



May 22, 2014

DIVISION MEMORANDUM
No. 233, s. 2014

**FIRST DIVISION EXECUTIVE CONFERENCE
FOR SCHOOL YEAR 2014-2015**

**To: Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Central School and Secondary Lead Principals
Administrative Officer V
Division Office Section Chiefs**

1. This Office announces the conduct of the **1ST Division Executive Conference for School Year 2014-2015** at the Executive Dining Hall, DepED Ecotech Center, Sudlon, Lahug, Cebu City on May 28, 2014 from 8:00 AM to 5:00 PM.
2. Relative to this, all travels of the expected participants are hereby cancelled in preference for the said conference.
3. Meals, snacks, venue rental and other expenses relative to the conduct of the said activity shall be chargeable against **Division MOOE/INSET Funds**, subject to the usual accounting and auditing rules and regulations.
4. This serves as participants' Authority to Travel.
5. Immediate and wide dissemination of this Memorandum is directed.


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

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