



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V - BICOL

TANGGAPANG PANSANGAY NG CATANDUANES

UNNUMBERED MEMORANDUM
SGOD-DRRM-UM-08-01-2024/MALV

TO : Assistant Schools Division Superintendent
Chief Education Supervisor, CID and SGOD
Public Schools District Supervisors/In-Charge of the Districts
Concerned Elementary and Secondary School Heads
All Others Concerned

FROM : By Authority of the Schools Division Superintendent


EVA TOLENTINO
Administrative Officer V
Officer-In-Charge

SUBJECT : **PREPARATION FOR CONTINGENCY PLANNING TRAINING OF TRAINERS**

DATE : August 1, 2024

1. In preparation for the Contingency Planning Training of Trainers this coming August 5-9, 2024, the personnel listed below are to report on August 4, 2024, Sunday, at Queen Maricel Inn to prepare the venue and necessary materials that will be needed for the training and shall be granted **Compensatory Overtime Credit equivalent to 1.5 days**.

Name	Office
Maria Audrea L. Vivo	SGOD
Joy Suaviso	SGOD - COS
Andrelie T. Lumbao	SGOD - COS
Eliezer Vargaz	ADMIN GS - COS

2. For immediate dissemination and compliance.



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