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

Date: October 5, 2017

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

Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City
Telefax No.: 0825538396; 0825538376