

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



January 23, 2018

DIVISION MEMORANDUM

No. 066, s. 2018

**DIVISION CONFERENCE OF ALL DISTRICT SUPERVISORS, COORDINATING
SECONDARY SCHOOL PRINCIPALS, MUNICIPAL LR FOCAL PERSONS AND
DIVISION OFFICERS OF THE LR FOCAL PERSONS ASSOCIATION**

TO : Assistant Superintendents
Chief Education Program Supervisors
Education Program Supervisors/Coordinators
District Supervisors/OICs/SEPS/EPS II
Public Elementary and Secondary School Principals

1. Based on the recent report of the Pre-QA Team of the Lesson Plan Harvesting Project, a Division Conference of All District Supervisors, Coordinating Secondary School Principals, Municipal LR Focal Persons and Division Officers of the LR Focal Persons Association will be conducted on January 26, 2018 at Ecotech Partner Hotel – Hotel Fortuna, Borromeo St., Cebu City.

2. Participants to the Conference are the following, to wit:


No.	Participants	No. of Participants
1.	District Supervisors	55
2.	Coordinating Secondary School Principals	44
3.	Municipal LR Focal Persons	44
4.	Officers of the Division LR Focal Persons Assn.	20
5.	EPS, Division Pre-QA Team and Support Staff	20
	Total	183

3. The Conference aims to discuss the issues and concerns raised in the report of the Pre-QA Team as well as to come up with doable strategies to meet the target of the Lesson Plan Harvesting as planned.

4. District participants headed by the District Supervisor are directed to bring the following:

- Soft/CD File of the Complete Compilation of the Harvested Lesson Plan from Quarter 1 – 4;
- Soft/CD File of the Complete Compilation of the Curriculum Map & CIM from Quarter 1 – 4

- c. Soft & Hard File of the 2017 District Implementation Plan of the Lesson Plan Harvesting
 - d. **All unsubmitted Hard Copies** of the DLPs of the District from Quarter 1 – 4;
 - e. One (1) laptop with cd drive and back up extension cord.
5. Travelling and registration fee of P 500. 00 per participants are chargeable against local/school MOOE funds and private school funds, while travelling, registration, accommodation of the division participants and staff, cost of materials and other incidental expenses of the conference are chargeable against Division MOOE funds, subject to the usual accounting and auditing rules and regulations.
6. This Memorandum serves as **Travel Authority** of all the participants.
7. Immediate and wide dissemination of and strict compliance with this Memorandum is directed.


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Schools Division Superintendent

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