



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Public Schools District Supervisors/District In-Charge
 Public Elementary and Secondary School Heads Concerned
 Division QAME Associates
 All others concerned

FROM: **RACHEL R. LLANA, PhD., CESO VI**
 Assistant Schools Division Superintendent
 Officer In-Charge
 Office of the Schools Division Superintendent
11/17/2021

DATE: November 17, 2021

SUBJECT: ASSIGNMENT OF QAME ASSOCIATES DURING THE CONDUCT OF DIVISION LEARNING AND DEVELOPMENT PROGRAMS

1. Relative to the conduct of the Learning and Development activities by the Office, the associates from the pool of Learning and Improvement Facilitators – Trainers (LIFT) are assigned to perform QAME duties during the conduct of the L and D, to wit:

FD L&D PROVIDER	L AND D PROGRAM	DATE	MODALITY	VENUE/ COMMAND CENTER	ASSIGNED QAME ASSOCIATE(S)
OSDS	112-D: SEMINAR WORKSHOP ON ICT PREVENTIVE MAINTENANCE AND COMPUTER HARDWARE SERVICING	December 1-3, 2021	FACE TO FACE	NUEVA VIZCAYA TEACHERS' CAMP, BAGABAG, NUEVA VIZCAYA	<ul style="list-style-type: none"> • DAY 1: FRANCIS RAMOS • DAY 2: JAYSON VELASCO • DAY 3: DEXTER PATRICIO
OSDS	113-D: WEBINAR ON INFORMATION AND COMMUNICATIONS TECHNOLOGY TOOLS, PLATFORMS AND TRENDS UPDATES	November 22-26, 2021	WEBINAR	SDO CONFERENCE HALL, BAYOMBONG, NUEVA VIZCAYA	<ul style="list-style-type: none"> • DAY 1: CRISELDA ILDEFONSO • DAY 2: JAMESTONE INFANTA • DAY 3: FRANCIS LEONARD JASMIN • DAY 4: RITZELLE MARIE NICOLAS • DAY 5: MA.



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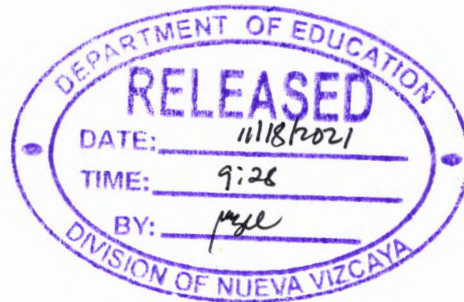




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- The QAME Associate shall upload the QAME Report using this online link <https://tinyurl.com/DQAMEASSOCREPORTING>, within 5 days after the training. Further the tools and templates are available for download using this link: <https://tinyurl.com/SHAREDODIVISIONQAMEASSOC>.
- Travel and other expenses relative to the performance of the aforementioned assignment shall be charged against local funds subject to accounting and auditing rules and regulations.
- Immediate dissemination of this Memorandum is desired.



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