

Republic of the Philippines Department of Education

Region VIII SCHOOLS DIVISION OF TACLOBAN CITY **Tacloban City**

November 6, 2025

DIVISION MEMORANDUM

No. 902 s. 2025

UPDATES ON THE IMPLEMENTATION OF ONBOARDING FOR NON-**TEACHING PERSONNEL**

To: Assistant Schools Division Superintendent

Chief Education Supervisors

Education Program Supervisors/Public Schools District Supervisors

Elementary & Secondary School Heads Teaching & Non-Teaching Personnel

All other Concerned

- 1. Relative to Division Memorandum No. 844, s. 2025, the Onboarding Program for Non-Teaching Personnel, originally scheduled on November 10-12, 2025, is hereby rescheduled to November 11, 12, and 14, 2025 at Ritz Tower de Leyte to accommodate adjustments in the schedule of the 2025 Pasidungog.
- 2. Attached in this memorandum in the list of expected participants for the said activity as well as the training matrix.
- 3. Immediate dissemination and compliance to this memorandum are earnestly desired.

Capetran SHERLITA A. PALMA, EdD, CESO VI

Schools Division Superintende

Enclosure: As stated References: As stated

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

PD DEVELOPMENT PROGRAMS



