



October 6, 2015

DIVISION MEMORANDUM
No. 693, s. 2015

PLANNING CONFERENCE FOR THE DIVISION SCHOOLS PRESSCON

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

1. This Office announces the conduct of the **Planning Conference for the Division Schools Presscon** on October 20, 2015 at Golden Prince Hotel and Suites, Acacia St., Cebu City.
2. This conference aims to:
 - a. plan and finalize the schedule of activities during the 2015 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 Paper Advisers of the 2015 DSPC qualifiers.
4. Traveling expenses and registration fee of **Six Hundred Pesos (Php 600.00)**, inclusive of snacks, lunch, venue rental and other expenses relative thereto, shall be chargeable against **local school MOOE/SEF/PTA/Campus Journalism Funds**, subject to the usual accounting and auditing rules and regulations.
5. This Memorandum also serves as Authority to Travel.
6. Immediate and wide dissemination of this Memorandum is desired.

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

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