Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Capitol Drive, Estaka, Dipolog City 7100

DIVISION MEMORANDUM
NO. 387, s. 2016

RELEASED
06 OCT 2016
DATE:

TO : **Public Schools District Supervisors**
Newly Hired Elementary and Junior High School Teachers
Newly Hired Non- Teaching Personnel
This Division

FROM : **NATIVIDAD P. BAYUBAY, CESO VI**
Officer In-Charge
Office of the Schools Division Superintendent

SUBJECT : **2016 INDUCTION FOR NEWLY- HIRED SENIOR HIGH SCHOOL TEACHING AND NON- TEACHING PERSONNEL**

DATE : October 6, 2016

The Schools Division of Zamboanga del Norte announces the conduct of the 2016 Induction of Senior High School Teaching and Non- Teaching Personnel on October 13, 2016 at Mibang Hotel, Dipolog City.

The activity aims to:

a. Generate a sense of urgency on the importance of responsive commitment among teachers and an in-depth understanding of the DepEd Vision, Mission and Core Values so as to recognize essential roles and responsibilities expected of them as government employees;
b. Familiarize themselves with Results- based Performance Management System (DO 2, s. 2015) and relate performance standards in their work;
c. Understand the services provided by the Department of Education, Civil Service Commission on RA 6713, GSIS, Philhealth and Pag- ibig Fund; and,
d. Increase one's awareness on their respective duties equipped with the latest innovations of the K to 12 Program.

Expected participants to this activity will be the newly- hired Senior High School Teachers and newly- hired Senior High School Non- Teaching staff including the Administrative Assistants, Administrative Officers and Registrars.

This is a whole day activity which will immediately start at exactly 8:00 o' clock in the morning and is expected to finish at 7:30 PM covering all the significant topics and activities.

Expenses incurred during the activity which includes 2 snacks (AM and PM), and 2 meals (lunch and dinner), training supplies and materials shall be chargeable against Division MOOE while travel and other incidental expenses of the participants shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.

Widest dissemination of this memorandum is desired.