



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**TAGBILARAN CITY SCHOOLS DIVISION**  
City of Tagbilaran

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December 5, 2018

DM No. 712 s. 2018

**ADDENDUM TO DM NO. 708**

To: All Public Elementary and Secondary School Heads  
School SBM Coordinators, SBM Technical Writers  
Education Program Supervisors and Area Consultants, SGOD Staff  
All others concerned

1. This office informs that all teachers involved in the SIP End of Cycle Review 2018 this coming December 20-21, 2018 at Panda Tea Garden will be given Service Credits commensurate to the number of hours/days attended during the said activity.
2. School Heads are expected to disseminate the information to the concerned teachers and to bring the necessary data as specified in the attachments of DM 708 and the corresponding SIP and AIPs cycle 3.
3. A registration fee amounting to P400.00 per participants per day shall be collected to defray expenses of the use of venue and food. Expenses relative to this SIP End of Cycle Review is chargeable to School and Division MOOE Fund subject to the usual accounting rules and regulations.
3. Immediate dissemination and compliance of this memorandum is desired.

  
**MARCELO K. PALISPIS, Ed.D.**  
OIC, Asst. Schools Division Superintendent