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

April 16, 2024


DIVISION MEMORANDUM

No. 246, s. 2024

**UPDATES TO DM NO. 035, S. 2024 RE CONDUCT OF "ADVANCED
ORAL AND WRITTEN COMMUNICATION SKILLS TRAINING
AND ONBOARDING OF NEWLY-HIRED
NON-TEACHING PERSONNEL"**

TO: Assistant Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary & Secondary School Heads
Unit/Section Heads
All Others Concerned

1. This Office announces that the new schedule for the conduct of *Advanced Oral and Written Communication Skills Training and Onboarding of Newly-hired Non-teaching Personnel* is on May 14-17, 2024 at the Division Conference Hall.
2. Further, there will be a coordination meeting with the *Resource Persons* and Technical Working Group (TWG) on May 13, 2024 at the same venue above.
3. The rest of the provisions stipulated in DM Nos. 305, s. 2024 are still enforced.
4. For immediate dissemination and guidance of all concerned.


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