



Republic of the Philippines  
**Department of Education**  
REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

Office of Schools Division  
Superintendent

02 May 2025

**DIVISION MEMORANDUM**

OSDS No. **059** s. 2025

**CORRIGENDUM TO DM OSDS NO. 054, S. 2025  
2025 2<sup>nd</sup> MONTHLY MEETING CUM LEARNING ACTION CELL  
FOR FIELD ADMINISTRATIVE OFFICER II**

To: Public Schools District Supervisors/Principals In-Charge  
Public Elementary and Secondary School Heads  
Clustered/ School Administrative Officers II  
All Others Concerned

1. This is to inform all concerned that, in reference to **DM OSDS No. 054, s. 2025**, entitled "2025 2<sup>nd</sup> Monthly Meeting cum Learning Action Cell for Field Administrative Officer II," the schedule previously indicated therein has been amended due to inadvertent errors. Please be guided accordingly by the corrected schedule below:

Batch and Municipality	Schedule
Batch 1 Banga & Lake Sebu	May 6, 2025   Morning
Batch 2 Norala, Surallah & Tampakan	May 6, 2025   Afternoon
Batch 3 Tboli & Tupi	May 7, 2025   Morning
Batch 4 Polomolok, Sto. Nino & Tantaran	May 7, 2025   Afternoon

2. Hence, all Administrative Officer II who will not be able to attend the scheduled meeting are required to submit a written justification letter duly signed and noted by the Schools Division Superintendent.

3. Immediate dissemination of this memorandum is directed.

**LEONARDO M. BALALA, CESO V**  
Schools Division Superintendent



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Encl.: None

Reference: As stated

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

MEETING  
PERSONNEL

SJLDR/DM- corrigendum to dm osds no. 054, s. 2025  
2025 2nd monthly meeting cum learning action cell for field administrative officer ii  
0000/May 02, 2025