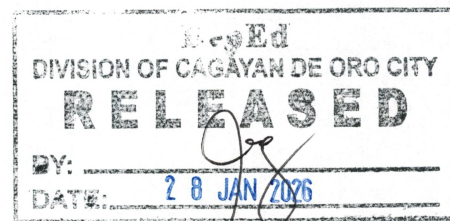




Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



27 Jan 2026

DIVISION MEMORANDUM

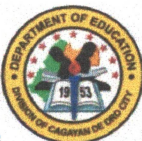
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ATTENDANCE TO THE NATIONAL PLANNING CONFERENCE 2025

TO: **BEVERLY ANNE E. NICOLASORA**
SEPS – Planning and Research

RODEL S. MEGOLLAS
Division Planning Officer III

1. This Office informs all concerned that the **Senior Education Program Specialist (SEPS) for Planning and Research** and the **Division Planning Officer III** are hereby authorized to attend the **National Planning Conference 2025** to be held on **February 2–6, 2026**, at the **Almont Inland Hotel, Butuan City**.
2. The conference aims to enhance the competencies of planning and research personnel in aligning division-level plans, programs, and projects with national priorities, policy directions, and performance frameworks.
3. Participation in this activity will enable the Division of Cagayan de Oro City to gain updated guidance on education planning, monitoring, and evaluation, and to integrate best practices into division planning and research initiatives.
4. Travel and other incidental expenses relative to the attendance of the said activity shall be charged against available local funds, subject to the usual accounting and auditing rules and regulations.
5. 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.



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6. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: None

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

COMMUNICATION RESEARCH PLANNING
DM007-SGOD-PR-BASEN/ attendance to the national planning conference 2025
January 27, 2026