



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF CAPIZ

January 4, 2021

DIVISION MEMORANDUM

NO. 002, S. 2021 1

**ADDENDUM TO DIVISION MEMORANDUM NO. 174, S. 2020 TITLED
“ORIENTATION ON THE UTILIZATION OF THE READING MATERIALS AND
TURN-OVER OF DONATIONS FROM GROLIER INTERNATIONAL INC.”**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD & CID
Education Program Supervisors
Public Schools District Supervisors
Public Elementary, Secondary and Integrated School Heads
District, Secondary and Integrated School ASP/Partnership Focal Persons
All Others Concerned

1. Relative to the **Division Memorandum No. 174, s. 2020** titled “**ORIENTATION ON THE UTILIZATION OF THE READING MATERIALS AND TURN-OVER OF DONATIONS FROM GROLIER INTERNATIONAL INC.**”, please be informed that travel expenses of other working committees are chargeable against School MOOE subject to the usual accounting and auditing rules and regulations.
2. The List of Working Committees is found in Enclosure No. 1.
3. All other provisions stated in the said Memorandum still remain in effect.
4. Immediate dissemination of this Memorandum is desired.

SALVADOR O. OCHAVO JR., EdD, CESO V
Schools Division Superintendent

JAN 04 2021



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>

Enclosure to Division Memorandum No. 002



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF CAPIZ

WORKING COMMITTEES

Program: **EDNA B. AZCARRAGA, PhD**
EPS, SGOD
Chairman

BUDDY E. ALVAREZ JR., EdD
Master Teacher I, Sapián NHS
Co-Chairman

Certificates: **RONALD D. DILE**
SEPS, M & E
Chairman

MARY GRACE A. ATINON
EPS II, M & E
Co-Chairman

Foods & Venue: **IMMACULADA J. AMORES**
SEPS, HRD
Chairman

JERRY MOSQUITE
EPS II, HRD
Co-Chairman

Documentation: **ZANDER FROFUNGA**
PDO I
Chairman

Invitation/ Usherettes: **GLENDA MARIE B. BOTIN**
PDO II
Chairman

JAMIE ROSE MAGSILA
Admin Aide
Co-Chairman

Over-All Co-Chairman: **ROMAR S. JARAVELO**
EPS II, SM & N

Over-All Chairman: **NANNETTE G. CALIXTERIO**
SEPS, SM & N



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>