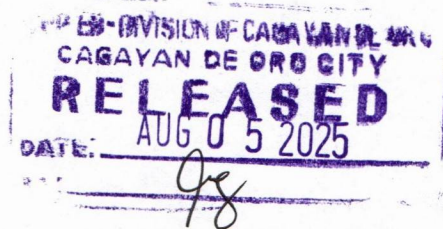




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE



Office of the Schools Division Superintendent

4 August 2025

DIVISION MEMORANDUM

No. 642 s. 2025

**Pre-Work Meeting of the TWG for EPP/TLE Elementary & Secondary Teachers
on the Preventive Maintenance of H.E. Facilities & TVL Equipment**

To: Assistant Schools Division Superintendent
Division Chiefs CID and SGOD
Curriculum and Implementation Division Personnel
Schools Governance and Operations Division Personnel
Secondary School Heads

TWG :Ms Aileen Maghuyop -P1 PNROA Sr. NHS
Ms Jennifer Espina-P2 FWES
Roshelle Luzano - EPS LRMDs
Ms Kim S. Marcial -MT 1 Kauswagan NHS
Rodel Megollas -Planning Officer
James Sijo - I.T.O.

THIS DIVISION

1. You are hereby advised to attend the pre work conference on August 5, 2025 3:00 in the afternoon at the Division BOARD ROOM upper Balulang, Cagayan de Oro.
2. This activity aims to discuss topics and priority needs of the teachers and discuss on the Preventive maintenance of Home Economics facilities & TVL equipment.
3. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment is accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
4. This Office directs immediate and wide dissemination of this Memorandum.


ROY ANGELO E. GAZO



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Doc. Ref. Code		Rev	
Effectivity		Page	1 of 2