



November 13, 2013

DIVISION MEMORANDUM

No. 692, s. 2013

PRE-DSPC MEETING

**To: OIC, Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads
Heads, Private Elementary and Secondary Schools**

1. This Office announces the conduct of a **Pre-Division Schools Press Conference (DSPC) Meeting** on November 15, 2013 at the DepED, Cebu Province Conference Hall, IPHO Building, Sudlon, Lahug, Cebu City from 8:00 AM to 5:00 PM.
2. This conference aims to:
 - a. plan and finalize the schedule of activities during the 2013 Division Schools Press Conference (DSPC);
 - b. review the guidelines on the different journalistic events to be conducted; and
 - c. create different committees and identify key persons to manage the different categories.
3. Participants to this conference are the Officers of the School Paper Advisers of Cebu Province Association Inc. (SPACEPRO AI), the Officers of the School Paper Advisers' Association from each area and the elementary and secondary school heads of Carmen, Cebu.
4. Traveling expenses and registration fee of **Two Hundred Pesos (Php 200.00)**, inclusive of snacks, lunch and other expenses relative thereto, shall be chargeable against **local school/SEF/PTA/Campus Journalism Funds**, subject to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as Authority to Travel.
6. Immediate and wide dissemination of this Memorandum is desired.

ARDEN D. MOMSIT, 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
E-mail Add : depedcebuprovince@yahoo.com