



Republic of the Philippines  
Department of Education  
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2023- 0257

To: Rebecca C. Sagot, CESO VI- ASDS  
Eduard C. Amoguis, EdD – CID Chief  
Ramel M. Pilo, SGOD Chief  
Eric P. Indie, EdD – PSDS, Sto. Tomas West District  
Clemente Timbal – PSDS, Sto. Tomas East District  
All Elementary and Secondary School Heads of Sto. Tomas

Subject: **SCHOOL HEADS' MEETING OF STO. TOMAS EAST AND WEST DISTRICTS**

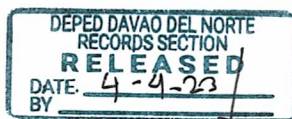
Date: April 4, 2023

1. Please be informed of the meeting of School Heads on April 4, 2023, 1:00 pm at Sto. Tomas National High School Conference Hall, Menzi Sto. Tomas Davao del Norte.
2. The purpose of the meeting is to discuss the following agenda:
  - a. 2023 DAVRAA Meet and
  - b. Others
3. Travelling and other incidental expenses is chargeable against local funds subject to the usual accounting and auditing rules and regulations.
4. All concerned are required to strictly observe the health protocol as prescribed by the Inter-Agency Task Force (IATF) on COVID 19 during this pandemic.
5. Everyone is highly encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by this office.
6. Immediate dissemination of this memorandum to all concerned is desired.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent;

**REBECCA C. SAGOT, CESO VI**  
Assistant Schools Division Superintendent



cid/epi

