



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



RELEASED

06 NOV 2017

BY: _____ DATE: _____
NAME/SIGNATURE

MEMORANDUM

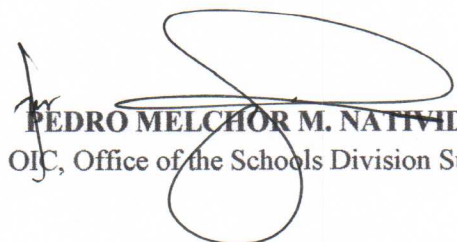
To: **Public Schools District Supervisors of Sindangan Central, North and South Districts
ESP/School Heads
District GSP Coordinator/Focal
Teachers**

From: **The Office of the Schools Division Superintendent**

Subject: **Submission of Cot Beds for the GSP Administrator's Course**

Date: **November 6, 2017**

1. In consonance to the CHQ Circular No. 24, s. 2017 re: Council Training School 2017, as stipulated in table 3 that 3rd Training is designed for all District and School Commissioners which was supposedly conducted last September 29 to October 1, 2017 but moved to November 10 - 12, 2017 with the same venue, this office requests **all teachers from the three districts of Sindangan to provide cot beds (a total of 200 cot beds per district) to be submitted to the host school which is the Sindangan Pilot Demonstration School on or before November 10, 2017.** Said cot beds will be used by the participants during the training but shall also be returned to the respective district after the training.
2. In connection to this, Public Schools District Supervisor of the three identified districts shall take a lead in collecting, retrieving and returning the cot beds with extra care so as to avoid loss or destruction.
3. Immediate dissemination of this memorandum to all concerned is desired.


PEDRO MELCHOR M. NATIVIDAD, CSEE
OIC, Office of the Schools Division Superintendent