



Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



February 7, 2013

**DIVISION MEMORANDUM**

No. 77 s. 2013

**CAPACITY BUILDING FOR PUBLIC SCHOOLS DISTRICT SUPERVISORS/OICs**

**To: OIC, Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs**

1. In line with the department's continuing program on enhancing the capability of the district heads, this Office announces the conduct of the Annual Capacity Building for Public Schools District Supervisors/OICs on March 7, 2013, 8:00 a.m. – 5:00 p.m. at DepED Ecotech Center, Lahug, Cebu City.
2. This cranial forum will enable the participants to formally form as an organization identifying the respective roles, duties, and benefits of members.
3. Participants to this workshop are all District Supervisors/OICs.
4. Considering the importance of this activity, this Office directs all the participants to take into account the needed preparation to ensure 100% attendance.
5. Venue rental, meals, snacks and other expenses relative to the conduct of this activity shall be chargeable against **Division Training Funds**, subject to the usual accounting and auditing rules and procedures.
6. Dissemination of the contents of this Memorandum is desired.

**ARDEN D. MONISIT, Ed.D.**  
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 414-7457  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401  
Admin/Legal: (032) 253-7847

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)  
E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)