



Republic of the Philippines
Department of Education
 Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

August 5, 2021

Office MEMORANDUM

No. 140, s. 2020

WEBINAR ON ALTERNATIVE DISPUTE RESOLUTION

To : Assistant Schools Division Superintendent
 Administrative Office
 Legal Office
 This Division

1. The Department of Education – Schools Division of Surigao del Sur through Human Resource Development shall conduct a Webinar on Alternative Dispute Resolution on **August 10-13, 2021**, via **Zoom**. To equip our grievance committee members with knowledge on settling grievances at the lowest possible level in the department.
2. The objectives of this activity are:
 - a. Strengthen the competence of our grievance committee members in resolving disputes inside and outside the workplace.
 - b. Gain knowledge on the different dispute resolution methods and processes.
 - c. Apply the value-laden approach in dealing with disputes inside the office.
3. The expenses incurred during the conduct of the activity including the registration fee of P 4,500.00 for each participant and food shall be charged against the Regional MOOE Fund subject to the usual accounting and auditing rules and regulations. Only Regional Office participants shall be served with AM and PM snacks and lunch.
4. Participants to this activity are the following:

NAME	POSITION	OFFICE
1. Gilbert L. Gayrama, CESE	OIC-Office of the Assistant Schools Division Superintendent	Office of the ASDS
2. Atty. Joseph Eric C. Lumactod	Attorney III	Legal Office
3. Shirlene E. Crabajales, LLB	Administrative Officer V	Administrative Office

5. The participants are required to register online using the link <http://bitly.ws/ftz7> on or before **August 8, 2021**.





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6. For your guidance and action. Immediate dissemination of this Office Memorandum is desired.

JOSITA B. CARMEN, CESO V
Schools Division Superintendent



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