



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0760

To : Assistant Schools Division Superintendent  
 Chief of the Curriculum Implementation Division  
 Chief of the Schools Governance and Operations Division  
 All concerned

*Attention: Ker Denzel G. Infiesto, Planning Officer III*

Subject: **RECALL FROM LEAVE FOR ATTENDANCE IN TRAININGS**

Date: December 15, 2025

In view of the exigency of the service, you are hereby directed to ensure your availability on the specified dates and that your approved leave schedule has been recalled ensuring your attendance to these important trainings, to wit:

<b>Date</b>	<b>Training</b>	<b>Responsibility</b>
Dec. 9-10, 2025	Training-Workshop on School Leadership of Secondary School Heads Using DepEd Strategic Planning and Budgeting Frameworks Through the Utilization of the Program Management Information System	Trainer
Dec. 11-12, 2025	Wisdom Wednesdays: Advancing Integrity, Leadership, Empathy, and Nurturing Excellence A Capacity Building for SGOD Personnel on Transformative Leadership	Facilitator/Secretariat
Dec. 17, 2025	Training on Beyond Beginnings: A Journey of Lifelong Dedication to Education and Leadership	Emcee

Any previously approved leave covering these dates is deemed cancelled effective upon receipt of this memorandum.

For your information, guidance, and appropriate action.

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

Encl: As stated  
 SGOD/aba/kdgj

**RELEASED**

**DEC 16 2025**



**Address:** City Hall Compound, Km 31, JP Laurel  
 Panabo City, Davao del Norte  
**Telephone No:** (084) 823-1469, (084) 628-4066  
**Email:** panabocity.division@deped.gov.ph  
**Website:** www.depedpanabocity.com

**RECORDS SECTION SGD PANABO CITY**

*[Signature]*