DIVISION MEMORANDUM
NO. 740, s. 2016

TO: Chona A. Lasib  
    Digos City National HS  
Mae Laarni Torres  
    Digos City National HS  
Joan Gonzaga  
    DICNHS-Soong HS Annex  
Maria Layda Sagolili  
    Digos City National HS  
Frederick V. Dumagan  
    Matti National High School  

    Ely G. Cataluna  
    PSDS/Rizal Central ES  
    Ronilyn P. Nieves  
    EPS/Digos City Division  
    Jingle Navarez  
    Cor Jesu College  
    Glory Gragasain  
    SHS Stand Alone  
    Aileen Joy S. Martin  
    Digos City National HS  

FROM: DEE D. SILVA, DPA, CESO VI  
    Schools Division Superintendent  

SUBJECT: 4th Quarter Assessment with the Network of Guidance Counselors (NGCs) for the Implementation of Career Guidance Advocacy Program (CGAP)

DATE: November 28, 2016

1. Relative to the Letter Request from Mr. Henry Olaer Montilla, the DOLE Davao del Sur Provincial Head re: 4th Quarter Assessment with the Network of Guidance Counselors (NGCs) for the Implementation of Career Guidance Advocacy Program (CGAP), you are hereby advised to attend in the said activity on December 13, 2016 from 9:00 A.M. to 5:00 P.M. at Alyanna’s Function Hall, Lapu-lapu Street, Digos City.

2. It is advised that arrangement be made with the School Head so that classes will not be disrupted.

3. Travelling and other incidental expenses relevant to the attendance of the participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations and availability of funds.

4. Other details relative to the activity are contained in the attached Letter of Request.

5. Immediate dissemination of this Memorandum is desired.
November 15, 2016

DEE D. SILVA, DPA
Assistant Schools Division Superintendent
Department of Education
Digos City

Dear Ms. Silva:

This has reference to the 4th Quartet Assessment with the Network of Guidance Counselors (NGCs) for the implementation of Career Guidance Advocacy Program (CGAP).

May we respectfully request that the officers and members of the DepEd Davao del Sur Network of Guidance Counselors to attend the said activity on December 13, 2016 at 9:00 A.M. to 5:00 PM at Alyanna’s Function Hall, Lapu-lapu St., Digos City

List of Officers:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>School</th>
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<tbody>
<tr>
<td>President</td>
<td>Chona A. Lasib</td>
<td>Digos City National High School</td>
</tr>
<tr>
<td>V-Pres.</td>
<td>Boubert G. Dumagan</td>
<td>Heracleo Casco National High School</td>
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<tr>
<td>Secretary</td>
<td>Miraflor C. Perang</td>
<td>Sulop National High School</td>
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<tr>
<td>Treasurer</td>
<td>Mae Laarni Torres</td>
<td>Digos City National High School</td>
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<tr>
<td>Auditor</td>
<td>Avelino L. Yamomo</td>
<td>Matanao National High School</td>
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<tr>
<td>Business Auditor</td>
<td>Winnie C. Laydia</td>
<td>Ihan National High School</td>
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<tr>
<td>PIO</td>
<td>Glory Ann C. Mamac</td>
<td>La. Bala National High School</td>
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<td>Joan Gonzaga</td>
<td>Digos City National High School</td>
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Ronelyn Nieves: Education Program Supervisor
Maria Layda Sagolli: Digos City National High School
Jingle S. Navarez: Cor Jesu College
Joan O. Gonzaga: Digos City National High School
Ely G. Cataluna: Ruparan National High School
Mae Laarni Torres: Digos City National High School
Glory E. Gragasin: Ruparan National High School
Frederick V. Dumagan: Mati, Digo City (annex)
Aileen Joy S. Martin: Igpit National High School

Since Christmas time is here, let us feel and celebrate the season with love and generosity. Everyone is requested to bring a gift with a minimum amount of P200.00 for the exchanging of gifts.

Lastly, we would like to request that all expenses to be incurred during their official trip will be charged to your MOOE subject to the usual accounting and audit rules. As agreed
during our meeting, please be reminded also of your quarterly membership/registration fee of Four Hundred Pesos Only (Php 400.00) to be shouldered by your respective schools.

Thank you for your usual support and more power!

Very truly yours,

HENRY OLAER MONTILLA
Provincial Head