



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



July 21, 2015


DIVISION MEMORANDUM

No. 67, s. 2015

RELEASED
School Division Office of Catanduanes
RECORDS SECTION
Date JUL 22 2015
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By [Signature]

DIVISION PLANNING CONFERENCE AND SESSION GUIDES PREPARATION OF ENGLISH FACILITATORS OF ELEMENTARY AND SECONDARY FOR LAC MEETINGS

1. In line with the ZLAC Preparation in English, this office calls for a Division Planning Conference of elementary trainers and school heads on **July 30, 2015** at **8:00 a.m.**, while the secondary trainers and key Coordinators on same date in the afternoon to start at **1:00 p.m.** at the Schools Division Office Conference Hall C.
2. To facilitate uniform topics and sessions, a **Division Preparation of Session Guides** shall be held on **August 1, 2015 (Saturday)** for elementary and secondary trainers at the Schools Division Office Conference Hall C.
3. Participants are entitled to 1 day service credits/COC for the said Saturday activity.
4. Attached are the names of trainers, key school heads and key coordinators.
5. For immediate information, guidance and compliance.


NYMPHA D. GUEMO
Assistant Schools Division Superintendent
Officer In-Charge 