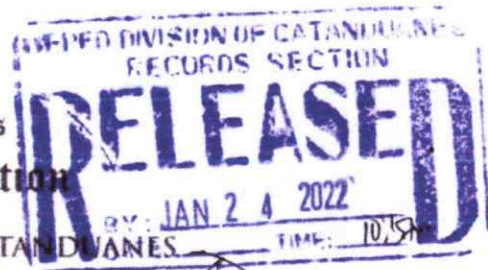




Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES



January 21, 2022

DIVISION MEMORANDUM
OSDS- SGOD -DM- 32 S. 2022

To: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
Concerned Elementary and Secondary Teachers
All Others Concerned

PLANNING CONFERENCE IN PREPARATION FOR THE DISTRICT MEETINGS AND TRAINING OF THE SIX SPORTS SKILLS

1. In connection with the preparation of the SDO in the conduct of District Meetings and Training of the Six Sports Skills, this office informs the field that there shall be a planning conference on **January 25, 2022, 8:00-5:00 p.m.** at the venue to be announced later.
2. The participants in this conference are Division Sports Officer, Assistant Schools Division Officer, Sports event managers, coaches, and trainers. Please see attached list for reference. Likewise, participants are requested to bring the following:
 - a. materials/soft copy of the presentations during the Regional/ National Training
 - b. Laptops and extension wire
3. Meals of the participants shall be charged from the HRTD fund. However, travel and other expenses relative to the conduct of the planning conference shall be charged to school MOOE/ local funds subject to the usual accounting and auditing rules and regulations.
4. For information, guidance, and compliance of all concerned.

SUSAN S. COLLANO
Assistant Schools Division Superintendent
Officer- In- Charge
Office of the Schools Division Superintendent

Encl: as stated
To be indicated in the Perpetual Index under the following subjects:
STUDENTS CO-CURRICULAR SPORTS
ATB-DM-01-21-22
Planning Conference In Preparation For The District Meetings
And Training Of The Six Sports Skills

