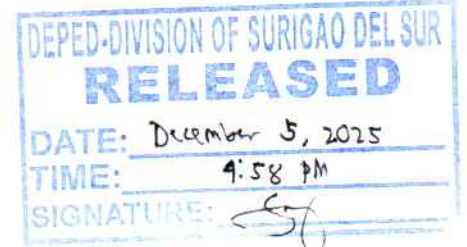




Republic of the Philippines
Department of Education
 Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Division MEMORANDUM
 No. 549, s. 2025



To: Chiefs of Functional Division
 Unit and Section Heads
 Division Focal Persons
 Public School District Supervisors/ District In-Charge
 Select Elementary and Secondary School Heads
 All Concerned

**CHANGE OF DATE FOR THE TRAINING WORKSHOP ON THE CRAFTING OF
 POLICY BRIEF AND SCHOOL REVIEW OF PROPOSED POLICIES**

1. The field is hereby informed that the Training Workshop on the Crafting of Policy Brief and School Review of Proposed Policies, originally scheduled for December 10-12, 2025, has been rescheduled to December 11-13, 2025.
2. All other provisions in Division Memorandum No. 376, s. 2025 and Division Memorandum No. 535, s. 2025 shall stay in effect.
3. Immediate dissemination of this memorandum is desired.


LORENZO O. MACASOCOL, PhD, CESO V
 Schools Division Superintendent

Encl.: None
 References: None
 To be indicated in the Perpetual Index
 Under the following subjects:

TRAINING POLICY

SGOD/upg
 12/05/2025