



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

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RECORDS SECTION  
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**Office of the Schools Division Superintendent**

OFFICE MEMORANDUM  
SGOD-2022-045

To: Assistant Schools Division Superintendent  
Chief, Education Program Supervisor, School Governance and Operations Division  
Education Program Supervisor, School Governance and Operations Division  
All others concerned

Subject: **SGOD PLANNING CONFERENCE ON THE CRAFTING OF PUBLIC SERVICE CONTINUITY PLAN (PSCP)**

Date: December 5, 2022

The Department of Education Regional Office XI conducted a workshop on crafting the Public Service Continuity Plan (PSCP) with the Division DRRM Focal Persons. And to ensure that the crafting of the Division's PSCP will be implemented efficiently, the DRRM through the Schools Governance and Operations Division (SGOD) personnel shall take lead in the crafting and in ensuring the completion of the Division PSCP.

Anent to this, there will be a **Planning Conference on the Crafting of the PSCP** on **December 17, 2022**. The venue is yet to be determined and a separate memorandum shall be issued for this matter.

Travel and other allowable expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.


Further, Compensatory Overtime Credit (COC) shall also be granted for the services rendered during a Saturday. Attached is the list of participants for reference and guidance.

Everyone is enjoined to continually support and recognize the value of equality and diversity as well as ensure STRICT adherence to the health and safety protocols in all undertakings relevant to the activity.

For compliance.

**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 PLANNING CONFERENCE ON THE CRAFTING OF PUBLIC SERVICE  
CONTINUITY PLAN (PSCP)**

**List of Participants**

<b>NAME</b>	<b>POSITION</b>
RAMEL M. PILO	CHIEF SGOD
CRISTOPHER GONZALES	EPS
GAY TAGUIRAN	SEPS
ROMELA PANGANDOYON	SEPS
MELANIE MANDIN	SEPS
ARNEL LABASAN	SEPS
DANILO JR. LUMAYNO	EPS II
NORHAN JALMAANI	EPS II
MARY KRISTINE SAGOT	PDO II
ELVIN ANAJAO	PDO I
SUZANNE MARIE DACUYCUY	PLANNING OFFICER
ELIELOU JUMAWAN	DIVISION ENGINEER
MICHELLE EDHAO	ADAS
JAN GABERO	ADAS
MYRA UDI	ADAS

