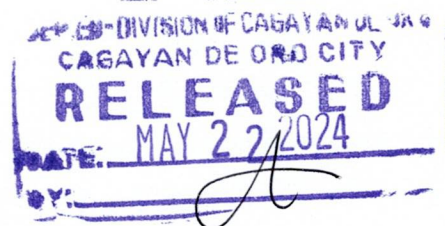




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

21 May 2024

OFFICE MEMORANDUM
No. 88 s.2024

TO: ROCHELLE A. LUZANO
EPS, LR Manager/EsP Coordinator

**NATIONAL ORIENTATION ON THE NATIONAL TRAINING OF TRAINERS AND
REGIONAL MANAGEMENT TEAM PLANNING**

1. Pursuant to Regional Memorandum 0340, s. 2024 dated May 13, 2024, you are hereby directed to attend the activity on May 28-31, 2024 at the National Capital Region.
2. Travel and other incidental expenses shall be charged to local funds, subject to usual accounting and auditing rules and regulations.
3. Service credits or compensatory time-off (CTO) shall be granted for working days that will fall on holidays or weekends in accordance with the CSC and DBM Joint Circular No. 2, s. 2004.
4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
5. Immediate compliance with this Memorandum is desired.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
To be indicated in the Perpetual Index
under the following subjects:

ESP

PLANNING

YOUTH FORMATION

RAL-/OM- national orientation on the national training of trainers and regional management team planning
May 21, 2024



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