



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF BAYBAY CITY

November 6, 2020

**DIVISION MEMORANDUM**

No. 478, s. 2020

**SCHOOL HEAD'S REORIENTATION-WORKSHOP ON RANKING**

To: Division Office Personnel  
All Others Concerned

1. This Office informs the field on the conduct of **School Head's Orientation-Workshop on Ranking on December 9-11, 2020** at Baybay City Division Educational Center Hall 1, 30 de Diciembre St., Baybay City, Leyte.
2. The activity aims to:
  - a. Reorient school heads on DepEd's ranking guidelines, supporting documents and its appreciation; and
  - b. Simulate ranking processes and gather/provide feedback thereafter
3. The participants to this activity are members of the Division Screening Committee and District Screening Committee, five (5) for each district.
4. No registration fee shall be collected to the attendees. Materials and six (6) snacks and three (3) meals of the participants, speakers and facilitators shall be charged against the Local Funds/INSET Funds subject to the usual accounting rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

**RAUL D. AGBAN EdD**

OIC – Schools Division Superintendent

Enclosures: *None*

References: *None*

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

RANKING

WORKSHOP



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