DIVISION MEMORANDUM
No. 072, s. 2020

January 29, 2020

Replacement Facilitator for the O365 Training-Workshop for Teachers

To: Matti NHS School Head

1. This has reference to Division Memorandum No. 041, s. 2020 Re: O365 Empowerment Training-workshop for Teachers which will be conducted on three batches on January 31 to February 1, 2020, February 7-8, 2020 and February 21-22, 2020.

2. In line with this, Ms. Nella del Cruz is directed to facilitate the said training in lieu of Ms. Kim Fernandez who could not attend due to conflict of other activities.

3. Travel expenses will be charged to local funds, subject to the usual accounting and auditing rules and regulations.

4. For your information and guidance.

CRISTY C. EPE, CESE
Schools Division Superintendent

ENDS

List Enclosures

References:

To be indicated in the Perpetual Index under the following subjects:

ICT