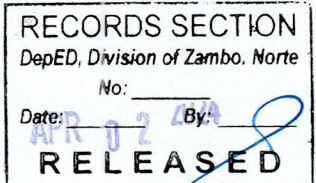




Republic of the Philippines  
**Department of Education**  
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Office of the Schools Division Superintendent



April 2, 2024

**Division Memorandum**

No. 206, s. 2024

**DESIGNATION AS TWG MEMBERS**

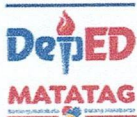
To: **Dr. Mary Jean P. Acedo**  
PSDS, Labason  
**Florante I. Galorio**  
Principal III, Labason Integrated School (Elementary)  
**Michael D. Alibangbang**  
Head Teacher I, Labason Integrated School (Secondary)

1. In view of the forthcoming Regional Schools Press Conference (RSPC), which shall be hosted by the Schools Division of Dipolog City on April 4-6, 2024, this office needs the services of your two teachers (Jenny J. Rodriguez, TI and Lester I. Rodriguez, province paid). Their function, among others, is to help in the distribution of the provisions for the journalists and coaches starting lunch of April 3, 2024 up to dinner of April 6, 2024.
2. It is expected that necessary steps shall be taken in consideration of their travel to Dipolog City. Besides, it is suggested that their teaching loads shall be properly dispensed with so as not to disrupt classes and to ensure learning continuity by providing the learners with the necessary modules, LASs, etc.
3. Travel and incidental expenses of these two teachers shall be charged to Local School Funds subject to the usual accounting, auditing rules and regulations.
4. For action.

For the Schools Division Superintendent:

**RAYMOND M. SALVADOR CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge

ID/fgj/2024 RSPC TWGs/04022024



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212- 5843  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph) Website: [www.depedzn.net](http://www.depedzn.net)  
FB: DepEd Tayo- Schools Division of Zamboanga del Norte