



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Administrative Region
SCHOOLS DIVISION OFFICE OF SURIGAO CITY
Surigao City



November 7, 2019



DIVISION MEMORANDUM

No. 341 s. 2019

**PRE-WORK CONFERENCE ON DIVISION TRAINING ON PERSONAL FINANCIAL
MANAGEMENT FOR NON-TEACHING PERSONNEL**

TO: Asst. Schools Division Superintendent
CID and SGOD Chiefs
CID Supervisors
Public Elementary and Secondary School Heads
This Division

1. In line with the preparations for the Division Training on Personal Financial Management for Non-Teaching Personnel on November 11, 2019 the venue will be announced later. A pre-work conference will be done on November 8, 2019 at 1:30 PM at the 3rd floor of the Division Office.

2. This conference aims to:

- Discuss and orient the Technical Working Group (TWG) on the terms of reference of each committee member,
- prepare and submit the session guides of each module by the facilitators.

3 The participants to this conference are the facilitators and the Technical Working Group (TWG) to wit:

Facilitators:

- Dr. Vonn B. Fabello
- Dr. Inday Robbie A. Cubillan
- Dr. Jeanit C. Besinga
- Dr. Vilma L. Gorgonio
- Dr. Marino L. Pamogas
- Dr. Maria B. Meñoza
- Dr. Thelma T. Tolentino

Technical Working Group (TWG)

- Chief (SGOD) Elizabeth S. Larase
- Dr. Vilma L. Gorgonio
- Dr. Jeanit C. Besinga
- Robert Sherwin Betita



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Technical Working Group (TWG)

- Rose Ann Bonita D. Navarro
- Faith Wilsa Mahinay
- Kevin Adrian M. Rosas
- Karyl John Feril
- Jemberto M. Namuag
- Trisha Jade A. Billeda
- Maria Korina Mijares
- Shielly E. Villamera

4.. Immediate dissemination of this Memorandum is desired.

[Signature]
JENIFRA L. PEDISANI - SINDAY
ADMINISTRATIVE OFFICER **SE**
For: KAREN L. GALANIDA, PhD, CESO VI
Schools Division Superintendent

To be indicated in the **PERPETUAL INDEX** under the following subjects:

Financial Literacy

Trainings

EPP/TLE

vlg/11/07/19