

Division Memorandum No. 308 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
 DEFED
 DATE: 11-19-18
 BY: [Signature] 9:58
 TW# 2199

- 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>.

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:


DR. LOURDES D. SERVITO, CESE
Assistant Schools Division Superintendent 

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