



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

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**CID-2023-0026**

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

Subject: **STO. TOMAS EAST DISTRICT ADMINISTRATORS' EMERGENCY CONFERENCE**

Date: January 18, 2023

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1. Please be informed that there will be an Administrators' Emergency Conference on January 20, 2023 8:00 a.m. at Talomo Elementary School, Talomo, Sto. Tomas, Davao del Norte. The agenda will be the following:

- a. DDN Sports
- b. Weekly Reports Revisions
- c. MBWA Tool
- e. NAT Preparation Updates by School Heads
- f. Second Quarter Exam
- g. Diagnostic Test Result
- h. 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.



Address: **Mankilam, Tagum City, Davao del Norte**  
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5. Wide dissemination of this memorandum to all concerned is desired.

**ALLAN G. FARNAZO**

Director IV

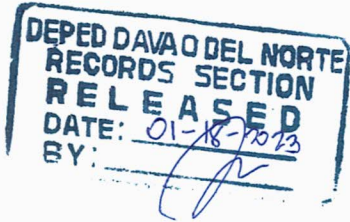
and concurrent Officer-In-Charge

Office of the Schools Division Superintendent

For the Schools Division Superintendent

  
**REBECCA C. SAGOT, CESO VI**

Assistant Schools Division Superintendent



CID/dpd



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