



November 18, 2016

DIVISION MEMORANDUM

No. 539 s. 2016

TO: MARIFE D. BALABA
CATHERINE ANNE B. ORASAN
JEWEL GAYLE L. PACULBA
STACYKITZ J. DAGBAY
VERA DEREKA O. OREDINA

This Division

FROM: **CHERRY MAE L. LIMBACO, PhD., CESO V**
Schools Division Superintendent

SUBJECT: **TRAINING ON THE REVISED RULES OF PROCEDURE OF THE DEPARTMENT OF EDUCATION IN ADMINISTRATIVE CASES (DO No. 49, s. 2006)**

1. The DepED Division of Misamis Oriental- Legal Section shall conduct a training on the above subject on the following dates:

Date	Participating Districts
November 22, 2016	Magsaysay to Lagonglong
November 23, 2016	Balingasag to MOGCHS
November 24, 2016	Opol to Lugait

2. The members of the working committee shall man the training from November 22-24, 2016.
3. Participants are hereby requested to join the training during their designated schedule. Training will be from 8:30 am to 4:30 pm. Venue to be announced.
4. Meals of the participants shall be charged against Division Funds while travel and other incidental expenses will be charged against Local Funds subject to the usual accounting and auditing rules and regulations.
5. Wide and immediate dissemination of this Memorandum is hereby enjoined.

Very truly yours,

CHERRY MAE L. LIMBACO, Ph. D., CESO V
Schools Division Superintendent