



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

November 20, 2024

**DIVISION MEMORANDUM**  
**NO. 765 S. 2024**

**SEMINAR-WORKSHOP ON THE PROVISION OF TECHNICAL ASSISTANCE  
IN LITERACY AND NUMERACY INSTRUCTION**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Integrated, and Secondary Schools  
Schools Division Office Personnel

1. In line with the Prioritizing Literacy and Numeracy (PLN) Project, this office, through the Curriculum Implementation Division, shall conduct a seminar-workshop on the provision of technical assistance in literacy and numeracy instruction on December 19-20, 2024. The venue will be in the Division Multi-purpose Hall.
2. Specifically, this activity aims to:
  - a. provide in-depth orientation on literacy and numeracy as a foundational tool to help learners acquire the competencies required in every content area;
  - b. enhance instructional competence to strengthen the teaching of advanced skills of comprehension and analysis; and
  - c. to close achievement gaps and promote a learning culture.
3. The participants to this seminar workshop are Public Schools District Supervisors, Education Program Supervisors and School Heads.
4. Expenses relative to the conduct of this activity shall be charged against the NLC Fund subject to the usual accounting and auditing rules and regulations.



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5. Immediate dissemination of this Memorandum is desired.

**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent

Encl.: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

WORKSHOP  
CURRICULUM

LITERACY  
PROGRAM

NUMERACY

SEMINAR