



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

NOV 03 2022

MEMORANDUM

**DROP EVERYTHING AND LEARN TOGETHER (DEALT) PROGRAM:
SIMPLE PRACTICAL HACKS FOR OFFICE EFFECTIVENESS**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. In line with DepEd Order No. 40 s. 2020 titled "Implementation of Learning and Development for Non-Teaching Personnel in the Department of Education in View of the COVID-19 Pandemic", this Office commences the Re-entry Program of UdeMy Short Courses Scholars dubbed as Drop Everything and Learn Together (DEALT) Program: Simple Practical Hacks for Office Effectiveness on November 23-25, 2022 via Zoom.
2. Expected participants to the said training are SDO and School Level 1 and 2 permanent employees. They are directed to register through the link: <https://tinyurl.com/2022-DEALT> on or before November 17, 2022.
3. Relative to this, the DEALT Program Pre-planning Meeting will be held on November 10, 2022 at 10:00 a.m. at the SDO Activity Area. The following members of Program Management Team (PMT) and UdeMy Scholars are invited to attend:

Name	Position	Office/ Unit / School
Mrs. Regale A. Olarte	SGOD-EPS	SDO-SGOD
Mrs. Ivy M. Romano	SEPS	SDO-HRD
Mr. Andres F. Sicam Jr.	EPSp II	SDO-HRD
Mrs. Noemi A. Valdez	AO V	SDO-Admin Office
Mrs. Virma Amistoso	AO V	SDO-Budget Office
Mrs. Lourdes V. Rodilla	AO IV	SDO-Record Office
Mr. Mark Anthony Andor	ADAS III	SDO-Supply Unit
Mrs. Jenny K. Rodrigo	ADAS III	SDO-Accounting Unit
Mr. Joed D. Espeleta	AO II	LIS



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Mrs. Angela M. Francisco	AO IV	SDO-Personnel Unit
Mr. Melano R. San Jose	ADAS III	SDO-Personnel Unit
Ms. Vilma Marquez	ADAS III	SDO-Cash Unit
Mrs. Julien Raiza Espinosa	AO II	TES

4. Immediate dissemination of this Memorandum is desired.


CARLEEN S. SEDILLA CESO V
 Schools Division Superintendent

Encl: None

Reference: None

To be indicated in the Perpetual Index
 under the following subjects

SCHOOLS

TRAINING PROGRAMS

IMR/ DEALT-Re-entry Program

369 October 25, 2022