




MEMORANDUM

Series 2018

TO : **Aileen Dabon- Principal I, Talisayan Central School**
Merlinda Ilago- Principal I, Misamis Oriental NHS
Reina Marie Ebisa- Principal I, Portulin NHS
Robert Asis- Headteacher, Gracia ES
Hideliza Mercado- Headteacher, Danao ES
This Division

FROM : 
RANDOLPH B. TORTOLA
Schools Division Superintendent

SUBJECT : **CHANGE OF SCHEDULE OF THE SCHOOL HEADS**
DEVELOPMENT PROGRAM (SHDP) APPLICATION PROJECT
MOCK PRESENTATION

DATE : February 8, 2018

1. Please be informed that the mock presentation originally scheduled on February 12, 2018, 2:00pm is moved to **February 13, 2018, 10:00am** at the Conference Hall, 3rd Floor, DepEd Mis Or- Division Office.
2. Travelling expenses in attending the mock presentation shall be charged to local MOOE subject to the usual accounting and auditing rules and regulations.
3. For your guidance and compliance.