SGOD - 4483

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

September 11, 2025

DIVISION MEMORANDUM
No. **553**, s. 2025

DISSEMINATION OF THE PROVINCIAL HEALTH OFFICE TRAINING WORKSHOP ON SCHOOL-LEVEL ACTION PLANNING FOR HEALTHY LEARNING INSTITUTION (HLI)

To: Assistant Schools Division Superintendent
Chief of Education Supervisors – CID & SGOD
Public Schools District Supervisors
Public Elementary School Heads
All Others Concerned

1. In line with the communication received from the Provincial Health Office – Health Promotion Unit regarding the conduct of **"Workshop 2: School-Level Action Planning for Healthy Learning Institution"** scheduled on **September 9–12, 2025**, at Negros Residences, Bacolod City, this Office hereby notifies the concerned parties of their required participation in the said training.

2. The identified Last Mile School representatives are as follows:

a. School: **Manara Elementary School**
b. School Head: **Roxanne L. Pascual**
c. Ok sa DepEd HLI Focal Person: **Jeralyn O. Orciso**

3. The participants are requested to bring 1 laptop, and extension cord and must confirm their attendance through: tinyurl.com/HLIWorkshopReg

4. Food, venue and accommodation will be provided by the Negros Occidental Provincial Health Office while the travel and other incidental expenses shall be charged against the local funds, all subject to the usual accounting and auditing rules and regulations.

5. It is understood that in the conduct of this activity there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, personal circumstances that run counter to the principles of equal opportunity.

6. Immediate dissemination and compliance of this Memorandum is desired.

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

Enclosure : As stated
Reference : Regional Memorandum No. 353, s. 2025
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To be indicate in the **Perpetual Index** under the following subjects:
HEALTH EDUCATION ORIENTATION HEALTHY LEARNING INSTITUTION

ITEU/SHNU/2025 Healthy Learning Institution/September 8, 2025

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