



Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON  
Province of Quezon  
**CITY SCHOOLS DIVISION OF TAYABAS**  
Luis Palad Comp., Brgy. Iplan, Tayabas City



DEPED-TAY-DM-CID-18- 397

TO : **OIC-ASDS  
CHIEFS, CID AND SGOD  
EDUCATION PROGRAM SUPERVISORS  
HEADS, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS**

FOR : **CATHERINE P. TALAVERA, CESO VI**  
Schools Division Superintendent

BY : **MAYLANI L. GALICIA**  
OIC Assistant Schools Division Superintendent

SUBJECT : **ADDENDUM TO DIVISION TRAINING-WORKSHOP IN THE PREPARATION  
OF ANNUAL GAD PLAN AND BUDGET AND GAD ACCOMPLISHMENT  
PRESENTATION**

DATE : **November 26, 2018**

1. With reference to Division Memorandum No. 391 s. 2018 entitled "Division Training-Workshop in the Preparation of Annual GAD Plan and Budget and GAD Accomplishment Presentation" this Division announces that the venue of the training-workshop will be at St. Jude Coop Hotel and Event Center.
2. A registration fee of Php 500.00 per day with a total of Php 1,500.00 will be charged to participants to cover the expenses on food and venue.
3. All other provisions of the said Division Memorandum in still in effect.
4. Immediate dissemination of this memorandum is desired.

**We, the personnel of the SDO Tayabas City commit to continuously SOAR HIGH.**

*S*-atisfy customers' needs *O*-ptimize the use of ICT enabled system *A*-dvocate in the promotion of healthy schools *R*-ender timely and responsive services  
*H*-elp create a child-friendly environment *I*-ntegrate QMS in all SDO activities *G*-overn gender sensitive workplace *H*-all quality standards

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