



Republic of the Philippines
Department of Education
Region XI
Division of Digos City
Digos City

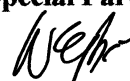


Division Memorandum
No. 642, s. 2017

To : Chief ES (OIC)- SGOD
Chief ES- CID
EPS/PSDS/Elementary School Principals/HTs/SICs

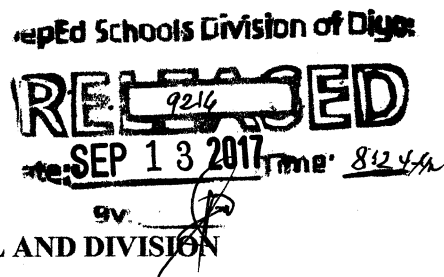
Attention:

DATU ROGER A. MANAPOL, EdD, P1V, DiCNHS
ZENAIDA G. GUYA, PSDS, Digos Occidental District
PATRIOTISO O. PENAS, PSDS, Digos Oriental District
ELY G. CATALUNA, PSDS, Mt. Apo District
SOLLIE B. OLIVER, EPS/Division IPed Focal Person
PETER PAUL DEIPARINE, HT,
JOVY SALISE, MT 1, Matti ES, Mt. Apo District
MYLENE G. SAMONTE, HT 111, Bagumbuhay ES
WILSON CATINGUB, HT, F. Alferez ES
JOEL CARTAJENA, HT, Balabag ES
AILYN JOY S. ALMACIN, Bagumbuhay ES
MARYCHELL S. MARIANO, F. Alferez ES
ALMA T. CAPUNO, A. Maniapao ES
GEOFFREY S. ANDRADE, Ruparan ES
JOYJEAN A. MABANDOS, Binaton ES
LORELAI ODIING, DMMES
JAVE ENDAR, DiCNHS
(with Special Participation of 5 Community Elders)

From : 
WINNIE E. BATOON, EdD
Officer-In-Charge
Office of the Schools Division Superintendent

Subject : **PRE-PLANNING MEETING FOR THE REGIONAL AND DIVISION
PANAGHIUSA FESTIVAL 2017**

Date : **September 11, 2017**



1. In view of the yearly observance of the National IPs Month Celebration every October, a Pre-Planning Meeting for the Regional and Division Panaghiusa Festival 2017 shall be held on September 15, 2017, at the New Division Office Conference Room, from 1:00pm to 5:00pm.
2. For those classroom teachers involved, the “**No-Disruption-of-Classes Policy**” as stipulated in DepEd Order No. 9, s.2005 entitled “**Instituting Measures to Increase Engaged Time-on -Task and Ensuring Compliance Therewith**” shall be strictly adhered to. In their instance, a shortened period is to be employed such that students’ contact time for classroom instruction is not shortchanged.
3. Similarly, school heads shall leave OICs to take charge of the school operations while they are out for the meeting.
4. Duly accomplished Authority to Travel shall be prepared one day prior to attendance in the said activity.
5. Travel, snacks and other incidental expenses are chargeable to IPed-PSF 2017(Division downloaded), subject to the usual accounting and auditing rules and regulations.
6. For information and compliance.