



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


27 Sept 2023

DIVISION MEMORANDUM  
No. 413, s. 2023

**PARTICIPANTS TO THE NATIONAL TEACHERS' MONTH CULMINATION IN  
BUTUAN CITY**

To: **CONNIEBEL C. NISTAL**, Assistant Schools Division Superintendent  
**MELANIE M. LIGUTOM**, School Principal II  
**WILMA B. OLAER**, Master Teacher II  
This Division

1. In connection to Regional Memorandum No. 0480, s. 2023, **Participation in the National Teachers' Month Culmination in Butuan City**, this Office directs the above-mentioned participants to attend the aforesaid activity on **October 5, 2023**.
2. Travel, food, accommodation, and other incidental expenses of the teacher participants will be covered by the divisions' funds. The Regional Office (RO) Personnel's expenses, including the accommodation of the superintendents and assistant superintendents, will be charged to RO funds, subject to the usual accounting and auditing rules and procedures.
3. This memorandum shall serve as the **Official Authority to Travel** of the identified participants.
4. This Memorandum adheres with the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
5. For information, guidance, and compliance.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

Encl.: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
ASDS/RCM TRAVEL ATTENDANCE



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 882-6326  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
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**Transforming Schools,  
Forging Partners**





Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO



September 5, 2023

REGIONAL MEMORANDUM  
 No. 0480, s. 2023

**PARTICIPATION IN THE NATIONAL TEACHERS' MONTH CULMINATION  
 IN BUTUAN CITY**

To: Assistant Regional Director  
 Schools Division Superintendents  
 All Others Concerned

1. Regarding **Memorandum OASOPS No. 2023** from Francis Cesar B. Bringas, assistant secretary for Operations, this Office has allotted the following number of participants for the upcoming **National Teachers' Month Culmination in Butuan City, on October 5** with the theme **"Together4Teachers."**

2. Below is the breakdown of participants:

SDO	No	SDO	No	SDO	No
Bukidnon	5	Iligan City	3	Oroquieta City	3
Cagayan de Oro City	12	Lanao Del Norte	5	Ozamiz City	3
Camiguin	3	Malaybalay City	3	Tangub City	3
El Salvador City	2	Misamis Occidental	5	Valencia City	3
Gingoog City	20	Misamis Oriental	30	Total:	100

3. To facilitate the participation of the teacher-delegates, the following guidelines shall be observed:

- a. The teacher-participants' involvement in the activity shall be Official Business. Make the necessary arrangements to ensure their absence does not disrupt the normal school operations;
- b. Each SDO is responsible for selecting the teacher-participants based on their dedication, commitment, and contributions to the teaching profession. Coordinate with the SEPS-HR to facilitate the process; and
- c. Submit the list of nominated teacher-participants using this link: <https://bit.ly/NWTDr10> not later than Friday, September 8.



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4. Attendance at the activity is mandatory for Schools Division Superintendents, Assistant Schools Division Superintendents, Assistant Regional Director, and Chiefs of Functional Divisions in the Region. The third-level officials are advised to don their gala barong uniforms accompanied by black pants for the upcoming event.

5. Travel, food, accommodation, and other incidental expenses of the teacher-participants will be covered by the divisions' funds. The Regional Office (RO) personnel's expenses, including the accommodation of the superintendents and assistant superintendents, will be charged to RO funds, subject to the usual accounting and auditing rules and procedures.

6. For additional information, please contact Chief Enerio E. Ebisa of the Human Resource Development Division (HRDD) at 0936-995-8478.

7. This Office directs the immediate and wide dissemination of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

To indicated in the Perpetual Index  
under the following subjects:

CELEBRATIONS NTD/WTD

RE: Participation in the National Teachers' Month Culmination  
in Butuan City, on October 5

HRDD/Ebisa

September 9, 2023

Dear Schools Division Superintendents,

This is a friendly reminder to all SDSs (Bukidnon, CdeO, Camiguin, El Salvador, & Ozamiz), who have not yet inputted the names of teachers for the NTD in Butuan City. The deadline for submission is last Friday, September 8.

Please ensure that the names are inputted through the provided link <https://bit.ly/NWTD10> where the allocation is stated.

Thank you for your immediate attention to this matter.

Best regards,

Dr. Arturo B. Bayocot, CESO III  
Regional Director