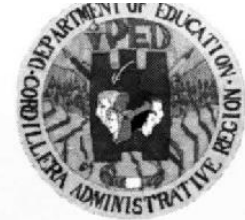




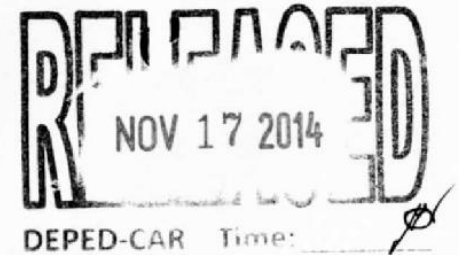
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



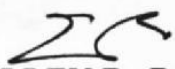
November 10, 2014

Regional Memorandum No. ____ S. 2014

159.2014



To: Schools Division Superintendents
All Divisions

From: 
ELLEN B. DONATO, ED. D., CESO III
Director IV

Subject: Division RAT Orientation and Briefing

1. In keeping with the mandate of the implementation of the DepEd Rationalization Structure, a 3-day RAT Orientation and Briefing for all Schools Division Offices will be conducted on the following schedule and venues:

DATE	SCHOOLS DIVISION OFFICES	VENUE
November 19-21, 2014	Baguio City & Benguet	Baguio City
November 23-25, 2014	Kalinga & Tabuk City	Tabuk City
December 2-4, 2014	Mountain Province & Ifugao	Bontoc, Mt. Province
December 10-12, 2014	Abra & Apayao	Bangued, Abra

2. Generally, the objective of the 3-day activity is for the participants to be able to determine their role as Division staff and their area of contribution, given a new role, functions and structure of the office and basic skills requirements to implement the functions. Specifically, they will be able to:
 - a. appreciate the intent and rationale of the new DepEd functions and structure and the role of each DepEd level (CO, RO, SDO);
 - b. understand the role, functions and structure of the Schools Division Office, the various units created in the approved Rationalized Plan and the relationship among and between the various functions;
 - c. distinguish functions of each office in the SDO and identify the basic competencies required per office;
 - d. apply basic knowledge learned about the SDO functional divisions to determine career choice and area of contribution in the regional office.
3. Participants in this activity are Schools Division Office personnel who will be determined by the Schools Division Superintendent.
4. A walk-thru of all resource persons shall be done on November 17, 2014 at 3:00 p.m. at the regional office.
5. All expenses relative to the conduct of this activity shall be charged against Division funds while expenses of the trainers shall be charged to Regional Office funds.
6. Please be guided accordingly.