



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



October 4, 2018

DIVISION MEMORANDUM

No. 688 s. 2018

ONE-DAY CONFERENCE FOR JUNIOR HIGH SCHOOL REGISTERED GUIDANCE COUNSELORS/TEACHER DESIGNATES

To: Assistant Superintendents
 Education Program Supervisors/Coordinators
 District Supervisors/OICs
 Secondary School Heads

1. This Office announces the **conduct of One-Day Conference for Junior High School Registered Guidance Counselors/Teacher Designates** at the New Dining Hall 2, DepEd Ecotech Center, Sudlon, Lahug, Cebu City on the following schedule:

PARTICIPANT	DATE
South Area	October 11, 2018
North Area	October 12, 2018

2. This conference aims to:
 - a. survey the need for establishment of Peer Facilitator Circle in Secondary Schools;
 - b. organize officers for Junior High School;
 - c. discuss school forms;
 - d. other matters
3. A registration fee of **Six hundred Pesos (P600.00)** will be collected to cover the facilities and venue rental, two (2) snacks and lunch.
4. Travel, incidental expenses and registration fee shall be chargeable against **local school/SEF/MOOE Funds**, subject to its availability and the usual accounting and auditing rules and regulations.
5. This memorandum serves as **Authority to Travel** to participants.
6. Immediate dissemination of the contents of this Memorandum is desired.

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

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By:

[Handwritten Signature]
 RHEA MAR A. ANGTUD, Ed.D.
 Schools Division Superintendent