



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM

No. 074 , s. 2024

February 5, 2024

**CORRIGENDUM AND ADDENDUM TO DIVISION MEMORANDUM NO 067, S.2024 RE: ORIENTATION ON DEPED ORDER NO.2, IMMEDIATE REMOVAL OF ADMINISTRATIVE TASKS OF PUBLIC SCHOOL TEACHERS & DEPED ORDER NO.66, S.2017 RE: IMPLEMENTING GUIDELINES ON THE CONDUCT OF OFF-CAMPUS ACTIVITIES AND DIVISION MEA CONFERENCE FOR Q2 SY 2023-2024, Q1 CY 2024**

To; Assistant Schools Division Superintendent  
Chiefs, Curriculum and Governance Divisions  
Education Program Supervisors  
Public School Heads  
All others Concerned

1. This Office through the School Governance Operations Division (SGOD) hereby announces the changes of Division Memorandum No. 067, s. 2024 dated January 30, 2024, re: Orientation on DepEd Order 002, s. 2024, *Immediate Removal Of Administrative Tasks Of Public School Teachers & Deped Order No. 66, S. 2017 re: Implementing Guidelines On The Conduct Of Off-Campus Activities And Division MEA Conference For Q2 SY 2023-2024, Q1 CY 2024*
2. Division Monitoring, Evaluation and Adjustment Conference and Orientation on DO 66, s. 2017 is set on February 20-21, 2024. Venue of the said activity will be announced separately.
3. The participants in this conference are the OIC-ASDS, Chiefs Education Program Supervisors, Education Program Supervisors, Senior Education Program Specialists, Education Program Specialists II (HR, M&E, ALS) Public School Principals, Assisting Principal, Assistant Principals, Head Teachers, Administrative Officer V, Division Office Accountant, Budget Officer, ADA 3, YFD Focal, Division Engineer, Medical Doctor, DO Nurse, OIC Planning/DRRM Focal, Functional Unit Heads (AO IV), LGU-paid clerk, ADA 3 (Driver)
4. Registration fee of Six Hundred Pesos will be collected from the participants to cover meal, snacks and other incidental expenses relative to the conduct of the activity and shall be charged against Division Office Funds/ MOOE (for SDO Participants) and School Funds /School MOOE (for participants from the schools). Expenses relative to the conduct of the conference are subject to the usual accounting and auditing rules and regulations.



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Payments can be made in cash and cheque to the DepEd Division of Tagbilaran City. Participants from the schools are encouraged to pay the registration fee before the conduct of the conference.

5. For immediate dissemination of, and compliance with this Memorandum is directed.

  
**WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent 

WDB/JAAL/MCC-SGOD/etc