



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025-0373

To: Janette G. Veloso, EdD, CESO VI-Assistant Schools Division Superintendent  
Eduard C. Amoguis, EdD-Chief- Curriculum Implementation Division  
Reynaly G. Santos- Principal III-DCP-Kapalong West District  
All Elementary and Secondary School Heads of Kapalong West District  
All Others Concerned

Subject: **KAPALONG WEST ADMINISTRATOR MEETING**

Date: March 24, 2025

1. In line with the preparations for the upcoming Graduation and Moving Up Ceremony/Checking of Forms of Schools of Kapalong West District, Venue of meeting in Kapalong West District Office on March 26, 2025
2. Participants of these meetings are the school principal/School Heads in Face-to-Face modality.
3. Travel expenses relative to this activity shall be chargeable against local/ school funds subject to usual government accounting and auditing rules and regulations.
4. Furthermore, the Equal Opportunities Principle (EOP) shall always be observed in participating in this activity, where all individuals are fully recognized regardless of gender, religion, ethnicity, and political affiliations.
5. Immediate dissemination of this memorandum is desired.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent:

  
ROSALINDA N. DIONIO  
Administrative Officer V



CID-rgs  
Attached, as stated

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