



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

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**Office of the Schools Division Superintendent**

**February 21, 2023**

DIVISION MEMORANDUM  
No. 095, s. 2023

**ADDENDUM TO DIVISION MEMORANDUM NO.072 S. 2023**

To: Assistant Schools Division Superintendent  
Guidance Counselors  
Elementary & Secondary School Heads  
**This Division**

1. You are hereby directed to attend the review and crafting workshop of the School Improvement Plan for SY 2023-2025 on February 22-24, 2023 from 8:00 AM-5:00 PM at De Luxe Hotel, Cagayan de Oro City.
2. All expenses to be incurred from attending the said activity shall be charged to Division MOOE subject to the usual auditing and accounting procedures.
3. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decisions 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.





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

**VICTOR G. DE GRACIA JR., PhD, CESO V**  
Assistant Regional Director  
and concurrent Officer-In-Charge  
Office of the Schools Division Superintendent

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

WORKSHOP  
SCHOOL

