



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

December 27, 2022

DIVISION MEMORANDUM

No. 569, s. 2022

**CAPACITY BUILDING AND TRAINING ROLLOUT ON PROGRAM
MANAGEMENT INFORMATION SYSTEM (PMIS)**

To:

Assistant Schools Division Superintendent
Kevin B. Asequia, PO III
Maricris P. Quismundo, SEPS, SMME
Stephanie P. Saligumba, Budget Officer III
Maricel B. Jangao, Accountant III
Rodrigo N. Valmoria Jr., BAC Secretariat
Alan T. Saculingan, Supply Officer
Anna Mae M. Atillo, HRMO II
John Franklin Dresser, Education Program Supervisor
Genevieve E. Lusterio, EPSVR, BAC Member
Sherrie R. Dungog, BAC-TWG

This Division

1. Relative to Regional Memorandum No. 796 s. 2022 re: **Capacity Building and Training Rollout on Program Management Information System (PMIS)**, you are hereby directed to attend the said training on January 18-20, 2023, from 9:00AM-5:00PM.
2. Expenses to be incurred while attending the said training shall be charged against the Division MOOE subject to the usual and existing accounting and auditing procedures, rules, and regulations.
3. Further, you are advised to bring laptop, extension wire, internet connectivity devices and others. This memorandum shall serve as your official travel order



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4. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decision and actions shall be based solely on the guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation

5. Immediate and wide dissemination of this memorandum is desired.

OLGA C. ALONSABE, PhD., CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

TRAINING
PROGRAM