



Republic of the Philippines
Department Of Education
REGION XI
Schools Division of Panabo

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0238

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of the Curriculum Implementation Division
Public Schools District Supervisors
Education Program Supervisor
Selected Section Heads
All Concerned

Subject: **ATTENDANCE TO THE QUALITY MANAGEMENT SYSTEM TRAINING
FOR INTERNAL AUDIT TEAM**

Date: June 6, 2025

Please be informed that the Quality Management System (QMS) Training for the Internal Audit Team will be on June 22-27, 2025, at Ritz Hotel at Garden Oases, Davao City.

With this, the following personnel are hereby directed to attend the said activity, to wit:

NO.	NAME	POSITION
1.	AILENE B. AÑONUEVO	Chief Education Supervisor- QMR
2.	GLENN B. SEPARIS	Division Accountant – Team Leader
3.	ERICK S. DALUMPINES	SEPS-Planning and Research
4.	MARISSA Y. MANGINSAY	EPS -Deputy Team Leader
5.	Atty. ANNALENE D. VILLANUEVA	Legal Officer III – Member
6.	DESIREE LOREN L. BARABAT	Nurse II – Member
7.	ERNA O. LUMANDONG	EPS II - Member

Participants shall be entitled to service credits or Compensatory Time-Off (CTO) for the services rendered on Saturdays, Sundays, and Holidays as per DepEd Order No. 013, s. 2024 entitled Revised Guidelines on the Grant of Vacation Service Credits per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No.2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.



Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
Tel. Nos. (084)823 1469, (084) 628 4066
Email: panabocity.division@deped.gov.ph



Republic of the Philippines
Department Of Education
REGION XI
Schools Division of Panabo

Office of the Schools Division Superintendent

Meals, board and lodging shall be chargeable against Local/Division MOOE Funds, subject to the usual accounting and auditing rules and regulations.

For your information and guidance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent 

RELEASED

JUN 04 2025

RECORDS SECTION, SDO PANABO CITY
BY 

Enclosed: As stated.
SGOD/ABA/HRTD/LSS



Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
Tel. Nos. (084)823 1469, (084) 628 4066
Email: panabocity.division@deped.gov.ph