



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

FEDERAL DIVISION OF DAVAO DEL NORTE  
RECORDING SECTION  
**RECEIVED**  
Date: 01-04-2022  
By: [Signature] 9:43PM

Office of the Schools Division Superintendent

January 4, 2022

DIVISION MEMORANDUM  
No. 004, s. 2022

ADDENDUM TO DIVISION MEMORANDUM NO. 003, s. 2022  
RE: NEW SCHEDULE FOR THE DELIVERY OF DONATIONS FOR AFFECTED SCHOOLS DIVISION  
OFFICES IN CARAGA REGION DUE TO TYPHOON "ODETTE"

To: Assistant Schools Division Superintendent  
Chief, Schools Governance and Operations Division  
Concerned Division Section Heads  
Concerned School Heads

1. Herewith is an additional information of the Division Memorandum No. 003, s. 2022 dated January 4, 2022:
2. The Division is requesting **Mr. Ryan Ang** of the Planning and Research Office to join the team who shall be delivering the donations at Surigao del Norte Division Office, Surigao City on January 5-6, 2022.
3. Travel and other allowable expenses incurred shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. Everyone is enjoined to continually support and recognize the value of equality and diversity as well as ensure strict adherence to the health and safety protocols in all undertakings relevant to the activity.
5. For immediate dissemination.

**DEE D. SILVA, DPA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent:

[Signature]  
**REBECCA C. SAGOT**  
Asst. Schools Division Superintendent

