



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

DEPED DIVISION OF DAVAO DEL NORTE

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February 21, 2022

DIVISION MEMORANDUM

NO. 199, s. 2022

PRE-PLANNING MEETING ON THE PRIME – HRM AWARDING CEREMONY

TO: Rebecca C. Sagot – Chairperson, PRAISE Committee
Gay P. Taguiran – Secretariat, PRAISE Committee
Rochelle G. Opiana – Secretariat, PRAISE Committee
Liezl J. Moquia – Events Coordinator
Rosalinda N. Dionio – Administrative Officer V
Cheryl C. Rayon – Teacher I, Events Director

1. It is advised that all the above mentioned personnel shall attend the Pre-Planning Meeting on the Prime HRM Awarding Ceremony this coming March 1, 2022 at 9:30 in the morning at the Division Conference Hall.
2. The agenda of the meeting are the following:
 - a) Date and venue of the event
 - b) Theme for the event
 - c) Program flow
 - d) Participants of the event
 - e) Other matters.
3. Members shall strictly observe the health and safety protocols while attending the meeting.
4. Everyone is enjoined to continually support and recognize the value of equality and diversity during the conduct of the said meeting.
5. Please be guided accordingly.

[Signature]

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

