



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



**DIVISION MEMORANDUM**  
**No. 358, s.2020**

July 14, 2020

**PREPARATORY MONITORING OF PROGRAMS AND PROJECTS IMPLEMENTATION AND ATTENDANCE IN THE TURN-OVER OF PANGAGURAN PRIMARY SCHOOL BUILDING**

To: **FRANCIS JUDE D. ALCOMENDRAS**  
Administrative Officer V

**AIRON M. ALEJANDRO**  
Division Planning Officer

**HELEN N. FRANCONAS**  
Division Engineer

**ALL HEALTH PERSONNEL**

1. In light with the measures in the prevention and control of the Covid-19 virus through safety precautions and protocols, there will be a preparatory monitoring of the programs and projects implementation in the "new normal" situation.
2. In this connection, the above-mentioned names are directed to conduct the Preparatory Monitoring of PAPS and likewise attend the Turn-over of Pangaguran Primary School Building on July 15, 2020, 8:00 AM at Pangaguran Primary School, Sitio Pangaguran, Barangay Soong, Digos City.
3. Further, the activity is in coordination with Mr. Jonathan C. Almacin, School Head of Soong Elementary School, Digos City.
4. Ensure that the strict Health Protocols are implemented like wearing of face masks, social distancing 1-2 m away, hand wash with soap/ use of 70% ethyl alcohol during the conduct of the above-mentioned activity.
5. *Traveling and other incidental expenses* will be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
6. For information and compliance.

**CRISTY C. EPE**  
Schools Division Superintendent

Schools Division Office, Digos City  
RECORDS SECTION

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DATE: 24 JUL 2020 TIME: 3:28 PM  
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References:  
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SGOD Activity