



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

*Office of the Schools Division Superintendent*

**DIVISION MEMORANDUM**

SGOD-2024-0668

To: **BASILIO P. MANA-AY JR., CESO VI**  
Assistant Schools Division Superintendent  
**AILENE B. ANONUEVO, PHD**  
Chief Education Supervisor, SGOD  
**JANWARIO E. YAMOTA**  
Chief Education Supervisor, CID  
**EDUCATION PROGRAM SUPERVISORS**  
**PUBLIC SCHOOLS DISTRICT SUPERVISORS**  
**DIVISION PERSONNEL**

Subject: **REPLACEMENT OF ATTENDEE TO THE CAPABILITY BUILDING  
ON COMPREHENSIVE SKILLS DEVELOPMENT SERIES:  
MASTERING SPREADSHEET APPLICATIONS, MULTIMEDIA  
EDITING AND BUSINESS CORRESPONDENCE**

Date: December 18, 2024

This has reference to Division Memorandum SGOD-2024-0664 re **CAPABILITY  
BUILDING ON COMPREHENSIVE SKILLS DEVELOPMENT SERIES: MASTERING  
SPREADSHEET APPLICATIONS, MULTIMEDIA EDITING AND BUSINESS  
CORRESPONDENCE** on December 19-20, 2024, **Emegio Elorde** is hereby  
instructed to attend the said training in lieu of **Dra. Androla Marie Caballero, DMD**.

All other provisions stated in the previous memorandum relative to this activity  
remain in force.

For your information and guidance.

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**DEC 20 2024**

RECORDS SECTION, SDO PANABO CITY  
BY 



Schools Division of Panabo City  
City Hall Compound, Panabo City  
Tel. No. (084) 823-1469  
Email: panabocity.division@deped.gov.ph

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providing quality education, MATATAG for all.