



Republic of the Philippines  
Department of Education  
Region VIII  
SCHOOLS DIVISION OF TACLOBAN CITY  
Tacloban City

January 4, 2023

DIVISION MEMO  
NO. 004 s. 2023

**RESETTING OF DM558 s. 2022 ENTITLED MENTORING-COACHING WORKSHOP IN JOURNALISM FOR SCHOOL PAPER ADVISERS IN ENGLISH**

**TO: Chief, CURRICULUM IMPLEMENTATION DIVISION  
PUBLIC SCHOOL DISTRICT SUPERVISORS  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
SCHOOL PAPER ADVISERS IN ENGLISH  
ALL CONCERNED**

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1. Due to conflict of activities of the teacher-participants last December 14 to 16, 2022 on equally important events, and per joint convocation meeting with Division Campus Journalism Coordinators in English and Filipino, and Officers of Division School Paper Advisers in both of the media, the body agreed to **reset the training-workshop to January 7 and 14, 2023 (Saturday) at Gabaldon Hall, San Fernando CS.**
  2. Inasmuch as the training-workshop falls on Saturdays, the participants are entitled to a two-day service credits per CSC-DBM Joint Circular No. 2, s. 2004, provided that the following are duly accomplished:
    - a. Accomplishment report training attended with pictures;
    - b. Daily time record signed by the person in authority; and
    - c. Travel Order and Certificate of Appearance
  3. The target participants are hereby listed in Enclosure 1.
  4. This memo serves as Travel Order to all division coordinators, facilitators/speakers, technical working group, and participants.
  5. Other provisions stipulated in the Division Memo No. 601 shall remain enforce and in effect.
  6. For information and guidance.



**MARIZA S. MAGAN EdD., CESO V**  
Schools Division Superintendent