



Republic of the Philippines  
Department of Education  
REGION VI - WESTERN VISAYAS  
SCHOOLS DIVISION OF SAGAY CITY

APR 04 2025


DIVISION MEMORANDUM

No. 254, s. 2025

**2-DAY WORKSHOP OF THE DIVISION TRAINING OF TRAINERS FOR  
JUNIOR HIGH SCHOOL**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors – CID & SGOD  
Public Schools District Supervisors  
Public and Private Secondary School Heads  
All Others Concerned

1. The SDO Sagay City will conduct a 2-day Workshop for the Division Trainers for the Division Training of Trainers on Training on Communicating Volcano, Earthquake and Tsunami Hazards for Junior High School (JHS) Teachers on April 7-8, 2025, at Division Conference Room.
2. The activity aims to enhance the facilitation skills of Division trainers and to ensure the comprehensive development and finalization of the session guide and PowerPoint presentation package for the Division Training program.
3. Attached to this Memorandum are the list of participants and the program of activities.
4. Expenses incurred during the activity will be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
5. It is understood that in the conduct of this activity there shall be no discrimination in the provision of such partnership on account of age, school, gender, civil status, disability, religion or other similar factors, personal circumstances that run counter to the principles of equal opportunity.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**DANNIE CLARK M. UGAIL, CESE**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent



Enclosure : None  
Reference : None  
Allotment : N/A  
No. of Pages : 2  
To be indicate in the **Perpetual Index** under the following subjects:  
**TRAINING** **WORKSHOP**  
FN: MLS\_040125/CID



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(Enclosure No. 1 to Division Memorandum No. 254, s. 2024)

A. Participants to the 2-Day Workshop

Participants	Position	Station
1. Elizabeth B. Romo	EPS, English	CID
2. Marlon L. Solivio	EPS, Science	CID
3. Jecen A. Despi	SEPS - HRTD	SGOD
4. James Sabio	PDO II-DRRM Coordinator	SGOD
5. Russel Bustamante	Teacher III	VNHS
6. Arjel Diocson	Teacher III	SNHS
7. Jessa Moraga	Teacher III	ELMIS

B. Program of Activities

Time	Topic	Facilitator
Day 1		
8:30 – 9:00	Preliminaries	TWG
9:00 – 10:00	Facilitation Skills	Elizabeth Romo NEAP Trainer
10:00 – 11:00	Session Guide and Slide Decks Anatomy	Jecen Despi NEAP Trainer
11:00 – 12:00	Overview of Different Topics	Marlon L. Solivio EPS, Science
12:00 – 1:00	Lunch Break	
1:00 – 5:00	Workshop	TWG
Day 2		
8:00 -12:00	Day 2 Workshop	
1:00 – 4:00	Continuation of Workshop	TWG
4:00 – 4:30	Closing Program	TWG