



Republic of the Philippines
Department of Education
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023-591

To : **ELIZABETHA R. BUERON**
 Principal IV, Digos City National High School

Subject : **CORRIGENDUM TO DM-SGOD-2023-573 (RE. ATTENDANCE TO THE PENC 2023)**

Date : December 14, 2023

Relative to the enclosed DM-SGOD-2023-573, titled Attendance to the PENC 2023, this Office informs the field of the changes in the charging of expenses incurred by the participant.

Accommodation, travel, transportation and other incidental expenses **shall be charged to school funds, and NOT to the division funds** as stated in the original Memorandum.

For compliance.

For and in the absence of the SDS:

FRANCIS JUDE D. ALCOMENDRAS
 Administrative Officer V
 Officer-in-Charge

12/14/23

DepEd Schools Division of Digos City
 RECORDS SECTION

RELEASED
 23-113938
 DATE: DEC 14 2023 TIME: 3:11pm
 BY: *[Signature]*

Enclosed: As stated.
 SGOD/smm&e/cuy



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
 Telephone Nos.: (082) 553-8375; (082) 553-8396

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Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2023-593

To : **ELIZABETHA R. BUERON**
Principal IV, Digos City National High School

Subject : **ATTENDANCE TO THE PENC 2023**

Date : December 1, 2023

In reference to DepEd-OASOPS Memorandum 2023-A1060 titled *Invitation to the 2023 Private Education National Conference (PENC)*, you are hereby directed by this Office to participate in the said conference on December 12, 2023 at the Philippine International Convention Center, Pasay City.

Relative to this, you are advised to accomplish the template: bit.ly/47Av4ND not later than December 30, 2023. Compliance to the template shall ensure inclusion in the regional level listing to be considered as official participant. You are also required to confirm their attendance on or before December 5, 2023 thru the link: bit.ly/2023PENC.

Since it is a whole day live-out activity, snacks and lunch shall be charged against PEO funds. Accommodation, travel, transportation and other incidental expenses shall be charged to Division funds, subject to the usual government accounting and auditing rules and regulations.

Kindly refer to the enclosed OASOPS Memorandum for more details.

For your guidance and compliance.

Melanie P. Estacio
MELANIE P. ESTACIO

Office of the Schools Division Superintendent
Asst. Schools Division Superintendent
Officer-in-Charge

[Signature]

Enclosed: As stated.
SGOD/smm&e/cuy

Schools Division Office of Digos City
RECORDS SECTION
RELEASED
23-11296
DATE: DEC 06 2023 TIME: 1:12 PM
BY: *[Signature]*



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