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

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM  
SGOD-2023-0073

To: Assistant Schools Division Superintendent  
Chief Education Program Supervisor, CID  
Chief, Education Program Supervisor, SGOD  
Education Program Supervisors, CID  
Education Program Supervisor, SGOD  
Public Schools District Supervisors  
Concerned Public School Heads, Integrated, Elementary and Secondary Schools  
Concerned Division Section Heads

Subject: **Matrix of Activities in Relation to Division Meet 2023**

Date: March 1, 2023

In reference to Division Memorandum No. 0048 s. 2023 relative to the conduct of the Division Meet 2023 this coming March 10-12, 2023 at the Davao del Norte Sports and Tourism Complex, this Office informs all the concerned personnel of the following **Matrix of Activities in Relation to Division Meet 2023**:

<b>Activity</b>	<b>Date</b>	<b>Venue</b>	<b>Persons Involved</b>	<b>Station</b>
Hauling of Materials from Sto. Tomas to Davao del Norte Regional Sports Academy	March 3, 2023	Sto. Tomas - DNRSA	Albert Enano Jerry Ben Sasam Relieto Wate Christopher Pelicano	Casig-ang ES Magwawa IS Sto. Tomas NHS Marsman NHS
Decoration Making	March 4-5, 2023	DNRSA	Albert Enano Jerry Ben Sasam Relieto Wate Christopher Pelicano John Espeja Philip Mangansangan Jerome Penados Enrique S. Resco Rodel G. Medes	Casig-ang ES Magwawa IS Sto. Tomas NHS Marsman NHS Casig-ang ES Patel ES Patel ES Rizal IS New Visayas ES (Asuncion)
Installation of Decorations	March 8-9, 2023	Davao del Norte Sports and Tourism Center	Enrique S. Resco Rodel G. Medes Oliver Ponsades Marla Grace Abdulgani Girly Limbadan Elmer Gemar	Rizal IS New Visayas ES La Paz NHS New Corella NHS Tibi-tibi ES





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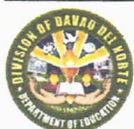
Technical-Run for the Opening Program	March 9, 2023	Davao del Norte Sports and Tourism Center	Liezl S. Josol Gay P. Taguiran Romela Pangandoyon Paul Arsolon Franklin Maynucas Joanna Mari Borbon Mary Grace Banzon Queen Claire Arena Jeremia Cubar Wendie Cagadas Julius Andrew Calicdan Joey Mamon Marianne Calma Rene Marco Sulamin Vivien Gaston Irvin Rey Abao Shemaiah Conception Ismael Ilagan Jr. Division Band	Division Office Division Office Division Office Division Office Division Office Division Office Division Office Division Office Sto. Tomas NHS Magwawa IS Kapalong NHS Kapalong NHS Sto. Tomas NHS Camoning ES Tubod NHS New Maligaya ES Sto. Tomas NHS ---
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Further, **no disruption** of classes shall be imposed in the conduct of the activity based on the DepEd Order No. 9 s. 2005 (Instituting Measures to Increase Engaged Time-On Task and Ensuring Compliance Therewith). Teachers who will take part in the activity are advised to prepare substitution forms duly signed but the School Principal.

The personnel involved in this activity are entitled to service credits for teaching personnel and compensatory overtime credits for non-teaching personnel for the services rendered during the weekends.

Travel and other incidental expenses incurred shall be chargeable against Local Funds subject to the usual accounting and auditing rules and regulations.

This office reiterates the strict observance of the IATF health protocols such as social distancing and wearing of face masks and face shield. In adherence to all policies, everyone is encouraged to continuously support and value equality and diversity (Equal Opportunity Principle) within the Department.





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Immediate dissemination of and compliance with this memorandum 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

SGOD/ncj

