



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

DIVISION MEMORANDUM

No. 064, s. 2022

VIRTUAL ORIENTATION ON CLASSROOM NEED AND OTHER SCHOOL FACILITIES

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors – CID & SGOD
Education Program Supervisors
Public Schools District Supervisors/ Officers-In-charge of the Districts
Public Elementary, Secondary and Integrated School Heads
All Others Concerned

1. This office, through the Education Facilities Section of the School Governance and Operations Division (SGOD) shall conduct the **Virtual Orientation on Classroom Need and Other School Facilities** on **March 9, 2022** from **8:30 AM to 5:00 PM**. The link will be sent later.
2. This activity aims to orient school heads on the required data regarding their needs on classroom and other facilities in preparation on **Devolution Transition Plan (DTP)** and Three (3) years **Comprehensive School Development Plan**.
3. The participants to this activity are the 471 elementary, secondary and integrated school heads.
4. Expenses incurred in this activity are chargeable against HRTD Funds, subject to the usual accounting and auditing rules and regulations.
5. It is understood that in the conduct of this activity there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, and personal circumstances that run counter to the principles of equal opportunity.
6. Immediate dissemination of and compliance with this Memorandum are desired.

SALVADOR O. OCHAVO JR, EdD, CESO V
Schools Division Superintendent
MAR 07 2022

