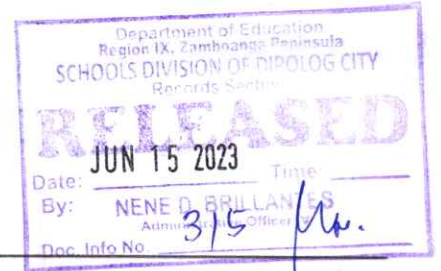




Republic of the Philippines  
**Department of Education**  
REGION IX - ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY



June 15, 2023

**DIVISION MEMORANDUM**

No. 315, s. 2023

**Submission of SLAC Topics Conducted and Trainings Attended by ALL Personnel**

TO: All Personnel  
(Teaching, Related Teaching & Non-Teaching)  
This Division

1. With the planned L & D Automation, the HRDS should come up with data of trainings attended (DO, RO, CO levels) of all personnel.

2. In this regard, all personnel are enjoined to submit the needed data in Excel Form on or before **June 23, 2023** that will include the following:

Name  
Sex  
Birthdate  
Blood Type  
Courses/Degrees  
Subjects Taught  
Cellphone Number  
Trainings attended (SDO level)  
Trainings attended (RO level)  
Trainings attended (CO level)

3. Likewise, schools are directed to submit the list of SLAC topics discussed/conducted from August 2022 up to June 2023.

4. For immediate dissemination and compliance.

  
**MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent

