



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



September 17, 2018

**DIVISION MEMORANDUM**

No. 865, s. 2018


**Attendance of Selected Employees to the Training-Workshop  
 on Learning and Development Program of DepEd Regional Office XI**


To : Chief, Curriculum Implementation Division  
 Chief, School Governance and Operation Division  
 Head, Finance and Budget Section  
 Head, Human Resource Management Office

- Pursuant to an Unnumbered Regional Memorandum dated September 13, 2018, re: "Attendance of Selected Employees to the Training-Workshop on Learning and Development Program of DepEd Regional Office XI", this Office directs the following personnel to attend the said training on **September 19, 2018 (8:00am) at RELC-NEAP, Quirino Avenue, Davao City:**

Position	Name of Participants
1. EPS (CID)	Valeriano Y. Delos Reyes
2. EPS (CID)	Analiza C. Almazan
3. SEPS-HRD (SGOD)	Ronald B. Dedace
4. HRMO	Mark Castañares
5. Accounting Personnel	Danilo M. Ebol, Jr.

- Food and snacks of the participants shall be charged against HRD funds while transportation expenses shall be charged to local funds, all subject to the usual accounting and auditing rules and regulations.

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

DepEd Schools Division Office of Digos  
**RELEASED**  
 17820  
 Date: 18 SEP 2018 Time: 11:59  
 By: 

Encls: Unnumbered Regional Memorandum dated September 13, 2018  
 References: Unnumbered Regional Memorandum dated September 13, 2018  
 To be included in the Perpetual Index under the following subjects:  
 Curriculum Learning and Development Program Training  
 aca: Attendance of Selected Employees to the Training-Workshop on Learning & Development Program  
 date: September 17, 2018



Republika ng Pilipinas  
**KAGAWARAN NG EDUKASYON  
 TANGGAPANG PANREHIYON XI**  
 Lungsod ng Dabaw

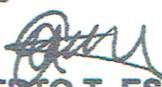


Address: F. Torres St., Davao City (8000)      Telefax Numbers: (082) 221-6147; 225-0816; (Trunkline) 225-8495  
 Website: <http://www.region11.deped.gov.ph> 221-1665; 224-0751; 224-0468; 225-0816; 221-3288; 225-8495; 291-1738; 222-2653;  
 224-0468; 224-0749; 221-7611; 224-0352; 224-0750; 225-8358; 224-0752

**MEMORANDUM**

**TO :** Schools Division Superintendents

**SUBJECT:** Attendance of Selected Employees to the Training-  
 Workshop on Learning and Development Program  
 of DepEd Regional Office XI

**FROM:**   
**ATTY. ALBERTO T. ESCOBARTE, CESO III**  
 Regional Director /<sup>a</sup>

**DATE:** September 13, 2018

DepEd Schools Division Office  
**RECEIVED** 17820  
 DATE: 14 SEP 2018 TIME: 3:12

1. The Department of Education Regional Office XI envisions to continuously improve itself and ensure quality standards in giving services to clientele, thus, a Training- Workshop on Learning and Development Program of DepEd Regional Office XI will be conducted at RELC-NEAP, Quirino Avenue, Davao City on September 17-21, 2018.

2. In view of this, the attendance of the following selected employees from the Schools Division Offices are hereby requested on September 19, 2018 at the stated venue with following schedules, to wit:

Division	Participants	Time Schedule
Davao City	2 EPS (CID) 1 SEPS-HRD (SGOD) 1 HRMO 1 Accounting Personnel	8:00- 11:00 A.M.
Panabo City		
IGACOS		
Tagum City		
Digos City		
Davao del Norte		1:00- 4:00 P.M.
Compostela Valley		
Mati City		
Davao Occidental		
Davao del Sur		
Davao Oriental		

DEPARTMENT OF EDUCATION ROXI  
 RECORDS SECTION  
**RELEASED**

By:  1609-5493

2. Food and snacks of the participants shall be charged against HRD funds, while transportation expenses shall be charged to local funds all subject to the usual accounting and auditing rules and regulations.

3. Immediate dissemination and compliance of this Memorandum is desired.

Fr: Office Memo/ L&D Internal Journey  
ROQ1/ROQ4/bsb