



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

Capital Area, Dumaguete City

www.depednegor.net

negros.oriental@deped.gov.ph

(035) 225 2376 / 225 2838 / 422 5283

December 11, 2018

DIVISION MEMORANDUM

No. 874 ; s. 2018

Orientation Seminar on the Use of Partnership Database System and Effective Partnership Negotiation Skills

TO : Assistant Schools Division Superintendents
SGOD and CID Chiefs, Education Program Supervisors/Division Coordinators
Section Heads / Education Programs Specialists
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Others Concern

1. In light of promoting effective partnership negotiation skills and accurate partnership database system, the Department of Education, Division of Negros Oriental through the effort of the Schools Governance and Operations Division-Social Mobilization and Networking Section will conduct an Orientation Seminar on the Use of Partnership Database System and Effective Partnership Negotiation Skills on December 17 and 18, 2018 at 9:00 a.m. in the Division Conference Room.
2. Participants to this seminar are the following:
 - a. District Supervisors
 - b. District Adopt-A-School Program (ASP) Coordinator
 - c. District PTA Focal Persons, and
 - d. District Federated PTA Presidents.
3. Every district is required to bring the following:
 - a. Special Education Fund (SEF) 4th Quarter Report,
 - b. Adopt-A-School 4th Quarter Report, and
 - c. District PTA Plan of Activities.
4. Travelling and other incidental expenses of the participants shall be chargeable against school/local/MOOE/PTA funds while lunch and AM/PM snacks of participants shall be charged against ASP Funds all subject to the usual accounting rules and guidelines.
5. For more information and concerns, you may contact **EMMA S. MATE, Ph.D.**, at 09276853420 (Globe) or email at emma.mate@deped.gov.ph.
6. This serves as Travel Order.
7. For immediate dissemination and compliance.

11 DEC 2018


WILFREDA D. BONGALOS, Ph. D., CESO V
Schools Division Superintendent