



Republic of the Philippines
Department of Education

CARAGA REGION
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

Date: January 18, 2021

Division MEMORANDUM
 No. 624, s. 2021

**CORRIGENDUM AND ADDENDUM TO
 DIVISION MEMORANDUM NO. 12 S. 2021
 (Division Re-Orientation on School-Based Management Level of Practices)**

To : Public Schools District Supervisors/ In charge
 All School Heads

1. It is reflected in the previous memorandum enclosure no. 1 that the schedule for the re-orientation is only half-day per clustered district.
2. In view of the above statement, the SBM team has decided to change the schedule from half-day to 1-day re-orientation in order to maximize the purpose of the activity which includes simulation. Below is the schedule for your guidance.

Name of District	Number of Participants	Proposed Date	Venue
Lingig I and II	24	January 26, 2021	The venue is to be determined by the PSDS/DIC.
Lingig II and III	23	January 27, 2021	
Hinatuan North and South	25	January 28, 2021	
Hinatuan South and West	24	January 29, 2021	

3. The SBM team who shall conduct the re-orientation are the following: EPS Rufino T. Reyes- Division SBM Coordinator, SEPS Voltair C. Asildo-Division SBM Co-coordinator, PO-III Ucille P. Galvez- Division SBM KPI Validator and EPS-II Marieto Cleben V. Lozada- Documenter.
4. The host district shall prepare simple opening program while the host school shall prepare the SBM documents/artifacts filed per principle for simulation. All participants shall bring laptop, pentel pen, manila paper, alcohol, face mask and face shield.
5. Other provisions on Division Memorandum No. 12 series 2021 are still in effect.
6. Immediate and wide dissemination of this memorandum to all concerned is highly desired.

JOSITA B. CARMEN, CESO V
 Schools Division Superintendent



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