




Republic of the Philippines  
**Department of Education**

**DIVISION OF MISAMIS ORIENTAL**

**MEMORANDUM**

series 2019

TO : **GORGONIA C. JANA O** - **Vicente NCMCS**  
**MARILOU F. FABRIA** - **Laguindingan CS**  
**SHEILA MAE C. BALACUIT** - **MOGCHS**

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

SUBJECT : **PRE-WORK ACTIVITY FOR THE DIVISION TRAINING ON CYBER SAFETY FOR SPG/SSG ADVISERS**

DATE : September 11, 2019

1. You are hereby directed to attend the pre-work activity for the upcoming Division Training on Cyber Safety for SPG/SSG Advisers on **September 27, 2019 (Friday), 1:00pm** at the Division Office Conference Hall. This is in preparation for the upcoming training. Topics for the training will be discussed and as well as the materials needed.
2. Travel, meals, and other related expenses incurred on September 27, 2019 shall be charged to local funds/school MOOE subject to the usual accounting rules and regulations.
3. Please be guided accordingly.

RBT/HRD/rom/Lachica