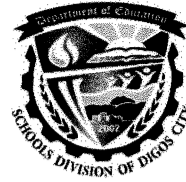




Republic of the Philippines  
**DEPARTMENT of EDUCATION**  
REGION XI  
**Schools Division of Digos City**  
City of Digos



January 31, 2017

DIVISION MEMORANDUM  
NO. 068, s.2017

**SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP) FOUNDATION COURSE  
TRANCHE 2 MODULES 1-3**

To: **Ms. Susan M. Taguiam**  
Master Teacher-II  
Soong Elementary School  
**Mr. Efren M. Durano**  
Master Teacher-I/SIC  
Dawis National High School

1. In lieu of Mr. Raquel Ramos and a School Head from Tagum City, you are hereby directed to attend the School Heads Development Program (SHDP) Foundation Course Tranche 2 Modules 1-3 which will be held on January 25-30, 2017, February 1-6, 2017 and March 1-7, 2017 at RELC-NEAP/LDC XI, Quirino Avenue, Davao City.
2. Meals, snacks and accommodation of the participant shall be charged to HRTD downloaded funds while travel expenses and other incidental expenses of the participant are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
3. For compliance and information.

**DEE D. SILVA, DPA, CESO VI**  
Schools Division Superintendent *DS*

DepEd Schools Division of Digo:

**RELEASED**  
1113

Date: **FEB 01 2017** Time: **11:15 AM**

By: *[Signature]*

For and in the absence of the SDS:

*[Signature]*  
**BEVERLY S. DAUUDANU, Ed.D**  
CID Chief  
Officer-in-Charge

RBD-HRD

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