



Republic of the Philippines  
**Department of Education**  
CAGAYAN DE ORO CITY

SCHOOLS DIVISION OFFICE  
CAGAYAN DE ORO CITY  
**RELEASED**  
DATE: DEC 05 2023

**Office of the Schools Division Superintendent**

**04 December 2023**

OFFICE MEMORANDUM

No. 146 s.2023

TO: Charlyn S. Baylon  
PSDS-ELLNA Coordinator

**PROGRAM IMPLEMENTATION REVIEW WITH THE EARLY LANGUAGE LEARNING LITERACY AND NUMERACY (ELLN) SUPERVISOR AND FOCAL PERSON**

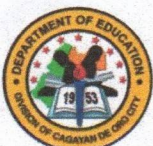
1. Regarding Unnumbered Regional Memorandum dated November 13, 2023, you are directed to attend the Program Implementation Review (PIR) that will be conducted on December 6-7, 2023 at Hotel Monicon, Poblacion, El Salvador City. First meal is dinner of December 5 and last meal is lunch of December 7, 2023.
2. You are required to provide data asked from the template provided. The template can be accessed through this link: <https://bit.ly/2023ELLNPIR> and to prepare slide decks of ELLN accomplishments reports only for 10 minutes.
3. Travel expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. For clarifications or inquiries, kindly contact Mr. Carlos B. Llamas III at [carlos.llamas@deped.gov.ph](mailto:carlos.llamas@deped.gov.ph).
5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of age, gender, sexual orientation, disability, religion, and ethnicity.
6. For guidance and strict compliance.

**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: None  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

ELLN                  PIR

CSB/DM – program implementation review with the early language literacy and numeracy supervisor  
December 4, 2023



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