



May 7, 2018

DIVISION MEMORANDUM

No. 313 s. 2018

**CONFERENCE FOR TEACHER DESIGNATE/LICENSED SCHOOL GUIDANCE
COUNSELORS OF SECONDARY SCHOOLS**

To: Assistant Superintendents
Education Program Supervisors/Coordinators
District Supervisors/OICs
Secondary School Heads
Teacher Designate/Licensed School Guidance Counselors
PDO Youth Formation Coordinators

1. This Office announces the conduct of the Conference for Teacher Designate/Licensed Guidance Counselors of Secondary Schools on the following dates:

Dates	Venues	Participants
June 1, 2018	Executive Conference Room, DepEd Ecotech Center	North
June 2, 2018	Executive Conference Room, DepEd Ecotech Center	South

2. This conference aims to:
 - a. Orient the participants in interpreting National Career Assessment Examination (NCAE) test results in relation to Career Guidance advocacy.
 - b. Identify the implementation status of Career Guidance Program in schools
 - c. Familiarize guidance forms
 - d. Other matters.
3. A registration fee of Five Hundred Seventy-Five Pesos (P575.00) shall be collected to defray the expenses of 2 snacks, 1 lunch and rental of the venue. Registration and traveling expenses shall be chargeable against **local school/SEF/MOOE Funds**, subject to availability and the usual accounting and auditing rules and regulations.
4. This memorandum serves as participants' Authority to Travel.
5. Immediate dissemination of the contents of this Memorandum is desired.


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Schools Division Superintendent

 