



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**OSDS-2024-0168**

To : Assistant Schools Division Superintendent  
Chief ES, Schools Governance and Operations Division  
Chief ES, Curriculum Implementation Division  
Division Pag-IBIG Fund Coordinator

Subject: **INVITATION TO PAG-IBIG FUND COORDINATORS FORUM**

Date : November 29, 2024

Attached is the letter from Pag-IBIG Fund dated November 22, 2024 re: **Pag-IBIG Fund Coordinators Forum on December 06, 2024, Friday, at Molave Hotel, Osmena St., Magugpo, Tagum City, from 8:30 AM to 3:00 PM.**

In line with this, **Ms. May Jerrylen T. Matulin**, Administrative Officer II – Division Pag-IBIG Fund Coordinator is advised to attend the said activity. This forum aims to provide updates on benefits and programs, and gather suggestions to enhance Pag-IBIG services for its members.

All expenses incurred related to this activity shall be charged against the Division MOOE/Other Local Funds, subject to the usual accounting and auditing rules and regulations.

For strict compliance.

  
**JINKY B. FIRMAN, Ph.D., CESO VI**  
Schools Division Superintendent

**RELEASED**

**DEC 02 2024**

RECORDS SECTION, SDSO PANABO CITY  
BY 



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## **Pag-IBIG Fund**

(Home Development Mutual Fund)

November 22, 2024

**MS. JINKY B. FIRMAN**  
SCHOOLS DIVISION SUPERINTENDENT  
DEPARTMENT OF EDUCATION - DIVISION OF PANABO CITY  
BRGY. JP LAUREL, PANABO CITY,  
8105, DAVAO DEL NORTE

Dear Ma'am/Sir:

Warm greetings!

We wish to take this opportunity to express our appreciation for your continued support to the Fund and for our fruitful partnership through the years.

As our annual tradition, Pag-IBIG Fund will be conducting an Employers' Forum to discuss the updates on our benefits and programs as well as to solicit comments/suggestions from you to enhance our services to our members for the coming year.

In this regard, we wish to invite one (1) representative who can represent for your company to join us in this event on **December 06, 2024, 8:30AM – 3:00PM** at **Molave Hotel**, Osmeña St., Magugpo Poblacion, Tagum City, Davao del Norte. This forum is free of charge, and lunch and snacks will be served. We shall coordinate with your office to confirm your attendance. You may also contact Ms. Rezsa M. Belleza at mobile number 09634768644 or email at [rmbelleza@pagibigfund.gov.ph](mailto:rmbelleza@pagibigfund.gov.ph).

In addition, may we request your company/business to nominate your official employer representative to Pag-IBIG Fund by accomplishing the attached endorsement letter. We would highly appreciate receiving the accomplished Fund Coordinator's Nomination Form and supporting documents on the scheduled event.

Thank you.

*Your Lingkod Pag-IBIG,*

  
**RUBY LYN R. SITCHON**  
Branch Head