



September 29, 2015

DIVISION MEMORANDUM
No. 654, s. 2015

**ACTIVITY COMPLETION REPORT TEMPLATE FOR
THE DMEA HELD IN SEPTEMBER 2015**

**To: Assistant Superintendent
Education Supervisors/Coordinators
District Supervisors
Elementary and Secondary School Heads**

1. Attached is Regional Memorandum No. 594, s. 2015, entitled, “**Activity Completion Report Template for the DMEA held in September 2015.**”
2. The deadline of submission of the reports as stipulated on the said Regional Memorandum is on October 01 , 2015.
3. Please use the attached template.
4. Immediate and wide dissemination and prompt compliance with this Memorandum is directed.


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
E-mail Add : depedcebuprovince@yahoo.com