



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
NO. 345, s. 2022

SEP 09 2022

**RESCHEDULE OF THE CONDUCT OF TRAININGS, WORKSHOPS, SEMINARS,
AND PARTICIPATION TO MEETINGS AND OTHER ENGAGEMENTS THAT
WILL REQUIRE OFFICIALS AND EMPLOYEES TO LEAVE
THEIR WORK STATIONS**

To: Asst. Schools Division Superintendent
Chiefs, CID & SGOD
Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 669, s. 2022 RE: Reschedule of the Conduct of Trainings, Workshops, Seminars, and Participation to Meetings and Other Engagements that will Require Officials and Employees to Leave their Work Stations, which is self-explanatory.
2. Widest dissemination of and compliance with this Memorandum are desired.

NICASIO S. FRIO, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent





Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

SEP 05 2022



REGIONAL MEMORANDUM

No. 669 s. 2022

**RESCHEDULE OF THE CONDUCT OF TRAININGS, WORKSHOPS, SEMINARS,
AND PARTICIPATION TO MEETINGS AND OTHER ENGAGEMENTS THAT
WILL REQUIRE OFFICIALS AND EMPLOYEES TO LEAVE
THEIR WORK STATIONS**

To: Schools Division Superintendents
All Others Concerned

1. Attached is an Unnumbered Memorandum titled Reschedule of the Conduct of Trainings, Workshops, Seminars, and Participation to Meetings and Other Engagements that will Require Officials and Employees to Leave their Work Stations
2. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director 

Encl.: None
Reference: Unnumbered Memorandum
To be indicated in the Perpetual Index
under the following subjects:

CHANGE CURRICULUM EMPLOYEES OFFICIALS WORKSHOPS

DepEDROS-CLMD-EM-2020



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

AUG 30 2022

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MEMORANDUM

TO : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Division Chiefs
All Others Concerned

FROM: EPIMACO V. DENISING III *EPD*
Undersecretary and Chief of Staff

SUBJECT: RESCHEDULE OF THE CONDUCT OF TRAININGS, WORKSHOPS,
SEMINARS, AND PARTICIPATION TO MEETINGS AND OTHER
ENGAGEMENTS THAT WILL REQUIRE OFFICIALS AND EMPLOYEES
TO LEAVE THEIR WORK STATIONS

DATE: August 22, 2022

In light of DepEd Order No. 034 s. 2022, dated 11 July 2022, entitled *School Calendar and Activities for the School Year 2022-2023*, which provides that the School Year 2022-2023 shall formally start on Monday, 22 August 2022, all officials and employees are enjoined to devote their time and effort for the preparations of the smooth opening of classes.

In view hereof, it is advised that across all governance levels, the conduct of trainings, workshops, seminars and the participation to meetings and other engagements that will affect the conduct of classes and that will require officials and employees who are essential and have specific roles in the opening of classes to leave their respective offices, shall be suspended until 17 September 2022.

Only activities related to enrolment and opening of classes shall be allowed. Otherwise, the concerned office shall provide justifiable reasons, subject to the approval of the Regional Director for school and division office-initiated activities. For activities initiated by the regional offices, it must be for approval of the supervising Undersecretary. For Central Office initiated activities, the activity must be recommended by the Bureau Director, for onward submission to the supervising Executive Committee Official.

For guidance and strict compliance.

SEP 3 2022

EDU FILED DIVISION