



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



July 22, 2013

DIVISION MEMORANDUM

No. 396 s. 2013

DIVISION CONFERENCE OF DISTRICT PESS AND LEAD MAPEH COORDINATORS

**To: OIC, Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Lead Secondary School Principals**

1. **There will be a Division Conference of all District PESS and Lead MAPEH Coordinators on July 29, 2013 to start at 8:30 in the morning to 5:00 in the afternoon at the Cebu Division Conference Hall, 2nd Floor, IPHO Bldg., Sudlon, Lahug, Cebu City.**
2. **The conference aims to:**
 - *evaluate the PESS programs in every district/school, SY 2012-2013;**
 - the staging of the Cebu Provincial Sports Festival/CVIRAA,2012;**
 - *disseminate the updated athletes' credentials & guidelines in selecting best athletes and Coaches/Chaperons**
 - *prepare Calendar of Activities for SY 2013-2014, and**
 - *plan Sports Program -district/municipality & division levels**
3. **A registration fee of Two Hundred Fifty pesos (Php 250.00) will be collected from each participant to defray expenses for lunch and two snacks. Expenses incurred by the participants relative to the attendance of the conference will be charged against School MOOE/SEF/PTA and other school funds, subject to its availability and the usual accounting and auditing rules and regulations. Other incidental expenses shall be charged against Division INSET Funds.**
4. **PESS / MAPEH Coordinators involved are requested to bring with them their consolidated PFSTT Results and Yearly Accomplishment Report for the Year 2012-2013.**
5. **District Supervisors / OICs / Lead Secondary Principals are requested to inform their District PESS/Lead MAPEH Coordinators respectively to ensure perfect attendance.**
6. **This Memorandum shall serve as the participants' Authority to Travel.**
7. **Immediate dissemination of this Memorandum is desired.**


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