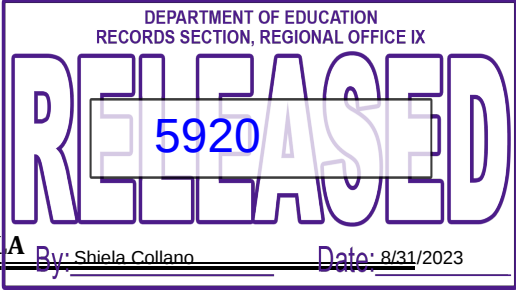




Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

August 30, 2023

REGIONAL MEMORANDUM
No. 419 s. 2023

To : **Schools Division Superintendents**
This Region

LETTER OF ACCEPTANCE AND REQUEST TO DOWNLOAD FUNDS

1. The Department of Education, Zamboanga Peninsula through the Curriculum and Learning Management Division (CLMD) will be downloading the transportation expenses of participants for the **Upskilling of School Leaders on Instructional Leadership and Supervision of Multigrade Schools** on July 24-28, 2023 at Apo View Hotel, 150 J. Camus St., Poblacion Davao City and **Upskilling Teachers on Multigrade Instruction in the Last Mile Schools** – Batch 2 Mindanao on August 14-18, 2023, same venue.
2. In view hereof, this office is requesting for a letter of acceptance and request to download Funds for the transportation expenses of participants on the **Upskilling of School Leaders on Instructional Leadership and Supervision of Multigrade Schools** and **Upskilling Teachers on Multigrade Instruction in the Last Mile Schools** not later than **September 5, 2023** as a requirement for processing the downloading of funds. However, if the downloaded funds are not enough for reimbursement, the excess amount shall be charged to local funds.
3. The table below shows the actual number of participants and the amount to be downloaded per division.

DIVISION	Upskilling of School Leaders	Upskilling Teachers	Total Participants Attended	Total Amount to be downloaded per division	Reference
Dapitan City	1	2	3	24,000.00	OSEC – 9 - 23 – 1892 Date: April 21, 2023
Dipolog City	2	2	4	32,000.00	
Isabela City	2	2	4	50,000.00	
Pagadian City	0	2	2	16,000.00	
Zamboanga City	2	1	3	36,000.00	
Zamboanga del Norte	4	2	6	48,000.00	
Zamboanga del Sur	3	0	3	24,000.00	
Zamboanga Sibugay	3	2	5	45,000.00	
TOTAL	17	13	30	275,000.00	

4. For more information and inquiries, all concerned may contact the Chief of Curriculum and Learning Management Division Dr. Eugenio B. Penales, DepEd Regional Office IX, Regional Government Center, Balintawak, Pagadian City, attention to Nelson S. Lasagas , Education Supervisor In charge of Multigrade through email address nelson.lasagas@deped.gov.ph.
5. For immediate dissemination and compliance.

For the Regional Director:


DR. GREGORIO CYRUS R. ELEJORDE, CESO V
Schools Division Superintendent
Officer-In-Charge
Office of the Assistant Regional Director

ORD-CLMD-RM-2023- _____
EBP/nsl

