



Republic of the Philippines  
**Department of Education**  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
IPHO., Sudlon, Lahug, Cebu City



**Division Memorandum**  
No. 175 s. 2013

March 25, 2013

**MARCH DIVISION ALS CONFERENCE**

To: OIC, Assistant Superintendents  
Education Supervisors / Coordinators  
District Supervisors / OICs  
Elementary and Secondary School Heads

1. This Office announces the conduct of March Division ALS Conference on March 27, 2013, at the Division Social Hall, at 8:00 a.m. to 5:00 p.m.
2. The participants to this Conference are the District ALS Coordinators, Secondary ALS Coordinators, Mobile Teachers and AGAP/Literacy Volunteers.
3. Participants are requested to bring the following reports:
  - ❖ 2013 Quarter Report – hard and soft copy
  - ❖ 2013 Learners of the AGAP and IM's
  - ❖ Year end report
  - ❖ Updated Master List of Learners for 2013
4. Expenses for one meal and two snacks shall be charged against Division Funds, while travel expenses of the participants shall be charged against School MOOE / SEF, subject to availability and the usual accounting and auditing rules and regulations.
5. This Memorandum will serve as your Authority to Travel.
6. Immediate dissemination of this Memorandum is desired.

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

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