



Republic of the Philippines  
**Department of Education**  
Region XI  
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

April 22, 2024

**DIVISION MEMORANDUM**

No. 6090, s. 2024

**ORIENTATION ON THE IMPLEMENTATION OF DOCUMENT TRACKING SYSTEM  
2.0 (DTS) IN THE DIVISION OFFICE**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, CID and SGOD  
Public Schools District Supervisors  
School Heads  
All Concerned

1. Please be informed that the **ORIENTATION ON THE IMPLEMENTATION OF DOCUMENT TRACKING SYSTEM 2.0 (DTS) IN THE DIVISION OFFICE** will be held on April 24, 2024 from 1:00PM to 3:00PM via MICROSOFT TEAMS meeting link <https://tinyurl.com/DTSorient2024>.
2. Participants to this orientation are the School Heads, School Non-Teaching Personnel, or the Designated School HR.
3. Immediate dissemination of this Memorandum is desired.

**JINKY B. FIRMAN, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

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**RELEASED**

**APR 23 2024**

RECORDS SECTION - DO PANABO CITY  
BY

OSDS/ICTU/tod



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