



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**  
**DIVISION MEMORANDUM**

SGOD-2025-290

To : Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Administrative Officer V  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads and Teachers of Public  
Elementary and Secondary Schools

Subject : ADDENDUM TO THE DIVISION MEMORANDUM SGOD-2025-290  
RE: CONDUCT OF RESEARCHMIND: EMPOWERING LEADERS' AND  
TEACHERS' COMPETENCIES IN RESEARCH

Date : June 6, 2025

In reference to the attached Division Memorandum re: "Conduct of ResearchMind: Empowering Leaders' and Teachers' Competencies in Research", on June 10, 2025 (Division Conference Room, 8:00-5:00 PM), and June 11, 2025 (DICNHS AVR, 8:00-5:00 PM), this Office directs the following teachers to attend in the activity as additional participants:

1. Jesmarie S. Peñol, Teacher III, DICNHS
2. Alexis John Villahermosa, Teacher I, Marawer ES
3. Dem Rose Joy A. Parisan, T-II, DCSHS

Teacher-participants shall be granted vacation service credits (VSC) equivalent to the actual days of service rendered during school breaks, as applicable, in accordance with DO 9, s.2025 and CSC and DBM Joint Circular No. 2, s.2024.

Meals for the participants will be charged to the Division-HRTD funds. Participants are also advised to bring their laptops and extension cords.

For information, guidance, and compliance.

  
**MELANIE P. ESTACIO, PhD, CESO VI.**  
Schools Division Superintendent

100Ed Schools Division of Digos City

RECORDS SECTION

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BY: 

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Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
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Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**  
**DIVISION MEMORANDUM**  
SGOD-2025-290

To : Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Administrative Officer V  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads and Teachers of Public  
Elementary and Secondary Schools

Subject : ATTENDANCE IN THE CONDUCT OF "RESEARCHMIND:  
EMPOWERING LEADERS AND TEACHERS' COMPETENCIES IN  
RESEARCH"

Date : May 26, 2025

In reference to the attached DepEd Order No. 16, 2017, re: "Research Management Guidelines", this Office directs the selected personnel (Annex- Participants) to attend in the conduct of "ResearchMind: Empowering Leaders and Teachers' Competencies in Research", on June 10, 2025 (Division Conference Room, 8:00-5:00 PM), and June 11, 2025 (DICNHS AVR, 8:00-5:00 PM).

Teacher-participants shall be granted vacation service credits (VSC) equivalent to the actual days of service rendered during school breaks, as applicable, in accordance with DO 9, s.2025 and CSC and DBM Joint Circular No. 2, s.2024.

Meals for the participants will be charged to the Division-HRTD funds. Participants are also advised to bring their laptops and extension cords.

For information, guidance, and compliance.

For and in the absence of the  
Schools Division Superintendent

*[Signature]* 5/27/25  
**SOLLIE B. OLIVER, JD, MATE**  
Chief ES, SGOD  
Officer-In-Charge

DepEd Schools Division of Digos City  
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DATE: MAY 27 2025 TIME: 2:34 PM  
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