



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



September 28, 2015

Division Memorandum  
No. 651, s. 2015

**ONE-DAY ORIENTATION-WORKSHOP OF ALL ELEMENTARY SCHOOL HEADS ON THE KINDERGARTEN CURRICULUM**

To: Assistant Superintendent  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary School Heads

1. This Office announces the conduct of a **One-Day Orientation-Workshop of all Elementary School Heads on the Kindergarten Curriculum** to be held at **DepEd-Ecotech Center, Sudlon, Lahug, Cebu City** on the following dates:

Time and Date	Participants
October 14, 2015 8:00 AM to 5:00 PM	Elementary Schools Heads of schools in the First and Second Congressional Districts
October 15, 2015 8:00 AM to 5:00 PM	Elementary School Heads of schools in the Third and Fourth Congressional Districts
October 16, 2105 8:00 AM to 5:00 PM	Elementary School Heads of schools in the Fifth and Sixth Congressional Districts

2. A registration fee of Four Hundred Pesos (**Php 400.00**) shall be collected from each participant to defray expenses for 2 snacks, lunch, handouts and venue rental chargeable against **local/school MOOE/PTA/SEF funds**, subject to the usual auditing and accounting rules and guidelines.

3. This Memorandum serves as **AUTHORITY TO TRAVEL**.

4. Immediate dissemination of and strict compliance with this Memorandum is directed.

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

Telephone Numbers:  
Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 4147457  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401

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