

Department of Education

REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

SEP 18 2025

DIVISION MEMORANDUM

No. 399 , s. 2025

CHANGES TO DIVISION MEMORANDUM NO. 351, S. 2025 RE: RE-ORIENTATION ON MONTHLY CANTEEN PROCEEDS

To: Assistant Schools Division Superintendent Chief Education Supervisor Education Program Supervisors Public Schools District Supervisors Public Elementary School Principals All Others Concerned

- This Office informs all concerned of the changes on the schedule of the re-orientation on Monthly Canteen Proceeds.
- 2. As stated in Division Memorandum No. 351, s. 2025, the original schedule of the reorientation was September 29 - 30, 2025.
- 3. In light of the priority given to the Division Training on Expanded Career Progression System, the new schedule will be on October 7-8, 2025.
- 4. All concerned personnel are advised to update their plans and activities to align with the new schedule.
- 5. The updated program with new dates is attached.

6. Immediate dissemination of this Memorandum is enjoined.

CAROLINA S. VIOLETA, EdD, CESO V

Schools Division Superintender

End: as stated
Reference: as stated
To be indicated in the Perpetual Index
under the following subjects:
SGOD-SHN
CANTEEN PROCEEDS
SCHOOL CANTEEN

S09/CDR September 17, 2025















Department of Education

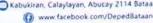
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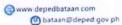
Re-Orientation on Monthly Canteen Proceeds

	October 7, 20 PROGRAMN	
7:45 - 8:15 AM	Registration	
8:15 – 9:30 AM	National Anthem Opening Prayer	AVR
	Acknowledgement of Participants	Emcee
	Opening Remarks	Ramon C. Perez SGOD Chief
	Inspirational Messages	Jerry Dimla Cruz, DEM, CESO VI Assistant Schools Division Superintendent
		Carolina S. Violeta, EdD, CESO V Schools Division Superintendent
9:30 - 10:00 AM	Review of DepEd Order No. 13 series 2017	Catherine D. Reyes Division Canteen Coordinator
10:00 - 10:30 AM	Orientation Of Canteen Funds DepEd Order No. 8 series 2007	Myra V. Dilig Accountant III
10:30 -12:00 PM	Transparency and Accounting of Funds	Paul John Dimla Administrative Assistant III Division Bookkeeper
12:00 - 1:00 PM		LUNCH BREAK
1:00 - 2:00 PM	Utilization of Net Income	Renato Mylon De Guia Administrative Assistant III Senior Bookkeeper
2:00 - 3:30 PM		WORKSHOP
3:30 -3:45 PM		PM SNACKS
3:45 - 4:45 PM	Open Forum	TWG / COA
4:45 - 5: 00 PM	Closing Remarks	Dr. Jennifer M. Alip DIC - OIC















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Re-Orientation on Monthly Canteen Proceeds

	October 8, PROGRAM	
7:45 – 8:15 AM	Registration	
8:15 – 9:30 AM	National Anthem Opening Prayer	AVR
	Acknowledgement of Participants	Emcee
	Opening Remarks	Ramon C. Perez SGOD Chief
	Inspirational Messages	Jerry Dimla Cruz, DEM, CESO VI Assistant Schools Division Superintendent
		Carolina S. Violeta, EdD, CESO V Schools Division Superintendent
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	School Head			
District	Elementary	Secondary	Nurses	
DAY 1 - October 7,	2025			
Abucay	11	5	1	
Bagac	10	4	1	
Dinalupihan East	15	7	1	
Dinalupihan West	18	0	1	
Hermosa	19	3	1	
Limay	14	4	1	
TOTAL	87	23	6	

District	School Head			
	Elementary	Secondary	Nurses	
DAY 2 - Octobe	er 8, 2025			
Mariveles	18	11	1	
Morong	9	4	1	
Orani	15	4	1	
Orion	14	3	1	
Pilar	12	3	1	
Samal	10	3	0	
TOTAL	78	28	5	











