

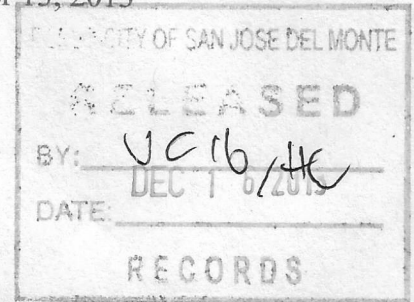


Republic of the Philippines
Department of Education
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte



December 13, 2013

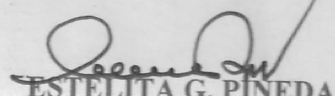
DIVISION MEMORANDUM
No. 183,s.2013



To: All Elementary School Principals
Head Teachers/OICs

**INSET ON SAFETY AND ACCOUNTABILITY OF ELEMENTARY SCHOOL
PRINCIPALS (SAPs)/HEAD TEACHERS/OICs**

1. This is to announce the conduct of INSET on Safety and Accountability of Principals(SAPs), Head Teachers and OICs to be held on December 17, 2013 from 8:00 A.M. to 5:00P.M. at FCPC Hotel, Francisco Homes, City of San Jose del Monte, Bulacan.
2. Aims of this activity are as follows:
 - a. equip the principals with knowledge, skills and attitudes on safety and accountability as public servants;
 - b. deepen each one's awareness on the legal provisions and laws that affect/ enhance focus as school principals; and
 - c. improve the services offered to the school by the principals.
3. A registration fee of P 1,000.00 shall be collected from each participant chargeable against School canteen funds /MOOE to cover the expenses relative to the conduct of the INSET such as; honoraria of the speakers, snacks and lunch and other expenses and training materials.
4. Attached is the sample Program/Invitation.
5. Immediate and wide dissemination of this memorandum is desired.


ESTELITA G. PINEDA, CESO V
Schools Division Superintendent