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

DIVISION MEMORANDUM

CID-2025-0800

To : Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division (CID)
Chief, Schools Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
School Heads
All Concerned

Subject : **ATTENDANCE TO THE BASIC RECORDS KEEPING AND
FINANCIAL LITERACY FOR WOMEN**

Date : November 21, 2025

Attached is the Invitation Letter from the Office of the City Mayor dated on November 19, 2025 relative to the Training on Basic Records Keeping and Financial Literacy for Women. On November 27, 2025, at 8:00 AM, at the PGCEMPC Function Hall, Brgy. J. P. Laurel, Panabo City.

The participants are the following, to wit:

PCD Participants	
Letecis M. Marquez	Panabo Central Elementary School SPED Center
Mariel L. Antipara	Rizal Elementary School

Travel and other incidental expenses relative to the participation in this activity shall be charged against School MOOE or any local funds, all subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this memorandum is desired.

For and in the absence of Schools Division Superintendent

JANWARIO E. YAMOTA
Chief ES, Curriculum Implementation Division
Officer-In-Charge

RELEASED

Enclosed: As stated.
CID/je/ roe

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RECORDS SECTION SDO PANABO CITY			
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Republic of the Philippines
Province of Davao del Norte
CITY OF PANABO

PANABO CITY INVESTMENT PROMOTION CENTER

*Service to Panaboans
Service to God*

November 19, 2025

JINKY B. FIRMAN, PhD, CESO VI
Schools Division Superintendent
DepEd – Schools Division of Panabo City



Dear **MS. FIRMAN,**

Greetings!

Warm greetings from the Panabo City Economic Development and Investment Promotion Center!

In line with the nationwide observance of the 18-Day Campaign to End Violence Against Women (VAW), we would like to inform you that the Panabo City Economic Development and Investment Promotion Center will be conducting a **Basic Records Keeping and Financial Literacy for Women** on **November 27, 2025, at 8:00 AM**, at the **PCGEMPC Function Hall, Brgy. J.P. Laurel, Panabo City.**

This activity is specifically designed for women from various sectors of the community, with the goal of strengthening their financial management skills and promoting proper documentation practices as a step toward economic independence.

In this regard, we are inviting **two (2) female Teachers** to join and take part in this meaningful initiative. Snacks and lunch will be provided, and a certificate will be given to all participants who attend the activity.

Please let us know if you have any questions or need additional information. Feel free to contact MSMED's Secretariat, Ms. Elena Marie S. Mabala of the Panabo City Economic Development and Investment Promotion Center, at mobile no. 0967-508-8609 or email at pcipc_panabo@yahoo.com.

Thank you for your continued support, and we look forward to your active participation in this significant gathering.

Very truly yours,


PEDRITO A. MISOLES, MAEd, DST
City Administrator

