



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X



DIVISION OF MISAMIS ORIENTAL

Cagayan de Oro City

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December 4, 2014

MEMORANDUM

No. 299.....2014

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

Re: **MIS DATA PROCESSING TRAINING WORKSHOP FOR EXISTING DALSCs, MOBILE TEACHERS**

1. Computer technology nowadays is very useful in everything we do especially in data processing, data reporting, data presentation and analyzing. In this, the Alternative Learning System (ALS) of this division will conduct the MIS DATA Processing Training Workshop for existing District ALS coordinators, Mobile Teachers, IP teacher on December 18, 2014 at Koresco Hotel, Cagayan de Oro city.
2. In view of this, *you are requested to attend* to this training workshop and please bring laptop and extension wires and your soft copy of your MIS DATA 2014.
3. Travel, food, advocacy materials, supplies and other incidental expenses shall be charged to Division BOT ALAM Funds subject to usual accounting and auditing rules and regulations.
4. For you information and compliance.

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