



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

July 31, 2024

DIVISION MEMORANDUM
OSDS -2024- 579

**REITERATION OF THE PROGRAM MANAGEMENT TEAM'S ROLE ON THE
CONDUCT OF DIVISION-LED TRAININGS**

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Division Program Owners
This Division

1. This Office reiterates that the Senior Education Program Specialist, serving in the Human Resource Development Section within the School Governance and Operations Division, is the sole authorized representative responsible for finalizing all arrangements with service providers for training programs across all sections and units within this Division.
2. Please be advised that any transactions or agreements made with other personnel regarding training services are deemed null and void. Any liabilities or obligations arising from such unauthorized agreements will be borne entirely by the individual who engaged with the third-party service provider.
3. To ensure consistency and compliance with our division's policies, please direct all training-related inquiries and arrangements exclusively through the designated Senior Education Program Specialist.
4. Strict compliance of this Memorandum is desired.


CRISTY C. EPE, CESO V
Schools Division Superintendent

Encl.: As stated
Reference:
PN: DCA_authorized training manager



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