DIVISION MEMORANDUM
No. 315 s, 2017

To: ALL PUBLIC ELEMENTARY SCHOOLS
   ALL PUBLIC SECONDARY SCHOOLS
   This Division

From: ALLAN G. FARNAZO, PhD, CESO IV
   Regional Director IV, Concurrent SDS

Subject: Timelines in the Submission of General Payroll and
   Synopsis of the Duly Completed Basic or Action Research

Date: October 1, 2017

1. Enclosed is the Division Memorandum No. 511, s. 2017 issued by DepEd-
   Division of Misamis Oriental entitled Timelines in the Submission of General
   Payroll and Synopsis of the Duly Completed Basic or Action Research for your
   reference.

2. Basic or Action Research of elementary schools shall be submitted to Lina C.
   Bejiga, School Head of ESCCS while for secondary schools the same shall be
   submitted to Sonia E. Pagapuakan, School Head of ESCNHS on or before October
   6, 2017 and not later than 5:00 PM.

3. For information, guidance and strict compliance.

Copies Furnished:
Person Concerned
Records Section-Office Memorandum