



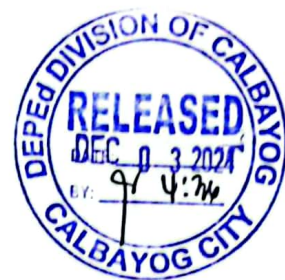
Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

OFFICE MEMORANDUM

No. 062, s. 2024

TO: Chief Education Supervisor (SGOD)
Education Program Supervisor (SGOD)
Social Mobilization and Networking Section
School Management, Monitoring and Evaluation Section
Human Resource Development Section
Planning and Research Section
Education Facilities Section
Health and Nutrition Section
All other SGOD Personnel

FROM: 
MARGARITO A. CADAYONA JR., PhD, CESO VI
OIC-Schools Division Superintendent



SUBJECT: **YEAR-END CONVERGENCE CONFERENCE CUM REPORTING OF ANNUAL ACCOMPLISHMENT OF SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD) PERSONNEL**

DATE: December 3, 2024

1. This is to inform all School Governance and Operations Division (SGOD) personnel on the conduct of the year-end convergence cum reporting of annual accomplishment on December 16, 2024 at Cribellan's Events Place, Brgy. Bagacay, Calbayog City.
2. The activity aims to:
 - a. Present the key performance accomplishments of the different sections under the School Governance and Operations Division (SGOD);
 - b. Discuss the implementation, monitoring and evaluation of school Governance and operations-related programs as reflected in the Division Education Development Plan (DEDP); and
 - c. Plan and address issues and concerns related to school governance



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and operations programs.

3. The participants of the activity are as follows:

Participant	No. of Pax
SGOD Chief	1
SGOD EPS	1
SMME	2
SMN	5
HRD	2
PLANNING AND RESEARCH	2
EDUCATION FACILITIES	2
HEALTH AND NUTRITION	9
OTHER PERSONNEL	6
TOTAL	30

4. This office memorandum shall serve as **Travel Order** of the participants of the said activity.

5. All expenses incurred relative to the conduct of the activity shall be charged against SGOD Convergence Funds subject to the usual government accounting and auditing rules and regulations.

6. Immediate dissemination of this memorandum is earnestly sought.



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