



**MEMORANDUM TO:**

DEC 07 2020

Assistant Schools Division Superintendent  
Chief Education Supervisors – CID and SGOD  
Administrative Officer V  
Section/Unit Heads  
Elementary and Secondary School Principals  
Officers-In-Charge  
Public Schools  
All Concerned

**PROJECT UPGRADE FOR HR SCHOOL COUNTERPARTS WEBINAR RESET**

The field is hereby informed that the schedule for **PROJECT UPGRADE (Unified Protocol as Guide for Responsible Actions and Direction for Employees) Webinar** with HR School Counterparts is rescheduled to **December 9, 10 and 11 (Wednesday to Friday) 2020**.

Participants are requested to register <https://tinyurl.com/ProjectUpgradeHR>. Meeting link shall be sent through email.

100% attendance of 66 HR school counterparts is highly enjoined.

Activity expenses are chargeable against MOOE fund subject to budgeting, accounting and auditing rules and regulations.

Immediate wand wide dissemination of this Memorandum is highly desired.

  
**SHERYLL T. GAYOLA**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent