



February 21, 2014

Division Memorandum

No. 110 s. 2014

CAPACITY BUILDING FOR PUBLIC SCHOOLS DISTRICT SUPERVISORS/OICs

To : OIC, Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs

1. In line with the department's continuing program on enhancing the capability of the district heads, this Office announces the conduct of the Annual Capacity Building for Public Schools District Supervisors/OICs on March 19, 2014, 8:00 a.m. – 5:00 p.m. at DepEd Ecotech Center, Lahug, Cebu City.
2. This cranial forum will orient the participants on the Rationalization Plan of the department.
3. Participants to this workshop are all District Supervisors/OICs.
4. Considering the importance of this activity, this Office directs all the participants to take into account the needed preparation to ensure 100% attendance.
5. Venue rental, meals, snacks and other expenses relative to the conduct of this activity shall be chargeable against Division Training Funds, subject to the usual accounting and auditing rules and procedures.
6. This will serve as Authority to Travel of all participants.
7. Dissemination of the contents of this Memorandum is desired.

ARDEN B. MONISIT, Ed.D.
Schools Division Superintendent