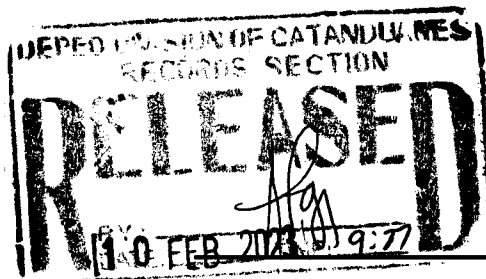


5044



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

**UNNUMBERED MEMORANDUM**

SGOD-UM-02-09-2023/ESU

To: Chief Education Supervisors  
Public School District Supervisors  
Elementary and Secondary School Heads  
Concerned Teacher-Participants

From: By authority of the Schools Division Superintendent

*LR*  
**MA. LUISA T. DELA ROSA**  
Assistant Schools Division Superintendent  
Officer-In-Charge *[Signature]*

Date: February 09, 2023

Subject: **SDO Catanduanes Google BCOOL Participants Pre-departure Meeting**

1. Please be advised that there will be an online pre-departure meeting of all SDO Catanduanes Google BCOOL Participants on **February 10, 2023, at 3: 00 PM**. The meeting link will be sent to the Google BCOOL-Catanduanes Group Chat.
2. The agenda of the meeting will be the following:
  - a. Administrative concerns relative to the travel
  - b. Training expectations
  - c. Other reminders
3. All teacher-participants are expected to attend the meeting.
4. For those who have yet to submit their accomplished Travel Authorities, please submit the documents to the SGOD-HRD Unit as soon as possible.
5. For information, dissemination, and compliance.