



DIVISION MEMORANDUM
No. 3, S. 2016

To : Chiefs, SGOD & CID
Education Program Supervisors
Public Schools District Supervisors
Elementary Principals
Secondary Principals

From: 
RANDOLPH B. TORTOLA, CESO VI
Schools Division Superintendent

Subject: **PRE-RETIREMENT PLANNING SEMINAR-WORKSHOP**

Date: January 5, 2016

1. Pursuant to DepEd Order No. 81, s.1994 - Pre-Retirement Innovations and Options for Results (PRIOR), this Office announces the conduct of the **“One-Day PRE-RETIREMENT PLANNING SEMINAR-WORKSHOP”** on **January 27, 2015** at **TABES Place, Tibanga Highway, Iligan City**.
2. Participants to this training are DepEd personnel (teaching or non-teaching) ages 59 to 64. School Principals are required to submit the list of participants to the Office of the Superintendent on or before January 13, 2016.
3. The training will enable participants to:
 - a. Consider the key issues for them in retirement
 - b. List the opportunities that they hope to take in retirement
 - c. Discuss the ways in which they can make the most of their money in retirement
 - d. Consider if they wish to work (either paid or voluntary) in retirement and look at some ideas for doing so
 - e. Understand the importance of:
 - Making the most of their money in retirement
 - Keeping physically and mentally fit and to look at ways which they can do this.
 - Enjoying retirement
3. A registration fee of five hundred pesos (P500.00) shall be collected from each participant to cover lunch, 2 snacks, speakers' honoraria, venue and other training materials;
4. Enclosed is the matrix of activities for reference.
5. Compliance to this Memorandum is enjoined.

Encl: As stated

Reference: DO no. 81, s.1994

To be indicated in the perpetual index
under the following subjects

PRE-RETIREMENT PLANNING PROGRAM
TRAINING

MATRIX OF ACTIVITIES

PRE-RETIREMENT SEMINAR-WORKSHOP

VENUE: TABES Place, Tibanga Highway, Iligan City
January 27, 2016

TIME	ACTIVITY	PERSON/S INVOLVED
7:30 – 8:30	Registration	Secretariat C/o Erlinda N. Basmayor, PhD
8:30 – 9:15	Creating a Learning Environment	Rebecca P. Postrano, RGC, MLMEd Senior Education Program Specialist-HRD
9:15 – 10:30	Adapting to a different lifestyle – Coping with Change	Araceli Garcia, Ph.D Retired DepEd Secondary School Principal IV
10:30-12:00	GSIS & Retirement Benefits	GSIS Representative
12:00 – 1:00	LUNCH	
1:00 – 1:20	UNFREEZER	Erlinda N. Basmayor Education Program Specialist II –HRD
1:20 - 2:30	Financial Matters – Investment of Capital	Olga C. Alonsabe, PhD Assistant Schools Division Superintendent
2:30 - 3:30	Health – Quality of Life, Healthy Living	Fely T. Yu Retired DepEd Assistant Schools Division Superintendent
3:30 – 4:30	Life after DepEd	Delia Ladlad Retired DepEd English Supervisor
4:00 – 5:00	Wrap-Up/ Closing Program/Q&A	Rebecca P. Postrano, RGC, MLMEd Senior Education Program Specialist-HRD