



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

Office of the Schools Division Superintendent

November 14, 2023

DIVISION OFFICE MEMORANDUM

No. 510, s. 2023

**ATTENDANCE TO THE NATIONAL TRAINING OF TRAINERS (NTOT)
ON THE PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)
SCHOOL-LEVEL PILOT TESTING**

To: KEVIN B. ASEQUIA
Planning Officer III
This Division

1. Pursuant to an Unnumbered Memorandum from OUA-OUT dated November 6, 2023, you are hereby directed to attend the conduct of the National Training of Trainers (NTOT) for PMIS School-Level Pilot Testing on November 20-24, 2023, within the National Capital Region to be conducted by the Planning Service-Planning and Programming Division (PS-PPD) and the Central Office Technical Working Group (CO-TWG).
2. All expenses to be incurred in the attendance of the said event shall be charged to the local funds subject to the usual accounting and auditing procedures and guidelines
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 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.


RANDOLPH B. TORTOLA
Schools Division Superintendent

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

