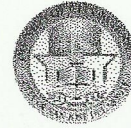




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region III  
DIVISION OF CITY SCHOOLS  
City of San Jose del Monte



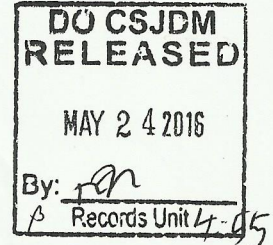
website: [www.depedcsjdm.webs.com](http://www.depedcsjdm.webs.com) / e-mail: [deped\\_csjdm@yahoo.com](mailto:deped_csjdm@yahoo.com) / telefax: (044) 815-2815

May 23, 2016

**DIVISION MEMORANDUM**

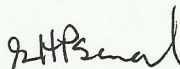
No. 90 s. 2016

To : Assistant Schools Division Superintendent  
CID Chief  
Education Program Supervisors  
District Supervisors  
Heads of Public Senior High School Providers



**WORKSHOP ON ELECTRONIC PREPARATION OF SENIOR HIGH SCHOOL CLASS PROGRAM**

1. This Office announces the conduct of **Workshop on Electronic Preparation of Senior High School Class Program** on May 26, 2016 at the Division Library Hub from 8:00 A.M. to 5:00 P.M.
2. The workshop will equip the participants with insights on and skills in preparing class program for senior high school using an electronic tool.
3. Participants to the workshop are as follows:
  - a. Senior High School Coordinators
  - b. Grade 10 Curriculum Chairpersons/ICT Coordinators
4. Expenses relative to the workshop shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations.
5. Participants must bring the following:
  - a. Laptop
  - b. Extension cord
  - c. School Form 7
6. Immediate and wide dissemination of this memorandum is desired.

  
GERMELINA H. PASCUAL, CESO V  
Schools Division Superintendent