




Republic of the Philippines  
**Department of Education**  
Region XII  
**Division of Sarangani**  
Alabel



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**Division Memorandum**  
**No. 385, s. 2014**

To : Gemma B. Villegas  
Hapiya L. Madsid  
Emily L. Alicer  
Joseph J. Jamio

From :   
**ISAGANI S. DELA CRUZ**  
Schools Division Superintendent

Subject : Secretariat to the Training-Orientation on the New Structure, Roles  
& Functions of the Rationalized Schools Division Office (SDO)

Date : **October 31, 2014**

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Pursuant to Division Memorandum No. 383, s. 2014 dated October 28, 2014 re: Training-Orientation on the New Structure, Roles & Functions of the Rationalized Schools Division Office (SDO) which will be held on November 3-5, 2014, 8:00 a.m. - 5:00 p.m., you are hereby tasked to act as secretariats on the whole duration of the said activity.

Please be guided accordingly.