



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

RECEIVED
CAGAYAN DE ORO CITY
RELEASED
DATE: JUN 02 2025

Office of the Schools Division Superintendent

02 June 2025

DIVISION MEMORANDUM
No. 926 s.2025

WALKTHROUGH AND PREPARATION FOR THE DIVISION TRAINING OF TRAINERS (DTOT) ON ASSESSORS TRAINING AND DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT

TO: Shirley A. Merida
Maurita Donasco
Mark John Gabule
Elizer O. Teruel
Celso S. Pagulon
Derrold Marl S. Aves
Mary Caress Tagud-Galono
This Division

1. In preparation for the upcoming **Division Training of Trainers (DTOT) on Assessors Training and Deepening on Classroom Observation and Portfolio Assessment** scheduled for **August 4-8, 2025**, a **walkthrough and preparation meeting** is hereby scheduled on **June 4, 2025 (Wednesday) at 1:00 PM** at the **Division Office Board Room**.
2. This meeting aims to ensure that all assigned speakers, SEPS, and EPS II are fully briefed and aligned on their roles, responsibilities, and the expected outputs for the DTOT.
3. Please prepare to discuss your presentations, needed materials, and any technical support required for your sessions. Your presence and active participation in this meeting are crucial to the success of our upcoming DTOT.
4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
5. This Office directs immediate and wide dissemination of this Memorandum.


ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	1 of 2



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

Office of the Schools Division Superintendent

Encl.: None

Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

LEARNING AND DEVELOPMENT

DM052-SGOD-HRDS-MCTG / WALKTHROUGH IN PREPARATION FOR THE DIVISION TRAINING OF TRAINERS (DTOT) ON ASSESSORS TRAINING AND DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT
June 2, 2025

Competence
Diligence
Outstanding Integrity



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@depd.gov.ph
Website: <https://depdcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	2 of 2