



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



**February 12, 2018**

**DIVISION MEMORANDUM**

No. 123, s. 2018

**FINAL REVIEW AND DELIBERATION OF FORM 9 FOR SENIOR HIGH SCHOOL  
(SHS) AND OTHER RELATED ACTIVITIES**

**TO :** Assistant Superintendents  
Chief Education Program Supervisors  
Education Program Supervisors/Coordinators  
District Supervisors/OICs/SEPS/EPS II  
Public and Private Secondary School Heads

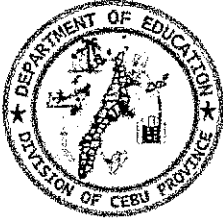
1. Based on the findings of the recently concluded checking of Form 9 for Senior High School last February 5 – 9, 2018 and to make sure that all entries are in order and correct, a final review and deliberation will be conducted on February 13 – 14, 2018 at Ecotech Center's partner hotel – Hotel Fortuna, Borromeo St., Cebu City.
2. Personnel involved in the validation are the District Checking Committee Chairman (PSDS), Members of the Division Checking Committee and staff. Members of the Division Checking Committee will report to the venue beginning on February 13, 2018, while the PSDSs who served as district chairmen will join the group on February 14, 2018.
3. All schools with Form 9 compliance shall submit their corrected copy to the validation venue in the morning of February 13, 2018. If there are still corrections after the validation and deliberation, the same shall be referred and returned back to the schools for revision and incorporation of the corrections before it will be signed and approved. The Committee will issue a resolution endorsing the approval of the application by this Office.
4. Travelling expenses of personnel from the field are chargeable against local/school MOOE funds, while food, room accommodation, venue rental, travelling expenses of division personnel and other incidental expenses are chargeable against Division MOOE funds, subject to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as Travel Authority of all participants. Please come on time.
6. Immediate and wide dissemination of and strict compliance with this Memorandum is directed.

  
**RHEA MAR A. ANGTUD, Ed.D., CESO VI**  
Schools Division Superintendent

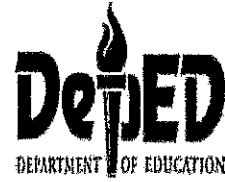
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**DIVISION CHECKING AND REVIEW COMMITTEE**

<b>Education Program Supervisors</b>	<b>SHS Technical Working Group (TWG)</b>
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