



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region V (Bicol)  
**SCHOOLS DIVISION OF CATANDUANES**  
Virac, Catanduanes

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**EASED**

Division of Catanduanes  
RECORDS SECTION  
Date: MAR 12 2019  
Time: 3:00 P.M.  
Initial/Signature: [Signature]

Division Memorandum  
Number 76, s. 2019

To : Chiefs, SGOD & CID  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary & Secondary School Heads  
Division NEAP Facilitators  
All Others Concerned

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

Subject : **Division Conference in Preparation for the Monitoring & Validation of School Heads Development Program (SHDP): Foundation Course and Instructional Leadership Program for Division and District Supervisors (ILPDDS) Application Projects**

Date : March 12, 2019

1. The School Governance and Operations Division through the Human Resource Development Unit will be having a Division Conference for the Monitoring and Validation of School Heads Development Program (SHDP): Foundation Course and Instructional Leadership Program for Division and District Supervisors (ILPDDS) Application Projects on March 13, 2019, 1:00 o' clock in the afternoon at SGOD Office.
2. Participants are the completers of the School Heads Development Program (SHDP): Foundation Course Batches 1, 2 and 3; and the Instructional Leadership Program for Division and District Supervisors (ILPDDS). Participants are requested to bring copy of their approved application project duly signed by the Schools Division Superintendent.
3. Travel expenses shall be charged against School MOOE subject to COA accounting rules and auditing procedures.
4. For information, guidance and compliance.