



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



Division Memorandum
No. 393 s. 2016

To : **SENIOR HIGH SCHOOL HEADS**
This Division

From : **NATIVIDAD R. BAYUBAY, CESO VI**
Officer-In-Charge
Office of the Schools Division Superintendent

Subject : **LEADERSHIP ENHANCEMENT TRAINING**

Date : 06 October 2016

1. In reference with Regional Memorandum No. 122, s. 2016 on the subject, this Office hereby directed the participation of all 29 SSG Presidents representing (the first 29) secondary schools implementing senior high school program to this event at Farmers' Haven, Dao, Pagadian City on October 16-18, 2016.
2. Each school head must note that SSG Adviser is not a qualified participant to this Leadership Enhancement Training. Moreover, you must be accountable of the safety and security of your participating SSG President in the whole duration of the activity. Child Protection Policy and Standards must at all times be uphold.
3. School heads are likewise informed to submit the name/s of the SSG President including contact numbers through email address jessie_elacan@yahoo.com on or before 14 October 2016.
4. Traveling and other incidental expenses of the participants shall be charged against SSG Developmental Fund subject to usual accounting and auditing rules and regulations.
5. For information and compliance.