



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

23-01508
 SCHOOLS DIVISION OF DAVAO DEL NORTE
 RECORDS SECTION
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 Date: 11 JAN 2023 / 10:53 AM
 By: _____

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
CID-2023-0012


To: Eduard C. Amoguis, EdD, - Chief EPS CID
 Grace Santa Daclan, EdD -MATRIX EPS
 Divina P. Dela Cueva, EdD, -PSDS
 Elementary and Secondary School Heads
 District Administrative Assistant
 Sto Tomas East District

Subject: **STO. TOMAS EAST DISTRICT ADMINISTRATORS' MEETING**

Date: January 11, 2023

1. Please be informed that there will be an administrators meeting on January 12, 2023 8:00 a.m. at Casig-ang Elementary School, Casig-ang, Sto. Tomas, Davao del Norte to discuss the issues and concerns regarding the following:
 - a. Special Education Fund (SEF) project proposals
 - b. National Achievement Test (NAT)
 - c. MOOE liquidation and Request for Cash Advances
 - e. Others
2. The participants are required to strictly observe the health protocols as prescribed by the IATF during this time of pandemic.
3. It is expected that the Equal Opportunity Principle (EOP) Performance goals and requirements must be made to recognize universal equality of individuals regardless to gender, religion, ethnicity, and political affiliation relative to this activity.
4. Travel and other incidental expenses of the participants relative to the participation of this activity shall be charged to School's MOOE and/or any local funds subject to the existing accounting and auditing rules and regulations.
5. Wide dissemination of this memorandum to all concerned is desired.

ALLAN G. FARNAZO
 Director IV
 and concurrent Officer-In-Charge
 Office of the Schools Division Superintendent

For the Schools Division Superintendent

REBECCA C. SAGOT, CESO VI
 Assistant Schools Division Superintendent



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