

Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



May 21, 2018

DIVISION MEMORANDUM

No. 339, s.2018

3rd DIVISION EXECUTIVE CONFERENCE 2018


To: Assistant Superintendents
Division Chiefs
Education Program Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. The 3rd Division Executive Conference (ExeCon) for CY 2018 is scheduled on the following dates:

Districts	Date	Venue	In-charge
Southern Districts (Minglanilla to Pinamungajan)	May 31, 2018	Pavilion, Ecotech Center	Oslob and Santander
Northern Districts (Cordorva to Balamban including the islands of Camotes and Bantayan)	June 1, 2018	Pavilion, Ecotech Center	Sogod

2. Participants to this one-day conference are : ASDSs, Division Chiefs, Education Program Supervisors (EPSs), Senior Educations Program Specialists (SEPSs), Education Program Specialists II (EPSs II), EPS-ALS, Section Heads, District Supervisors and School Heads for both elementary and secondary. No proxy is allowed. Participants to the ExeCon are advised to come in their corporate attire.
3. Host districts are directed to prepare the folders and other necessary attachments days ahead of their schedule.
4. Prior to the ExeCon, the undersigned is convening the Division Management Committee (ManCom) on May 30, 2018 to discuss the ExeCons's agenda at the 2nd Floor of the New Dining Hall, Ecotech Center.

5. Participants to the ManCom are: ASDSs, Division Chiefs, EPSs, SEPSs, EPSs II and Section Heads.
6. A registration fee in the amount of **Six Hundred Pesos (Php 600.00)** shall be collected from each participant from the field to defray the expenses for one meal and two snacks (AM/PM).
7. Expenses incurred in the holding of the ExeCon and ManCom such as meals, and snacks of Division Office personnel and venue rental shall chargeable against Division MOOE. Travel, registration fee and other incidental expenses from each participant are chargeable to Division/School MOOE funds subject to availability and the usual accounting and auditing rules and regulations.
8. Immediate and wide dissemination of this memorandum is desired.


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