



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



December 5, 2017

DIVISION MEMORANDUM

No. 851, s.2017

4th DIVISION EXECUTIVE CONFERENCE FOR SY 2017-2018

To: Assistant Superintendents
Division Chiefs
Education Program Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. The 4th Division Executive Conference (ExeCon) for SY 2017-2018 is scheduled on the following dates:

Districts	Date	Venue	In-charge
Southern Districts (Minglanilla to Pinamungajan)	December 14, 2017	Pavillon, Ecotech Center	Argao
Northern Districts (Cordova to Balamban including the islands of Camotes and Bantayan)	December 15, 2017	Pavillon, Ecotech Center	Carmen

2. Participants to this one-day conference are: ASDS, Division Chiefs, Education Program Supervisors (EPS), Senior Education Program Specialists (SEPS), Education Program Specialist II (EPS II), EPS-ALS, Section Heads, District Supervisors and School Heads for both elementary and secondary. No proxy is allowed. Participants to the ExeCon are advised to come in their Christmas party attire. Each municipality must prepare a presentation, game and corresponding door prizes.

3. Prior to the ExeCon, the undersigned is convening the Division Management Committee (ManCom) on December 13, 2017 to discuss the ExeCon's agenda. The venue of the ManCom shall be announced in a separate memorandum.
4. Participants to the ManCom are: ASDS, Division Chiefs, EPS, SEPS, EPS-II and Section Heads.
5. Expenses incurred in the holding of the ExeCon and ManCom such as meals, snacks and venue rental shall be charged against the Division MOOE, subject to its availability and the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this memorandum is desired.


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