



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Office of the Schools Division Superintendent

17 October 2023

**DIVISION MEMORANDUM**  
No. 631 s. 2023

**ADDENDUM TO DIVISION MEMORANDUM 551, S. 2023**  
**RE: ENHANCEMENT TRAINING-WORKSHOP ON ICT WORKPLACE**  
**PRODUCTIVITY TOOLS AND APPLICATION FOR NON-TEACHING PERSONNEL**

To: **Public Schools District Supervisors/In-Charge**  
**School Heads**  
**Administrative Officers**  
**Other Selected Employees**  
This Division

1. Relative to Division Memorandum No. 551, s. 2023 entitled **“Enhancement Training-Workshop on ICT Workplace Productivity Tools and Application for Non-Teaching Personnel** scheduled on October 18-20, 2023, please be informed that the online training is postponed until further notice.
2. The new schedule of training will be posted through a separate Memorandum.
3. For queries and concerns, please coordinate with Irish Karylle D. Monte (SEPS-HRD) through email [irishkarylle.monte@deped.gov.ph](mailto:irishkarylle.monte@deped.gov.ph).
4. Wide and immediate dissemination is hereby enjoined.

  
**EDILBERTO L. OPLENARIA, EdD, CESO V**  
Schools Division Superintendent

Encls.: As stated

References: *None*

To be indicated in the Perpetual Index  
under the following subjects:  
PROFESSIONAL DEVELOPMENT  
ONLINE TRAINING  
NON-TEACHING PERSONNEL

SGOD, HRD-i.monte



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