



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
Division of Digos City




Office of the Schools Division
Superintendent

Telefax: (082) 553 – 8396; 553-8376

Division Memorandum

No. 594, s. 2017

To: Kristin Marie Y. Bejarin, Nurse II
Frances Millicent R. Durano, Nurse II
Reyzen O. Monserate, PDO, DRRM


From: WINNIE E. BATOQN, Ed. D.
Officer-in-Charge
Office of the Schools Division Superintendent

Subject: Additional Assignments for the Conduct of the Mass Training of Teachers (MTOT) for Senior High School on Common Topics

Date: August 31, 2017

As per Regional Memorandum No. 244, s. 2017, the conduct of the Mass Training of Teachers (MTOT) for Senior High School on common topics for this Division is on September 3-6, 2017, at Hotel de Crisbelle, Digos City.

In this connection, you are advised to provide support to the said training as to the following assignment, to wit:

Registration: Reyzen O. Monserate
Medic on Duty: Frances Millicent R. Durano (September 3,5, 2017)
Kristin Marie Y. Bejarin (September 4, 6, 2017)

Non- teaching staff involved in the training activities shall be entitled to Compensatory Time-Off (CTO) per Unnumbered Regional Memorandum dated June 19, 2017, re: Tentative Dates for the Conduct of the SHS Regional Training of Trainers, Mass Training of SHS Teachers (MTOT) for TVL Track, Academic Track and Common topics.

Travel and other relative expenses of the participants shall be charged against the local funds, subject to the usual accounting and auditing rules and regulations.

For information, guidance and compliance.

DepEd Schools Division of Digos
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BY: 