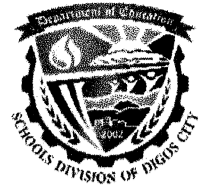




Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



**DIVISION MEMORANDUM**  
No. 1009, s.2017

November 24, 2017

**SPIRITUALITY AND TEAM MANAGEMENT SEMINAR-WORKSHOP  
FOR THE SDO PERSONNEL**

To: Division Chiefs  
Division Section Heads  
All Schools Division Office Personnel

1. In order to possess high standards of appropriate attitude, an employee should be honed its physical, emotional and spiritual facets that they will be able to exude proper decorum in the workplace even in stressful cases. It is essential to an office worker to keep his temperance and fortitude for an employee always upholds the integrity and productivity of the agency. Office workers are quite prone to these situations wherein the line of work can be very stressful because an office worker may deal with a number of clients with different personalities.
2. The activity will be done on **December 15-16, 2017** at the **Grand Regal Hotel, Lanang, Davao City.**
3. Attached are the Proposed Training Flow of the Activity and the List of the Room Assignment for your reference.
4. Meals, snacks and accommodation of the participants shall be charged to HRTD Funds while travel expenses and other incidental expenses of the participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
5. Wide and immediate dissemination of this Memorandum is earnestly desired.

**WINNIE E. BATOON, EdD**  
Officer in Charge  
Office of the Schools Division Superintendent

DepEd Schools Division of Digo.

**RELEASED**  
12925  
Date: **DEC 04 2017** Time: **8:40**  
By:

ronald dedace: November 24, 2017 Spirituality and Team Management Seminar-Workshop for the SDO Personnel

Proposed Training Flow of the Spirituality and  
Team Management Seminar-Workshop for the SDO Personnel  
Grand Regal Hotel, Lanang, Davao City

Venue:

Day 1	Activities	Speaker/Lecturer
6:00 – 8:30	Arrival and Registration	HRD
8:30-9:00	Check-in	
9:00 – 9:30	Opening Ceremony -Lupang Hinirang -Opening Hymn -Digos City Hymn -Presentation of the Participants -Welcome Message -Rationale of the Program  -Message	Cecile C. Uy EPS II-HRD  <b>Melanie P. Estacio, PhD.</b> ASDS <b>Sollie B. Oliver</b> SGOD Chief <b>Winnie E. Batoon, EdD</b> SDS
9:30-12:00	Year-End Evaluation Program, Projects and Activities	Division Chiefs Heads of Sections
12:00-1:00	Lunch Break	
1:00 – 3:00	Session 1: Team Building	Invited Speaker
3:00-5:00	Session 2: Spirituality	Invited Speaker
5:00-6:00	Dinner	
6:00-9:00	Socialization/Party -The Child in Us Inspired Groupings CID- Batibot Group SGOD- Ang TV Group Admin-Goin' Bulilit Group Budget/Accounting-Eh Kasi Bata Group -Parlor Games -Raffle Draw -Manito/Manita -Presentation of every Group	
Day 2		
6:00-7:30	Breakfast	
8:00-10:00	Home Sweet Home	

**Working Committees**

1. Registration-HRD
2. Letters/Programmes/Certificates-HRD
3. Procurement-HRD
4. Opening Program (morning)-CID
5. Program (afternoon)-Admin
6. Socialization/Party-Budget & Accounting/NEU Officers
7. Raffle Draw-Soc.Mob.

**SPIRITUALITY AND TEAM MANAGEMENT SEMINAR-WORKSHOP FOR THE SDO PERSONNEL**

**DECEMBER 15-16, 2017**

**GRAND REGAL HOTEL, DAVAO CITY**

**ROOM ASSIGNMENT**

ROOM 1	ALNIE FE YMALAY ROSARIO DIAMANTE DAISSY JANE SANROY	ROOM 14	HAZEL MARIE ESCABILLAS JULIE ANNE POSADAS IREENE DANDROY	ROOM 27	RICARDO VENDIOLA ROMEO JAIRAL
ROOM 2	MAE PEARL HONG MYRACEL DALOPE DHELMIE CHRISTINE PEÑAS	ROOM 15	RONALD DEDACE JOSE ISRAEL MARAVILLES PETER JASON SENARILLOS		
ROOM 3	ALELI CHIONG ETHEL CALVA SHEENA ASARAK	ROOM 16	FRANCIS JUDE ALCOMENDRAS WINNIE BATOON VICENTE LABURADA, JR.		
ROOM 4	MYHRRRA FAYE BONTIA HELENA SOLON JUVY ALTAMERA	ROOM 17	GUY MARA-ASIN VINCENT ZAMBRA MANNE JAMES ORTIZ		
ROOM 5	ANALIZA ALMAZAN JUVY COMAINGKING MYLEEN ROBIÑOS	ROOM 18	XAVIER FUENTES AIRON ALEJANDRO REYZEN MONSERATE		
ROOM 6	BEVERLY DAUGDAUG JOAN NIONES LUZMINDA JASMIN	ROOM 19	MARCELINO RANOLLO REYNANTE PANTONIAL MASARIPE ONGGO		
ROOM 7	MARY GLOR TABANAO RONILYN NIEVES IMELDA CARDINES	ROOM 20	MERLYN OBenza EVANGELINE MARATA GENIE PIUS		
ROOM 8	EPPIE GRACE PRESTO ANTONIA PONCE ELVIE TIMON	ROOM 21	NORELIZA MISAL MARYSOL ROSALITA BONAFE BURGOS		
ROOM 9	ROSALINDA ADLAON ARLENE BARBA HELEN CASIMIRO	ROOM 22	NEPTUNE TAMBILAWAN GISELLE GONZALES HEIDI ESCALONA		
ROOM 10	ZENAIDA GUYA IDA JUEZAN FERNA RENIRA ALDE	ROOM 23	VALERIANO DE LOS REYES ELY CATALUÑA PATRIOTISO PEÑAS		
ROOM 11	CHERRY ROSSETTE OLIVA ROFELIA DE MESA MELANIE ESTACIO	ROOM 24	NEIL BONGCAYAO GLEIN MARK BODIONGAN STEPHEN PASCUAL		
ROOM 12	SOLLIE OLIVER HELEN FRANCONAS CECILE UY	ROOM 25	JAKE LLOYD VENCIO DANILO EBOL NOE RAY CACAFRANCA		
ROOM 13	MARIA JADLOC ANAMERTHYL REGALA EVANGELINE HERNAN	ROOM 26	MARIA LEONORA SALAZAR FRANCES MILLECENT DURANO KRISTINE MARIE BEJARIN		