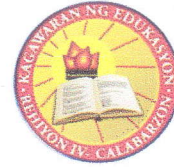




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : School Division Superintendents



FROM : *Handwritten signature*
DR. CARLITO D. ROCAFORT
Schools Division Superintendent
Officer-In-Charge
Office of the Regional Director *car*

SUBJECT : **TRAINING-WORKSHOP ON RESOLUTION WRITING**

DATE : May 17, 2019

1. Section 42 of DepEd Order No. 49, Series of 2016 provides that the disciplining authority shall render his decision on the case after receipt of the formal investigation report.
2. In order for this Office to cope up with the increasing number of reports to be reviewed, there is the need to train additional personnel who will help in the drafting of resolutions.
3. In view thereof, all Attorneys from the different schools division offices are hereby required to attend the Workshop on Resolution Writing which will be held on June 19-21, 2019 in a venue to be announced soon.
4. Attached hereto are the list of participants and Program Technical Committee (**Annex "A"**).
5. The travel expenses of the participants shall be charged to their respective local funds.
6. For compliance and information of all.



ANNEX "A"

DIVISION	NAME OF PARTICIPANTS	DESIGNATION
Antipolo City	Jeremiah Jan F. Agustin	Attorney III
Batangas Prov.	Karen M. Salimo	Attorney III
Batangas City	Mikko Paolo A. Perez	Attorney III
Binan City	Nesley Rae P. Cruz	Attorney III
Cabuyao City	Jerica Clara S. Machado	Attorney III
Calamba City	Jonas Anton M. Manalo	Attorney III
Cavite Prov.	Daniel Carpina	Attorney III
Dasmaringas City	Rhina May Sayarot-Elicano	Attorney III
Gen. Trias City	Ma. Regina N. Rendal	Attorney III
Laguna	Dennis R. Manzanero	Attorney III
Lucena City	Jiandra Carmela P. Panganiban	Attorney III
Lipa City	Rowell B. Malabag	Attorney III
Rizal	Erwin Lehi G. Gacadan	Attorney III
San Pablo City	Christine Ann Alcazar-Batacan	Attorney III
Sta. Rosa City	Carlo June Tibayan	Attorney III
Tanauan City	Priscilla Elizel Pascua	Attorney III

I. PROGRAM TECHNICAL COMMITTEE:

Regional Office:

Atty. Jocelyn Buclig
 Ms. Jocelyn L. Martin
 Mr. Kelvin P. Matib
 Shiela May A. Gubat

II. PROCESS OBSERVER:

Ms. Jisela N. Ulpina
 Education Program Supervisor
 Officer-In-Charge, HRDD

III. QAME TEAM:

Engr. Edenia O. Libranda
 Chief, Quality Assurance Division