



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
QUEZON CITY
Nueva Ecija St., Bago Bantay, Quezon City



August 2, 2012


MEMORANDUM TO:

Assistant Schools Division Superintendents
Division/District Supervisors
Principals, Head Teachers and Officer In-Charge
(Public and Private, Elementary and Secondary Schools)

INTRAMUROS CHILDREN'S TOUR PROGRAM

Attached is Regional Letter No. 211, s. 2012, dated July 24, 2012 from Ms. Luz. S. Almeda, CESO IV, Director IV, DepEd-NCR, re: **"INTRAMUROS CHILDREN'S TOUR PROGRAM"**, the contents of which are self – explanatory for the information and guidance of all concerned.

Immediate and wide dissemination of this Memorandum is desired.

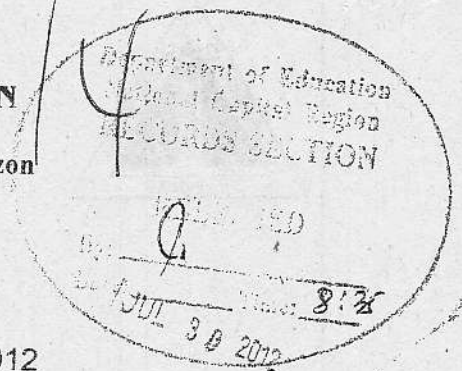

CORAZON C. RUBIO, CESO VI
Schools Division Superintendent

cdd/supervisor



Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON
(DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
(NATIONAL CAPITAL REGION)
Daang Misamis, Bago Bantay, Lungsod Quezon
(Mun. S. Bago Bantay, Quezon City)

DCS-QUEZON CITY
RECEIVED
BY: _____
JUL 30 2012
RECORDS SECTION



July 24, 2012

To: Schools Division Superintendents

Dear Sir/Madam:

Enclosed is a letter from Mr. Jose A. Capistrano, Jr., Administrator, Intramuros Administration, which is self-explanatory, for your information and appropriate action.

Attached is the tour schedule for your reference.

Immediate dissemination of this Regional Letter is desired.

Very truly yours,


LUZ S. ALMEDA, CESO IV
Director IV

Regional Letter No. 211 s, 2012



13 July 2012

DR. LUZ S. ALMEDA

Director
National Capital Region
Department of Education
Misamis Street, Quezon City

Dear Dr. Almeda,

For the 18th year now, we are conducting the **Intramuros Children's Tour Program** *Pasyal-Aral sa Intramuros* for elementary public school students of the National Capital Region. Once again, we rely on your support to make it a success.

Pasyal-Aral sa Intramuros will be held on September 11-14; 18-21, 2012 with the program consisting of a free guided tour of Fort Santiago, Baluarte de San Diego and Casa Manila Museum. The tour starts at 8:00 a.m. and ends at 4:00 p.m. We will request the mayors to provide transportation for the students and accompanying teachers.

We are looking forward to your valuable endorsement of the program. Thank you very much for helping us instill heritage appreciation among our Filipino youth.

Attached is the tour schedule for your reference.

Very truly yours,

JOSE A. CAPISTRANO, JR.
Administrator

5th Floor, Palacio del Gobernador
Corner General Luna & Aduana Sts.
Intramuros, Manila



PASYAL- ARAL SA INTRAMUROS
September 11-14; 18-21, 2012

SCHEDULE

DATE	CITY/MUNICIPALITY	PARTICIPANTS
11	Valenzuela	300
12	Manila	300
13	Taguig	200
	Pateros	100
14	Malabon	100
	Navotas	100
	Caloocan	100
18	Las Piñas	150
	San Juan	150
19	Makati	150
	Quezon City	150
20	Pasay	100
	Parañaque	100
	Muntinlupa	100
21	Mandaluyong	100
	Pasig	100
	Marikina	100



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
Quezon City, 2nd District, Metro Manila



August 14, 2012

MEMORANDUM TO:

Asst. Schools Division Superintendents
Division/District Supervisors/Coordinators
Elementary/Secondary School Principals
Officers In-Charge
Heads of Administrative Units
All Contractual Teachers & Non-Teaching Personnel Concerned

For the information and guidance of the field, attached is a letter dated August 6, 2012 from Mrs. Editha V. Alzona, City Accountant, Quezon City Hall, Quezon City, regarding the notice of suspension under NS No. 12-017-100(12) dated July 16, 2012, requiring additional documents to support the claims for salaries of all teaching and non-teaching personnel under job order, which is self-explanatory.

Immediate dissemination and compliance of this Memorandum is desired.


CORAZON C. RUBIO, CESO VI
Schools Division Superintendent

Incls.:

As stated.

p/oyo

August 6, 2012

MS. MARLENE S. AGUILAR
City Personnel Officer
City Personnel Office
This City

09 AUG 2012

Dear Ms. Aguilar:

Acting on the Notice of suspension under NS No. 12-017-100(12) dated July 16, 2012 which was received by this Department on July 25, 2012 that requires additional documents to support the claims for salaries of employees under job order contract, as follows:

1. Specific and quantified work accomplishments properly signed by the employee and approved by the immediate supervisor; and
2. Certification by the Head of Department that the activities/services rendered were vital and cannot be provided by the regular or permanent staff of that Department.

The above-mentioned documents is required under Sec. 4 (6) of P.D. No. 1445.

In this regard, may we request that all succeeding claims involving payment for salaries of job order contracts have to be supported by the said documents.

For your information and appropriate action.

Very truly yours,

EDITH ALZONA
City Accountant

Received by City

pls attach
no. 1.
2.



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
Quezon City, 2nd District, Metro Manila



August 14, 2012

MEMORANDUM TO:

Asst. Schools Division Superintendents
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CORAZON C. RUBIO, CESO VI
Schools Division Superintendent

Incls.:

As stated.

p/fojo