



Republic of the Philippines
Department of Education
Region X
SCHOOLS DIVISION OF TANGUB CITY



March 1, 2024

DIVISION MEMORANDUM
No. 67, s. 2024

HYBRID CONFERENCE OF INSTRUCTIONAL LEADERS ON DO 003, S. 2024

To: Assistant Schools Division Superintendent (ASDS)
Chief Education Program Supervisors (CID & SGOD)
Education Program Supervisors
Public Schools District In-Charge (PSDICs)
All Others Concerned
This Division

- Regarding DO 003, s. 2024 on the Amendment to DO 022, s. 2023 re Implementing Guidelines on the School Calendar and Activities, this Office through the Curriculum Implementation Division (CID) shall conduct a Hybrid Conference of Instructional Leaders on March 4 at 10:00 a.m. to 12:00 a.m.
- The conference shall include the discussion on the preparation of Budget of Work, Readiness to Assessment, and End of School Year (EOSY) activities.
- Participants to this conference are the PSDICs and EPSs who will be on-site participants at the Division Office Conference hall, and all the school heads who will be on online modality at <https://rb.gv/dbxpbq>. All participants are encouraged to be on board at 9:45 a.m. and to have with them a copy of the aforementioned DepEd Orders and the Most Essential Learning Competencies (MELC).
- The learning area supervisors are advised to prepare a sample Budget of Work (BOW) in their assigned learning area for the remaining days of the Third Quarter and for the Fourth Quarter which will be shared to the school heads during the activity.
- All school heads are required to download the e-calendar for the months of March, April, May, and June 2024. This will be used during the workshop and to be submitted as an output of the activity.
- To ensure video and audio quality, the online participants are requested to stay in a place where internet connectivity is stable.
- This Office directs the immediate and wide dissemination of this Memorandum.

SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI
Schools Division Superintendent *per fael*

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

CURRICULUM ASSESSMENT

CID/radj



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