MEMORANDUM

TO: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Administrative Officer (Administrative and Budget)
Section Chiefs, SEPS and EPS II
Elementary and Secondary School Heads

FROM: DANilo E. DESPl
Schools Division Superintendent

SUBJECT: DIVISION CONFERENCE
DATE: October 8, 2019

1. There will be a Division Conference on October 11, 2019 (Friday) to start at 8:00 A.M. at the Schools Division Office Hall A. The following shall be taken: Important DepEd Issuances and Strategic Direction of the Division shall be treated.

2. The participants are the Assistant Schools Division Superintendent, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors, Section Chiefs, SEPS, EPS II, Administrative Officers, Elementary and Secondary School Heads.

3. A registration fee of Php 350.00 shall be collected from each participant to cover the Two (2) Snacks and Lunch for the conference, it shall be charged against Local Funds/School MOOE subject to the usual accounting and auditing rules and regulations.

4. For information, guidance and compliance.