



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF CALBAYOG CITY

August 14, 2024

**DIVISION MEMORANDUM**

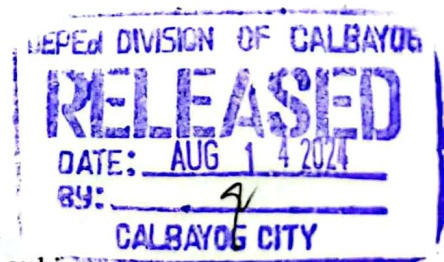
No. 414 s. 2024

**ADDENDUM TO DIVISION MEMORANDUM NO. 387 s. 2024 re: PROVISION OF TECHNICAL ASSISTANCE IN THE PREPARATION OF PROGRAM OF WORKS FOR MINOR REPAIRS OF FACILITIES AND GROUNDS MAINTENANCE USING SCHOOL MOOE**

TO : Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD/CID  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. In addition to Division Memorandum No. 387, s.2024 this office through the Education Facilities Section hereby inform in the field the additional requirements, attachment in the Preparation of Program of Works for Minor Repairs of Facilities and Grounds Maintenance using School MOOE.
2. There must have a certification signed by School Principal that the proposed Project is not yet implemented.
3. Program of Works (2,000.00 & Above) in 3 copies per set.
4. Picture of proposed project, (with Building No. if classroom repair) and
5. Follow the STANDARD DEPED COLOR SCHEME in repainting works of School Buildings.
6. Immediate dissemination of and compliance with this Memorandum are desired.

  
**MARGARITO A. CADAYONA, JR. Phd, CESO VI**  
OIC-Schools Division Superintendent



Enclosure:

Reference: **DM No. 225 s. 2024, DM No. 387 s. 2024**

To be indicated in the Perpetual Index under the following subject



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