



Department of Education
Region X
DIVISION OF CAGAYAN DE ORO CITY
Father Masterson's Avenue, Upper Balulang
Cagayan de Oro City



Division Memorandum No. 04, s. 2019



**Participation to the School Heads Development Program (SHDP)
Colloquium Tranche 3**

To: **Selected Elementary/Secondary School Heads**

1. Pursuant to Regional Memorandum No. 804 re: The conduct of the **School Heads Development Program (SHDP) Colloquium Tranche 3**, the identified school heads which list is hereto attached are hereby directed to attend the aforementioned activity on January 22, 2019, at Country Village Hotel , Carmen, Cagayan de Oro City.
2. You are further enjoined to wear the **Blue division polo shirt** with blazer.
3. Transportation expenses and accommodation for this activity shall be charged to local funds subject to usual existing accounting & auditing policies, rules and regulations.
4. Immediate and widest dissemination of this memorandum is desired.


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

Reference:
Regional Memorandum No. 804

To be indicated in the perpetual index under the following subjects:

Programs

Training

SHDP: FOUNDATION COURSE (TRANCHE 3) PARTICIPANTSDIVISION: CDO

INSTRUCTIONS:

- 1 Use Excels format
- 2 Family name first, followed by First Name, then Middle Initial
- 3 Priority participants are those who :
 - a) have passed the principal exam; and
 - b) are newly assigned as school heads (between 1-3 years)

NAME			Passed the Principal Exam? (Yes or No)	Number of Years as School In-Charge	
Family name	First Name	Middle Initial			
1	Lorono	Carol	O	No	1 year
2	Galindo	Florence	L	No	1 year
3	Garcia	Irene	P	No	1 year
4	Catarong	Mary Glo	B	No	1 year
5	Omriso	Ronald	L	No	1 year
6	Taruc	Phoebe	W	Yes	0
7	Mandawe	Love	C	Yes	0
8	Felisilda	Norman	A	No	1 year
9	Hebia	Jay	T	No	1 year
10	Roturas	Bayani	R	No	1 year
11	Dagatan	Luvilla	A	No	1 year

Submitted by:

Approved by:

DERROLD MARL S. AVES
HRD SEPS

JONATHAN S. DELA PEÑA, Ph.D., CESO VI
SDS

