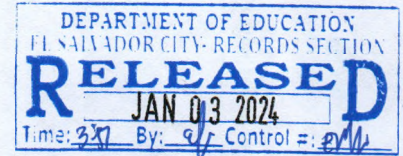




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

January 3, 2023


DIVISION MEMORANDUM

No. 005, s. 2024

**ATTENDANCE TO THE PROGRAM MANAGEMENT INFORMATION SYSTEM
(PMIS) WORKSHOP OF THE DIVISION OF CAGAYAN DE ORO CITY**

To: Assistant Schools Division Superintendent
SGOD & CID Chiefs
KEVIN B. ASEQUIA
This Division

1. Relative to the letter received from the Office of the Division Superintendent of Cagayan de Oro City dated January 2, 2024, you are hereby directed to attend the Program Management Information System (PMIS) workshop of the Division Office mentioned above as resource speaker at NEAP Hall, Lapasan Cagayan de Oro City from 8:00 AM-5:00 PM on January 4, 2024. This memorandum shall serve as your **Authority to Travel**.
2. 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.
3. 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:



Address: Zone 3, Poblacion, El Salvador City
Telephone No: (088) 555-0475
Website: www.depedelsalvadorcity.net
Email Address: elsalvador.city@deped.gov.ph

Transforming Schools,
Forging Partners

