

TRACKING #:

09702 - 2020

DATE: SEP 07 2020



Republic of the Philippines
Department of Education
CARAGA REGION

SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

07 SEP 2020

Division MEMORANDUM
No. 314, s. 2020

**ONLINE SUBMISSION OF PROGRAM OF WORKS (POW) AND TRAINING
COURSE/ ACTIVITY DESIGN**

To: All Public Schools District Supervisors, Teacher In-Charge, Principals
Head Teachers, Administrative Assistants
All Other Concerned

1. Due to the current health situation in our country, the field is hereby informed to submit the Program of Works (POW) and Training Course/ Activity Design with MOOE funding source **STRICTLY ONLINE** to minimize travel, physical contact of the proponents and concerned division personnel. It will also enable us to record electronically all the school's infrastructure projects and training designs for easy monitoring.
2. Anent to this you will send thru email your Program of Works (POW) and the Training Course/ Activity Design through this email, joanne.balan@deped.gov.ph and check on progress of these documents thru Joanne H. Balan with cp no. 09393392238 or DepEd SurSur hotline no. 09514564848.
3. The approving authority for the POW shall be the Chief SGOD Officer as delegated by the Schools Division Superintendent.
4. It is strongly advised that the school head shall use the Official DepEd email address in sending the documents which will also be used for returning the documents.
5. For strict compliance.


JOSITA B. CARMEN, CESO V
Schools Division Superintendent

Encl.: As stated
Reference:

To be indicated in the Perpetual Index
under the following subjects:

ONLINE SUBMISSION OF POW AND TRAINING DESIGN

ESU//DM-SUBMISSION
314/September 7, 2020



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