

OIC, Assistant Schools Division Superintendent  
Office -In-Charge  
Office of the Schools Division Superintendent