



October 5, 2017

DIVISION MEMORANDUM

No. 800 s. of 2017

**WORKING STAFF DURING THE CONDUCT OF
 2017 DIVISION SEMINAR-WORKSHOP IN ELEMENTARY MUSIC**

TO : **JOVY ALTAMERA**
 ADAS VI- DepEd Digos City Division

REMELYN VILLARUZ
 Teacher- Matti National High School

CECIL UY
 EPS II, HR-SGOD- DepEd Digos City Division

1. In connection with the conduct of the 2017 Division Seminar-Workshop in Elementary Music, which will be attended by the three (3) Districts, at Ramon Magsaysay Elementary School, you are hereby directed to attend as Facilitators in the said three-day activity, to wit:
 - October 7, 2017- Mt Apo District
 - October 14, 2017- Digos Oriental District
 - November 4, 2017- Digos Occidental District
2. Transportation and other expenses related to this activity shall be charged against school/local funds while meals and snacks are chargeable against HRTD Funds, all subject to the usual accounting and auditing rules and regulations.
3. Teaching and Non-teaching participants are entitled of Service Credits/Compensatory Overtime Credits (COC).
4. Immediate dissemination and compliance with this Memorandum is desired.

WINNIE E. BATOON, Ed.D.
 Officer In-Charge
 Office of the Schools Division Superintendent

Encls: List Enclosures
 References: DepEd Order
 To be indicated in the Perpetual Index under the following subjects:
 SUBJECT
 MAPEH-MUSIC
 presto: memorandum title
 10/05/2017

DepEd Schools Division Office
RELEASED
 11204
 Date: OCT 23 2017 Time: 9:00
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