



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2025-0335

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division (SGOD)
Chief, Curriculum Implementation Division (CID)
Education Program Supervisor, SGOD
Public Schools District Supervisors Concerned
School Heads Concerned
All Others Concerned

Subject: **ADDENDUM TO DIVISION MEMORANDUM SGOD-2025-0315 TITLED, CONFERENCE OF THE SGOD PERSONNEL, ADMINISTRATIVE ASSISTANTS, ADMINISTRATIVE OFFICERS AND CONTRACT OF SERVICE PERSONNEL**

Date: August 26, 2025

1. Please be informed that the scheduled conference on **August 27, 2025** at the **ALS Activity Center** in the Division shall be participated by **ALL Administrative Officers (AOs), Administrative Assistants (ADAS), and Contract of Service (COS) staff** in all schools, based on the schedule specified.
2. All other provisions in the previous memorandum shall remain in effect.
3. Immediate and wide dissemination of this memorandum is directed.


REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

Enclosed: As Stated
SGOD/cbg

