



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

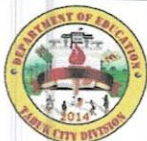
Division Memorandum
No. 32, s. 2021

February 15, 2021

**WEBINAR ON EMOTIONAL INTELLIGENCE: MANAGING
EMOTIONS IN THE WORKPLACE**

To: Heads of Functional Divisions
HRD Personnel
Public Elem. & Sec. School Heads
Guidance Counselors and Designates

1. The Schools Division's promotes Human Resource Development in cooperation with the Civil Service Commission- CAR through participation in the webinar entitled "Emotional Intelligence: Managing Emotions in the Workplace" on February 23-24, 2021.
2. The virtual activity aims to enable the participants to demonstrate skills in perceiving, labeling, and managing one's own and others' emotions; practice mindfulness techniques for self-awareness of one's emotions, and communicate effectively one's emotions to manage customers of various types.
3. The following are the participants to the virtual activity:
 - a. SDS- Irene S. Angway
 - b. ASDS- Feliciano Agsaoay Jr.
 - c. Functional Division Heads: Ramonchito Soriano
Sally Feken
Dorothy Asingal
 - d. SDO Guidance Counselor & Advocate: Doddie Marie L. Duclan
 - e. HRD personnel: Ma. Medea Vallejo & Joan Reyes
 - f. School Heads
 - g. Guidance Counselors and Designates
4. A training fee of P500.00 shall be collected from each participant to defray, among others, the cost of subscription for digital learning, operational costs, supplies and honoraria of Subject Matter Experts chargeable against Division local funds for SDO personnel and School MOOE for school personnel subject to usual accounting and auditing rules and regulations;
5. Participants may pay directly thru fund transfer to the CSC CAR's Land Bank of the Philippines (LBP) Baguio Account Number 0222-



Address: BCS Compound, Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>



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- 0036-36 with Civil Service Commission CAR as its account name and electronically send copy of the deposited slip/proof of payment to the CSC CAR at hrdcsc14@yahoo.com.
6. Participants are advised to register to this link <http://bit.ly/2MWYy3K> on or before February 17, 2021. Upon acceptance, confirmation and webinar link shall be sent to registered participants.
 7. For inquiries, contact CSC training coordinators, Ms. Ruthgail S. Balagso and Ms. Rose B. Pel-ey at telephone no. 074 (443-5981), or CP no. 0908-885-1425 or email them at hrdcsc14@yahoo.com.
 8. For information dissemination and guidance.


IRENE S. ANGWAY PhD, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent



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