



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



Office of the Schools Division  
 Superintendent

September 18, 2024


**OFFICE MEMORANDUM**

SGOD-2023- 102

**PROVISION OF TECHNICAL ASSISTANCE TO SCHOOLS APPLYING FOR  
 ESTABLISHMENT AND CONVERSION TO INTEGRATED SCHOOL**

TO: Marnelyjane A. Bernal - Senior Education Program Specialist-SMME

1. This Office advises the above-mentioned personnel to provide technical assistance to Mapaca Elementary School and Bongkilaton Integrated School-Kilabot Extension relative to their application for establishment and conversion to integrated school on September 25-26, 2024.
2. Travel, meals, and incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
3. This Memorandum will serve as your Authority to Travel (ATT).
4. For your information and guidance.

  
**PHOEBE GAY L. REFAMONTE, CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge  
 Office of the Schools Division Superintendent



Doc. Ref. Code	PAWIM-F-022	Rev	00
Effectivity	09.12.22	Page	1 of 1