



Republic of the Philippines  
Department of Education – Region III  
**TARLAC CITY SCHOOLS DIVISION**



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**DIVISION MEMORANDUM**

No. 165, s. 2019

Date : July 30, 2019

To : Chief of CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary School  
All Teachers Concerned

From : The Office of the Schools Division Superintendent

Subject : **TRAINING-WORKSHOP ON TECHNICAL AND JOURNALISTIC  
WRITING SKILLS OF ENGLISH AND FILIPINO TEACHERS**

1. This is to announce the conduct of the **TRAINING-WORKSHOP ON TECHNICAL AND JOURNALISTIC WRITING SKILLS OF THE ENGLISH AND FILIPINO TEACHERS** on August 22-23, 2019 at Tarlac West Central Elem School.
2. Participants of the training are the school paper advisers. Each elementary and Secondary school is given one (1) slot only.
3. No payment will be collected on the training. However, participants are provided with **AM and PM snacks only**. Expenses of participants, speakers, and TWG shall be charged to HRTD fund subject to the usual accounting and auditing rules and regulations.
4. With the endeavors of this division to get quality training, all participants are required to submit outputs required by the resource speaker and technical working group.
5. Participants in the Regional and National Training of Trainers on Campus Journalism and DAESPA and DASSPA officers are expected to help in the training.
6. Immediate dissemination of this Memorandum is desired.

  
**TERESA D. MABABA, CESO V**  
Schools Division Superintendent

