



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



RELEASED

DepEd-Division Office of Catanduanes

RECORDS SECTION

Date OCT 30 2013

Time 11:30

By [Signature]

MEMORANDUM

TO: Public Schools District Supervisor
Elementary School Heads

From: *[Signature]* **JOSE L. DONCILLO, CESO VI**
OIC, Asst. Schools Division Superintendent

Subject: Planning Conference: Instructional Development Program for
Science Teachers

Date: October 29, 2013

In connection with the **Instructional Development Program for Science Teachers** for the Month of November, a planning conference of District Key Science Teachers shall be held on November 6, 2013, 8:00 A.M. at the Virac Pilot Elementary School Library.

Transportation and other related expenses shall be charged to School MOOE/local funds subject to the usual accounting and auditing rules and regulations.

Wide dissemination of this memorandum is desired.