



Republic of the Philippines  
**Department of Education**  
Division of Misamis Oriental

Office of the Schools Division  
Superintendent

11 March 2020

**DIVISION MEMORANDUM**

No. 115 S. 2020

**TO** : Public Schools District Supervisors  
Principals /School Heads/ School in-charge

*This Division*

**SUBJECT : DISTRICT EMERGENCY MEETING WITH ALL THE PRINCIPALS/  
SCHOOL HEADS ( ELEMENTARY AND SECONDARY)**

1. You are hereby directed to conduct DISTRICT EMERGENCY MEETING on March 13, 2020 to discuss moving -up/graduation schedule and preventive measures on COVID -19 based on DepEd Memorandum 34, s. 2020 re: FIFTH SET OF DIRECTIVES OF DEPED TASK FORCE COVID-19.
2. You are hereby directed to exercise due diligence for the safety of the learners, teachers and the community.
3. Travel expenses relative to the conduct of the said meeting shall be charged to school downloaded MOOE subject to the usual government accounting and auditing rules and regulations.
4. For guidance and information.

**JONATHAN S. DELA PEÑA, PhD, CESO V**  
Schools Division Superintendent

JSDP/sgod/rtg

