

DIVIŻJONI TA' L-EDUKAZZJONI

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EDUCATION DIVISION

DEPARTMENT OF OPERATIONS

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LETTER CIRCULAR

Information: ✓

Action Required: ✓

Ref: OPS/29/2007

From: Director Operations

To: Heads of School (as per attached schedule only)

Subject: Training in New STS Software

Date: 28th March 2007

The SIS Training Centre within the Technology Education Department, is organizing a training course in the use of the **New STS Software** for school administration personnel.

IMPORTANT: Trainees are requested to bring with them printed students' information of one class. The information should include the Students' ID Card Number, resident address and one of their parents' ID Card Number.

Training, as per attached schedule, will be held at the SIS Training Centre, Maria Regina Girls' Junior Lyceum, Blata l-Bajda between 8.30 a.m. and 1.00 p.m.

Attendance and punctuality for training are of the utmost importance. In case of any queries or difficulties, Mr Anthony Agius Scicluna, teacher-in-charge at SIS Office, can be contacted on either 21224290 or 21224364 or sis.moed@gov.mt

**Alfred Mallia
Director Operations**

New STS Software Training Programme (APRIL 2007)			APRIL 2007	
			<i>Tue 17th</i>	<i>Wed 18th</i>
Janice Micallef	School Secretary	Dun G Zammit (Hamrun) Boy's JL	X	
Marquita Magri	Clerk	Dun G Zammit (Hamrun) Boy's JL	X	
J Spiteri	Acting Head	Guzeppi Agius Paola Primary A School	X	
Mary Anne Attard	Clerk	Maria Assumpta (Hamrun) Girls' Sec School	X	
Lillian Caligari	Clerk	Lorenzo Balbi Marsa Primary C School	X	
Josephine Briffa	Clerk	St Elmo Valetta Primary C School	X	
Grace Ann Buttigieg	Clerk	Guze Bonnici Sliema Primary C School	X	
Melanie Orsini	Clerk	Spizjar Guzeppi Agius Paola Primary B School	X	
Daniela Vella	Clerk	Sliema Boys Junior Lyceum	X	
Sabrina Farrugia	Clerk	Dun G Zammit (Hamrun) Boy's JL		X
Jaon Antide Farrugia	Clerk	Dun G Zammit (Hamrun) Boy's JL		X
Josephine Pace	Clerk	Dun Frans Camilleri Hamrun (SS) Primary C		X
Daniel Attard	School Secretary	Guzeppi Agius Paola Primary A School		X
Joelynn Muscat	School Secretary	Maria Assumpta (Hamrun) Girls' Sec School		X
Catherine Bugeja	Clerk	Prof. Kurunell Lorenzo Manche Boys' School		X
Patricia Moran	Clerk	Antonio Galea Floriana Primary C School		X
Theresa Salnitro	Clerk	Hookham Frere Pieta' Primary C School		X
Angele Galdes	Clerk	Spizjar Guzeppi Agius Paola Primary B School		X
Therese Gatt	Clerk	Sliema Boys Junior Lyceum		X