




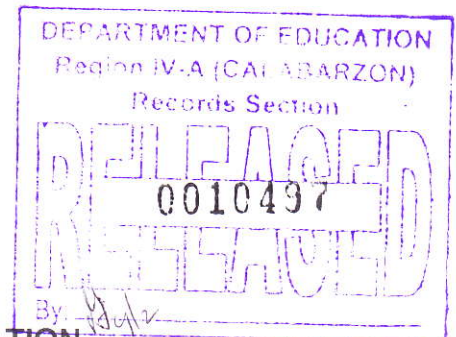
MEMORANDUM

To : **ALL SCHOOLS DIVISION SUPERINTENDENTS
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL CHIEFS OF UNITS/DIVISIONS
AND TEAM LEADERS**

From : 
DIOSDADO M. SAN ANTONIO
Director IV

Subject : **TRAINING- WORKSHOP ON MEDIATION**

Date : September 2, 2014



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In consonance with DepED Order No. 22. s. 2007, entitled "Compliance with Executive Order No. 523, which Instituted the Use of Alternative Dispute Resolution in the Executive Department of the Government, DepED Region IV A, will conduct a two-day Seminar-Workshop on Mediation: A form of Alternative Dispute Resolution to be held on September 24-25, 2014 at NEAP Training Center, Malvar, Batangas.

The training-workshop aims the participants to:

1. gain an in-depth understanding on the following:
 - a. conflict resolution process
 - b. basic tenets of mediation
 - c. kinds of cases that can be mediated
2. enhance skills on mediation through simulation activities applying the rules for success.

The participants to this activity are all ASDSs, Administrative Officers (AOs) and Regional chiefs of units/divisions and Team Leaders.

They are requested to be in the venue at exactly 7:00 am of September 24, 2014. Registration starts at 7:00 am and the opening program will commence at exactly 8:00 am. The first meal to be served is breakfast of the same day and the last meal will be snacks in the afternoon of the last scheduled day.

Confirmation of participants must be submitted to this Office thru e-mail at td_calabarzon@yahoo.com on or before September 19, 2014.

Expenses relative to this activity such as board and lodging of the participants and training staff, facilitators, supplies and materials shall be charged against HRTD funds while transportation expenses of the participants shall be charged against local funds subject to the usual COA accounting rules and regulations.

Immediate dissemination of this Memorandum is earnestly desired.

Received! Joseph
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