



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



August 22, 2014

DIVISION MEMORANDUM

No. 397 s. 2014

CONFERENCE-WORKSHOP OF SCHOOL TLE COORDINATORS

**To : Assistant Superintendents
Education Supervisors/Coordinators
Secondary School Heads**

1. There will be a **Conference-Workshop of All School TLE Coordinators, Congressional District and Division TLE Officers** on September 3, 2014 at the Division Conference Hall, IPHO Bldg., Lahug, Cebu City at 1:00 p.m.
2. Division TLE Officers are requested to come at 8:30 in the morning.
3. This conference aims to:
 - 1) design plans for the conduct of the Third Division Technolympics
 - 2) discuss and familiarize the skills to be competed (Techno Dance /Mr. & Ms. Technolympics)
 - 3) elect new set of Division TLE Association Officers
 - 4) accounting of the association funds
4. Registration fee of P75.00 shall be collected from each participant to defray expenses for snacks.
5. Travelling expenses, registration fee and other incidental expenses incurred by the participants shall be chargeable against school MOOE/STEP/SEF/PTA/TVE funds subject to its availability and the usual accounting and auditing rules and regulations.
6. This memorandum serves as **Authority to Travel** of the participants.
7. Wide dissemination of this memorandum is desired.


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Schools Division Superintendent

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