



Republic of the Philippines  
DEPARTMENT OF EDUCATION

Region V

*Division of Camarines Sur*



Freedom Sports Complex, San Jose, Pili, Camarines Sur

**DIVISION MEMORANDUM**

No. 67, s. 2018

February 12, 2018

**ADDENDUM/CORRIGENDUM TO DIVISION MEMORANDUM NO. 61, s. 2018 ENTITLED SEMINAR ON  
SOCIAL GRACES AND ETIQUETTES CUM MANCOM MEETING**

To: Asst. Schools Division Superintendents  
School Governance Operation Division (SGOD) Chief  
Curriculum Implementation Division (CID) Chief  
Education Program Supervisors  
PSDS Secondary  
Secondary School Heads  
SHS Asst. Principals

This is to inform all concerned that Paragraph 5 of Division Memorandum No. 61, s. 2018 states that;

*"A registration fee of One Thousand Eight Hundred Pesos only (Php 1,800.00) shall be collected from each participant and coach to defray operational expenses in the conduct of the activity. Registration fee and travelling expenses of all participants shall be charged against Division/ School MOOE subject to the usual accounting and auditing rules and regulations."*

The said paragraph of the same memorandum should read as;

***A registration fee of One Thousand Eight Hundred Pesos only (Php 1,800.00) shall be collected from each participant to defray operational expenses in the conduct of the activity. Registration fee of school heads attached to the division and of all division personnel participants shall be automatically deducted from their respective MOOE while registration fee of autonomous schools shall be paid on site. Registration fee and travelling expenses of all participants shall be charged against Division/ School MOOE subject to the usual accounting and auditing rules and regulations.***

For information and guidance.

**ARNULFO M. BALANE, CESO V**  
Schools Division Superintendent