DIVISION MEMORANDUM
No. 219 s. 2018

To :  
Chief, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
SEPS & EPs II (HRD, SMM & E & Soc Mob)
Secondary School Heads
School Cultural Coordinators
Project Development Officer

From :  
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

Subject :  
WORLD TEACHERS’ DAY CELEBRATION PLANNING CONFERENCE

Date :  
September 3, 2018

1. In connection with the WORLD TEACHERS’ DAY CELEBRATION, please be informed that there will be a Planning Conference on September 4, 2018, 8:30 A.M. at SDO Lobby.

2. Expected participants are the following:
   a. Secondary School Heads
   b. School Cultural Coordinators

3. Travel and other incidental expenses relative to the planning conference shall be charged against school MOOE/ local funds subject to the usual accounting and auditing rules and regulations.

4. For information and compliance.