DIVISION MEMORANDUM
No. 63, 5. 2012

DISTRICT IN-SERVICE TRAINING ON SCHOOL ADMINISTRATORS, TEACHERS, PERSONNEL ON TEACHERS-STUDENTS RIGHTS AND INFRACTIONS

TO: DISTRICT SUPERVISORS
   ELEMENTARY AND SECONDARY SCHOOL HEADS
   SECONDARY AND ELEMENTARY TEACHERS
   NON-TEACHING PERSONNEL
   CONCERNED

1. The NABUA NATIONAL HIGH SCHOOL (SOCIAL STUDIES DEPARTMENT AND Nabua National High School Teachers' and Employees Association) will be conducting a 2 day DISTRICT IN-SERVICE TRAINING OF TEACHERS, PERSONNEL ON TEACHERS-STUDENTS RIGHTS AND INFRACTIONS in RINCONADA DISTRICT on June 12-13, 2012 (Tuesday and Wednesday 2012) at Congressman Sal Fortuno Multi-purpose Gymnasium, Nabua National High School, Nabua, Camarines Sur

2. The training - workshop aims to:
   a. To refresh with the four (4) Laws governing Personnel Discipline namely: R.A. No. 2260 (The Civil Service Law), R.A. No. 4670 (The Magna Carta for Public School Teacher), P.D. 807 (The Administrative Discipline Reforms), E.O 292 (The Administrative Code of 1987) and the different DepEd Memoranda regarding Teachers Obligations, Rights and Infractions;
   b. To formulate and redefine the role of Guidance Office in Student Formations in the light of loco parentis and special authority principle and of our Constitution;
   c. To establish a forum wherein different problems in the area of Teacher/Student Discipline will be identified;
   d. To devise measure in addressing the identified common problems.

3. The expected participants in this training are school administrators to all Secondary and Elementary school teaching and Non-teaching personnel within the Rinconada Area.

4. A Registration Fee of Three Hundred Fifty Pesos (Php. 350.00) shall be charged each participant to cover the cost of training hand-outs, photocopies, trainer's fee, snacks (a.m. and p.m.) for 2 days and other operational expenses.

5. Travel expenses and registration fee shall be charged against MOOE, subject to usual accounting and auditing rules and regulations.

6. Immediate dissemination of the Memorandum is desired.

GILBERT T. SADSAI
Schools Division Superintendent
Division of Camarines Sur