



Republic of the Philippines
Department of Education
Region IV-A CALABARZON



Division Memorandum

DM No. 278,s.2017

TEACHERS' INDUCTION PROGRAM

TO: Public Schools District Supervisors ,Elementary and Secondary School Heads,
Teaching Personnel, All Concerned

1. DepEd Quezon will conduct 2-day Teacher's Induction Program for Newly hired on Dec. 7-8,December 14-15,2017 and Dec. 21-22 at Sevilla's Farm & Resort Brgy.Domoit Lucena City.Program will start at 8:00AM and will end at 5:00PM. Registration will begin at 7:00 AM.
2. This training aims to:
 - a. provide sense of culture and articulate the DepEd Vision-Mission
 - b. provide an orientation to the organization structure of DepEd Quezon
 - c. aware with the rules and regulations in the workplace
 - d. develop positive outlook in the teaching profession
3. Please be guided with the following schedules:

Date	Participants
December 7-8	1st & 4th Congressional District (Elementary & Junior High School Teachers)
December 14-15	2nd & 3rd Congressional District (Elementary, Junior High School & Senior High School Teachers)
December 21-22	1 st & 4th Congressional District (Senior High School Teachers)

4. The participants to this training are Newly Hired Teachers hired last July 2017 and those who are not yet attended the TIP last June 29-30, 2017 held at Sevilla's Farm and Resort Brgy. Domoit Lucena City. Each district are required to send the participants to sdo.quezon.sgod@gmail.com or lasurvivor16@yahoo.com
5. Food and Accommodation expenses will be charged against Division HRTD fund while traveling and incidental expenses shall be charged against local fund/ MOOE subject to the usual accounting and auditing rules and regulations.
6. For information, guidance and strict compliance.


MERTHEL M. EVARDOME, CESO VI
Schools Division Superintendent

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UPLOADED BY: 6190
DATE: 11-6-17 TIME: 11:09