



Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

JUN 03 2026

DIVISION MEMORANDUM

No. **0373**, s. 2026

SUSPENSION OF DIVISION OFFICE TRANSACTIONS

To: Asst. Schools Division Superintendent
Chief Education Supervisors – CID and SGOD
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. In line with the conduct of the Division activity *Beyond Service: Exit Workshop and Retirement Transition Program for DepEd Retirees* on June 4, 2026, Division Office transactions shall be suspended in the afternoon of the said date to ensure the full participation of all Division personnel in the activity.
2. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, gender, civil status, disability, religion, school assignment, or other similar factors and personal circumstances, consistent with the principles of equal opportunity and inclusivity.
3. Immediate dissemination of and compliance with this Memorandum is desired.

DANNIE CLARK M. UGUIL, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



Enclosure : N/A
Reference : N/A
Allotment : N/A
No. of Pages: _____

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

PERSONNEL

BUSINESS TRANSACTION

DCD/JBA/HRD/SGOD



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