

Republic of the Philippines

Department of Education

Cordillera Administrative Region
SCHOOLS DIVISION OF ABRA

Office of the Schools Division Superintendent



January 25,2023

Division Memorandum No. 054s.2023

ATTENDANCE OF THE SDO ABRA PERSONNEL TO THE INSTALLATION OF THE NEW OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT OF TABUK CITY

To: Jan Nowel E. Peṇa Ronald T. Marquez, PhD Pedro B. Talingdan Jr. Rhoda P. Asencio

- Anchored on the legal bases such as a.) DepEd Order no. 022 s. 2019, on the Guidelines of Official Local Travels in the Department Education, specifying that the presence of the official/employee is essential to the outcome of the activity and b.) DepEd Order no. 043 s.2022 stating that the absence of the official or employee from the Permanent Official Station will not hamper the operational efficiency of his office.
- 2. Since there are assigned workforce to man office processes, the mentioned personnel will attend the Installation Program of Mr. Jan Nowel E. Pena, An Abrenio and employee of this office as the OIC-Office of the Assistant Schools Division Superintendent on January 26-27, 2023 at the City Division Office of Tabuk, Kalinga.
- As recommended by the Regional Director of DepEd CAR, the
 attendance of the said employees shall show support and love to the
 achievement of their fellow Abrenio designated to perform the task of
 a third level position in the Department.
- The activity entitles the attendees to defray their expenses incurred for the official travel and/or the hiring of vehicles from the SDO funds.
- 5. For information and guidance.

BENILDA MI DAYTACA, Edd CESO VI

Schools Division Superintendent

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