Memorandum To: SDO Chiefs (CID/SGOD)
Public Schools District Supervisor
Secondary School Heads
Secondary Schools NDEP Coordinators

FROM: SOCORRO V. DELA ROSA, CESQ VI
Schools Division Superintendent

SUBJECT: COORDINATION MEETING OF NDEP SCHOOL COORDINATOR

DATE: February 15, 2018

1. Pleased be informed that there will be a coordination meeting of all Secondary Schools NDEP Coordinators on February 22, 2018 at 1:00PM-5:00PM SDO conference Hall A.

2. The Agenda of the Meeting:
   - Updates on DDB Training Schedules
   - Schedule of Elections of BKD Officers and NDEP Coordinators
   - Search For Best BKD Implementation For Secondary Schools SY: 2017-2018
   - Creation of Committees on the Launching of BKD Catanduanes Chapter
   - Other matters

3. Travel and other incidental expenses will be chargeable against local school funds subject to the usual accounting and auditing rules and regulation.

4. For immediate dissemination and compliance.