



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

October 29, 2024

DIVISION MEMORANDUM
No. **683**, s. 2024

**ADDENDUM TO DIVISION MEMORANDUM NO. 668, S. 2024 TITLED
ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 643, S. 2024
TITLED ORIENTATION WORKSHOP AND DATA VALIDATION ON THE
ACCOMPLISHED DRRM TEMPLATES IN THE GOVERNMENT SCHOOL PROFILE
AND ONBOARDING AND INDUCTION PROGRAM FOR NON-TEACHING
PERSONNEL**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary, and Integrated Schools

1. Relative to Division Memorandum No. 668, s. 2024 titled **Additional Information to Division Memorandum No. 643, s. 2024 titled Orientation Workshop and Data Validation on the Accomplished DRRM Templates in the Government School Profile and Onboarding and Induction Program for Non-Teaching Personnel**, this office reiterates that travel and other expenses relative to this activity are chargeable against school MOOE fund subject to the usual accounting and auditing rules and regulations.
2. All other provisions of the aforementioned Memorandum remain the same.
3. Immediate dissemination of this Memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Enclosure: As stated

Reference: Division Memoranda (Nos. 643 and 668), s. 2024

To be indicated in the Perpetual Index
under the following subjects:

SCHOOLS

DATA

INFORMATION



Address: Banica, Roxas City

Contact Number: (036) 6518 456/0968-869-5867

Email Address: capiz@deped.gov.ph

Website: <http://depedcapiz.ph>