



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



**DIVISION MEMORANDUM**  
No. 759, s. 2018

August 23, 2018

**ADDITIONAL TECHNICAL COMMITTEE IN THE PREPARATION  
FOR THE DIVISION BENCHMARKING ACTIVITY**

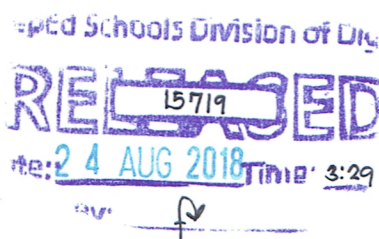
To: School Head- *MARAWER ELEMENTARY SCHOOL*  
Jay Mark M. Alocelja - Teacher

1. This office would like to request Jay Mark M. Alocelja, Marawer ES - school ICT Coordinator, to be a member of Division committee in preparation for the upcoming Division Benchmarking Activities.
2. The above personnel is hereby directed to report to Division Office on August 29, 2018 and coordinate with Stephen R. Pascual, IT Officer. They will be working to create the audio visual presentations for the Division Benchmarking Activity.
3. Transportation and other incidental expenses will be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. For information and immediate dissemination.

*For and In the Absence of*

**WINNIE E. BATOON, EdD**  
Officer in Charge  
Office of the Schools Division Superintendent

*capa/min*  
**MELANIE P. ESTACIO, PhD**  
Officer in Charge  
Office of the Assistant Schools Division Superintendent



Encls: List Enclosures  
References:  
To be indicated in the Perpetual Index under the following subjects:  
ICT