



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

15 May 2024

DIVISION MEMORANDUM

No. **118**, s. 2024

ATTENDANCE OF SCHOOLS DIVISION OFFICE PERSONNEL, DISTRICT HEADS,
AND SCHOOL HEADS AT THE 2024 SRAA MEET

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. To show support for the Sarangani Athletes, all Schools Division Office personnel, District Heads, and School Heads are hereby encouraged to attend the various sporting events of the SRAA Meet in General Santos City on 16-17 May 2024.
2. All concerned personnel are advised to take note of the following:
 - a. Heads of functional divisions, sections, and units shall ensure that at least one staff member remains in the office to maintain continuous office functions;
 - b. District heads are encouraged to attend various sporting events; and
 - c. School heads shall assign an Officer-in-Charge to manage school operations during their absence on the specified dates.
3. Expenses relative to this activity shall be charged against local funds subject to the usual accounting auditing rules and regulations.
4. For inquiries, contact John Jerson P. Constantino at 09285059602.
5. For the information and guidance of all concerned.


RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:



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SCHOOLS DIVISION OF SARANGANI

ATTENDANCE
BUREAUS AND OFFICES
EMPLOYEES

JJPC/CID-IMS/DM - attendance of schools division office personnel, district heads, and school heads at the 2024 sraa meet
0615/15 May 2024



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