



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

March 11, 2024

DIVISION MEMORANDUM

No. 170, s. 2024

**SPECIAL MEETING WITH PUBLIC SCHOOLS DISTRICT SUPERVISORS,
SCHOOL HEADS, ADMINISTRATIVE OFFICER II, PROJECT
DEVELOPMENT OFFICER I, ADMINISTRATIVE
ASSISTANT III AND ADMINISTRATIVE
ASSISTANT II**

TO : Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
School Heads
Administrative Officer II
Project Development Officer I
Administrative Assistant III
Administrative Assistant II
All Concerned

1. In compliance with the DepEd Order No. 002, s. 2024 "Immediate Removal of Administrative Tasks of Public School Teachers" and Regional Memorandum No. 104, s. 2024 "Immediate Deployment of All Non-Teaching Personnel Intended for Schools", the SDO Calbayog will be having a special meeting with the Public Schools District Supervisor, School Heads, Administrative Officer II, Project Development Officer I, Administrative Assistant III and Administrative Assistant II (List of Non-Teaching Personnel in Division Memorandum No. 148 s. 2024) at Division Conference Hall on March 13, 2024:

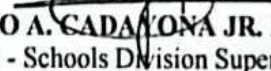
- | | |
|--|-----------------------|
| a. Calbayog District 1 to 6 | - 9:00 AM to 12:00 NN |
| b. Oquendo District 1 - 3
Tinambacan District 1 - 3 | - 1:30 PM to 4:30 PM |

2. The activity aims to ensure that all concerned are informed and updated with the issuances and mandates relative to the deployment of the school-based personnel.

3. This Memorandum shall serve as the Travel Order of the participants.

4. Immediate dissemination of and strict compliance with this Memorandum are desired.




MARGARITO A. CADAFIONA JR. PhD, CESO VI
OIC - Schools Division Superintendent



P2 Brgy. Hamorawon, Calbayog City, Samar
(055) 530-0059 | bit.ly/depedcalbayog
calbayogcity.division@deped.gov.ph

