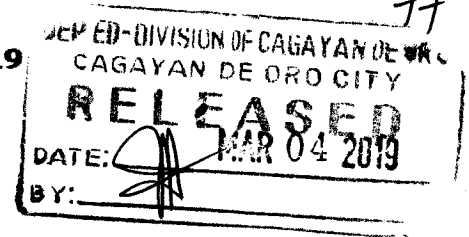


Department of Education  
Region X- NORTHERN MINDANAO  
DIVISION OF CAGAYAN DE ORO CITY  
Fr. William F. Masterson, SJ Avenue,  
KM5, Upper Balulang, Cagayan de Oro City



March 1, 2019



**MEMORANDUM**

TO: **ALICIA E. ANGHAY, Ph.D., ASDS**  
**ROMMIEL S. VALLENTE, AO V-Budget**  
**EDNA L. MAGHINAY, AO V-Admin Services**  
**LOREBINA C. CARRASCO, OIC-Chief EPS, CID**  
**ROSALIO R. VITORILLO, Chief EPS, SGOD**  
**CYNTHIA V. YAÑEZ, PSDS**  
**DERROLD MARL S. AVES, SEPS-HR**  
**ELEANOR CONSEJO H. ROLLAN, EPS-II, M&E**  
**MARK JOHN GABULE**  
**RELOBE N. ZULITA, School Head - Balubal ES**  
**JENIFER G. AZARON**  
**NOE I. MACABODBOD, School Head - Palalan ES**  
**MARK JOHN A. VALENCIA**  
**LETECIA L. OGA, School Head - Suntingon ES**  
**JAY HEBIA**  
**MA. LUISA PESCADERO**  
**ALFREDO C. TONGCO, School Head - Tablon NHS**  
**PSYCHE B. CAMBO**  
**ROEL R. LAMBERTE, School Head - Bugo NHS**  
**JOSIE A. SALALIMA**  
**CERYLL D. CELETARIA, School Head - Balubal NHS**  
**AIZA MAE S. BORINAGA**

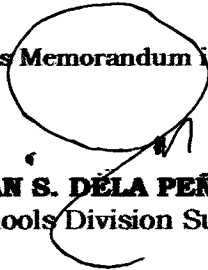
**DIVISION LDNA REPORT PRESENTATION TO THE PERSONNEL  
DEVELOPMENT COMMITTEE (PDC) AND APPROVAL BY THE  
SCHOOLS DIVISION SUPERINTENDENT**

1. In line with the Learning and Development (L&D) Plan of the Division of Cagayan de Oro City, there will be a Division LDNA Report Presentation to the PDC and Approval of the Schools Division Superintendent on March 8, 2019, 1 to 5 o'clock in the afternoon at the GFS-ICT Room, Fr. William Masterson Elementary School.
2. Participants of the said activity will be the Personnel Development Committee, School Heads and LAC Coordinators of the pilot schools and BEST focal persons.
3. Registration will start at 12:30 Noon and will schedule of activities will be as follows:

## PROGRAM OF ACTIVITIES

TIME	AGENDA	PERSONS INCHARGE
12:30 - 01:00 PM	Registration	BEST
01:00 - 01:15	Preliminaries	BEST
01:15 - 04:00	LDNA Report Presentation Background & Rationale	Rosalio R. Vitorillo Chief EPS, SGOD
	Methodology & Limitation	Rosalio R. Vitorillo Chief EPS, SGOD
	Assessment Results of 6 Pilot Schools	Cynthia V. Yañez PSDS
	Conclusion	Lorebina C. Carrasco Chief EPS, CID
	Recommendation	Lorebina C. Carrasco Chief EPS, CID
04:00 - 04:30	Open Forum	L&D Team with Mary and Coach Ann
04:30 - 05:00	-Approval and Signing of LDNA Report by the PDC and SDS -Closing, Agreements	BEST

4. Travel and other incidental expenses shall be charged to local funds, subject to auditing and accounting rules and regulations.
5. Immediate and wide dissemination of this Memorandum is desired.

  
**JONATHAN S. DELA PEÑA, Ph.D., CESO V**  
 Schools Division Superintendent