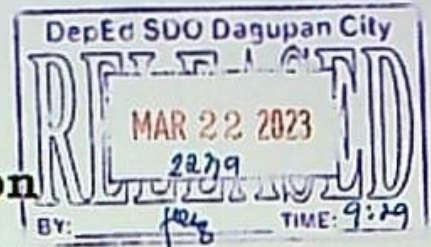




Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division Superintendent

**Division Memorandum**

No. 117 s. 2023

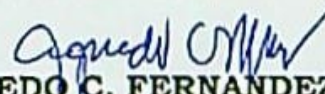
To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public School District Supervisors  
Unit/Section Heads  
SDO Dagupan City Personnel  
School Heads  
All Others Concerned

From: THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Date: 21 March 2023

Subject: **CONDUCT OF 1<sup>ST</sup> QUARTER STAFF MEETING CUM HRD PAPs MONITORING**

1. The Schools Division Office in Dagupan City will conduct the 1st Quarter Staff Meeting and HRD PAPs Monitoring on March 30, 2023, at the Division Training Center.
2. The morning sessions from 8:00 a.m. to 12:00 p.m. will be for SDO personnel, while the afternoon sessions from 1:00 p.m. to 4:30 p.m. will be for school heads. Please see the attached program.
3. All functional divisions are enjoined to prepare their forty-five (45) minute updates and reminders for SDO personnel and school heads. Presentations shall be submitted to HRDS personnel on or before March 29, 2023.
4. SDO Level HRD PAPs program managers or proponents for the first quarter are requested to prepare a three-minute presentation or AVP of the training they have conducted.
5. Also, all proponents are enjoined to bring and submit their learning and development proposals for NEAP and PRC accreditation during the meeting.
6. Immediate and widest dissemination of the contents of this memorandum is desired.

  
AGUEDO C. FERNANDEZ, CESO V  
Schools Division Superintendent

Reference:

Encl.:

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

HRD

Quarterly Monitoring





**MATATAG**

Bayang Miskabala Bayang Matataga



# STAFF MEETING

CUM HRD PAPs Monitoring



MAR 30, 2023

8  
AM

SDO Personnel

1  
PM

Field Staff

SDO Dagupan City  
Division Training Center



[www.depeddagupan.com](http://www.depeddagupan.com)



[www.dgupan.city@deped.gov.ph](mailto:www.dgupan.city@deped.gov.ph)