

**Division Memorandum No. 368 s., 2018**

To: Chief Education Supervisors  
 Public Elementary and Secondary School Heads  
 Public Elementary and Secondary Non-Teaching Personnel  
 All Others Concerned

From: Office of the Schools Division Superintendent

Date: **November 12, 2018**

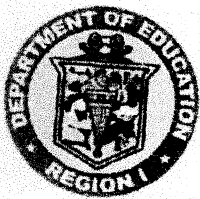
Subject: **ATTENDANCE AND PARTICIPATION TO THE REGIONAL TRAINING ON FINANCIAL LITERARY FOR NON-TEACHING PERSONNEL**

**RELEASED**  
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 DATE: 11-17-18  
 9:58  
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- In compliance with the Regional Memorandum No. 131, s. 2018 entitled, 'REGIONAL TRAINING ON FINANCIAL LITERARY FOR NON-TEACHING PERSONNEL,' the following SDO Non-Teaching Personnel are enjoined to attend and participate in the said learning and development program on **November 14-16, 2018** at **Puerto de San Juan Beach Resort, San Juan, La Union.**
- The following are the participants for SDO Dagupan City:

Name	Designation	Official Station
Christian Paul Espiritu	Nurse	Schools Division Office
Michael Urbano	Administrative Aide III	Schools Division Office
Mitchell Ian Adajar	Administrative Aide	Dagupan City National High School
Benigno Salazar	Administrative Officer II	Dagupan City National High School
Cresencio Caparas Jr.	Administrative Officer II	Carael National High School

- First meal is breakfast on Day 0 while the last meal shall be PM Snacks on Day 3.
- Board and lodging of participants shall be charged to 2018 HRDS Funds while their transportation and other incidental expenses shall be charged to division HRD Fund/Local Funds subject to usual accounting and auditing rules and regulations.
- Participants are requested to register online using this link:  
<https://deped.in/FinLinNTReg>.



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region I  
SCHOOLS DIVISION OFFICE  
DAGUPAN CITY



6. This memorandum will serve as the **AUTHORITY TO TRAVEL** of the aforementioned participants.

7. Please be guided accordingly.

**DR. LORNA G. BUGAYONG, CESO VI**  
Schools Division Superintendent

For and in the absence of the Schools Division Superintendent:

*Ann*  
**DR. LOURDES D. SERVITO, CESE**  
Assistant Schools Division Superintendent *gma*

Encl.: None

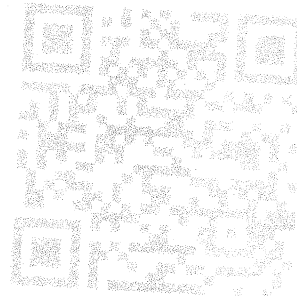
Reference: Regional Memorandum No. 122, s. 2018

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

HRD  
FINANCIAL LITERACY  
PROFESSIONAL DEVELOPMENT

MVR/DM on RT on Financial Literacy  
11/12/2018

Management  
System  
ISO 9001:2015



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