



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



19 JUL 2017

DIVISION MEMORANDUM
No. 456, s2017

DIVISION EXECUTIVE CONFERENCE (ExeCon) FOR AUGUST 2017

**TO: Assistant Schools Division Superintendents
Chiefs, Functional Divisions
Education Program Supervisors/Coordinators
Public Schools Division Supervisors (PSDSs)/OICs
Principal/Heads of Elementary and Secondary Schools
All Others Concerned**

1. The Field is hereby informed of the scheduled Division Executive Conference on the following venues and dates:

DISTRICTS	VENUE/HOST	DATE
Northern Districts	Golden Peak Hotel & Suites Gorordo Ave., Cebu City Liloan District	August 7, 2017 (Monday)
Southern Districts	Golden Peak Hotel & Suites Gorordo Ave., Cebu City Sibonga District	August 8, 2017 (Tuesday)

2. The host districts (Liloan and Sibonga) shall prepare for the venue, seminar folder/kit, opening program and accommodation of the participants. Host districts during the May Execon are directed to submit the Minutes of the Previous Meeting to the Division Office (Attention: Dr. Novie O. Mangubat, SGOD Chief) the soonest time possible.
3. In preparation for the Division Executive Conference, the Division Management Committee (MANCOM) shall convene on August 4, 2017, Friday from 9:00AM to 5:00PM at 2nd Floor New Dining Hall, Ecotech Center. Members of the MANCOM such as the ASDS, Division Chiefs, Education Program Supervisors, SEPS and Section Heads are directed to be present on the aforementioned MANCOM and during the scheduled EXECON.
4. Registration fee in the amount of Three Hundred Fifty Pesos (P350.00) shall be collected from each participant to defray expenses for one meal and two snacks (AM/PM). The registration fee, travelling expenses and per diems of division personnel including the holding of the MANCOM shall be chargeable against School MOOE, subject to availability and the usual accounting and auditing rules and regulations.
5. Participants to the conference are advised to be in their corporate attire.
6. This Memorandum serves as participants "Authority to Travel".
7. Immediate dissemination of and compliance with this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent