



Department of Education

Region V

DIVISION OF CAMARINES SUR

Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM NO. 305, s. 2019



TO: Asst. Schools Division Superintendents
Chief Education Supervisors (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors (Division-based)
All SGOD Personnel
Administrative Officers (Admin Services, Personnel, Cash,
Budget, Supply, and Records)
IT Officer
Division Accountant
Presidents of PSDSs, PESPA, ACSSSA, CASESTEA,
CASTEMUPCO and NEU
Concerned Division Personnel

FROM: *ef*
CECILE C. FERRO, CESO VI
Asst. Schools Division Superintendent
Officer-In-Charge

DATE: August 27, 2019

SUBJECT: **2019 World Teachers' Day Planning Conference**

1. There will be a Planning Conference on **August 29, 2019, 8:30 AM** at the **Division Conference Hall, SDO Camarines Sur, Freedom Sports Complex, San Jose, Pili, Camarines Sur** in preparation for the **2019 World Teachers' Day Celebration**.
2. The expected participants are the Assistant Schools Division Superintendents, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors (Division-based), SGOD Personnel (Includes Nurse In-Charge and Dentist In-Charge), Administrative Officers (Admin Services, Personnel, Cash, Budget, Supply, Records), Division Accountant, Presidents of PSDSs, PESPA, ACCSSA, CASESTEA and CASTEMUPCO.
3. Travel and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. For immediate dissemination.