




Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL

MEMORANDUM

Series 2018

TO : **Edelin Guerero** - Naawan District
Joana Amomompong - Naawan District
This Division

FROM :  **RANDOLPH B. TORTOLA**
Schools Division Superintendent

SUBJECT : **2-DAY DIVISION TRAINING ON KINDERGARTEN INSTRUCTION**

DATE : August 23, 2018

1. Relative to the conduct of the **2-Day Division Training on Kindergarten Instruction** on August 30-31, 2018 at Country Village Hotel, Cagayan de Oro City, you are hereby directed to attend the said training as replacement and additional participant to wit;

Participant	Remarks
Edelin Guerero	Replacement of Shiela Dadan
Joana Amomompong	Additional Participant

2. Meals and accommodation shall be charged to Division Regular INSET Funds while travel and other related expenses of participants shall be charged to School downloaded funds subject to the existing, accounting, and auditing policies, rules and regulations.
3. For your guidance and compliance.

RBT/rom/ikm