



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-0515

To: Janette G. Veloso, CESO VI- ASDS
Eduard C. Amoguis- CID Chief
Clemente E. Timbal- PSDS- Sto. Tomas East District
School Heads of Sto. Tomas East District
All Non- Teaching Personnel of Sto Tomas East District
All Others Concerned

Subject: **CONFERENCE OF ALL NON-TEACHING PERSONNEL OF STO. TOMAS
EAST DISTRICT**

Date: May 23, 2025

1. This Office informs the field of the conduct of conference of all non-teaching personnel of Sto. Tomas East District on June 4, 2025, 9:00am to 3:00pm at Kinamayan Integrated School, Kinamayan, Santo Tomas, Davao del Norte.
2. Travel Expenses incurred in the activity shall be chargeable against School Maintenance and Other Operating Expenses (MOOE) subject to the usual accounting and auditing rules and regulations.
3. Everyone is enjoined to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set by this office.
4. Wide dissemination of this memorandum to all concerned is desired.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent

ROSALINDA N. DIONIO
Administrative Officer V



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