



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF CEBU PROVINCE

**Office of the Schools Division
Superintendent**

January 4, 2023

DIVISION MEMORANDUM

No. 002, s. 2023

**CONDUCT OF DEPED CEBU PROVINCE SPECIAL CONFERENCE WITH
PUBLIC SCHOOLS DISTRICT SUPERVISORS AND
CENTRAL SCHOOL PRINCIPALS**

To: Assistant Schools Division Superintendents
Division Chiefs, CID and SGOD
Public Schools District Supervisors/OICs
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office announces the conduct of “**DepEd Cebu Province Special Conference with Public Schools District Supervisors and Central School Principals for FY 2023**” on January 5, 2023 at Annex Dining, DepEd Ecotech Center, Sudlon, Lahug, Cebu City.
2. This special conference aims to discuss the latest policy guidelines governing the provision of personnel benefits and other important matters.
3. Participants to this conference are the fifty-eight (58) Public Schools District Supervisors, and the fifty-eight (58) Central School Principals and selected Division Office personnel.
4. Travel and other incidental expenses of the participants from the District Offices and schools shall be charged against the local/School MOOE Funds. **All participants** are expected to arrive at the venue before 10:30AM. **The conference proper will start at exactly 10:30AM** in consideration of the travel time that the participants need to spend prior to the conduct of the activity. Attendance is a **MUST**.
5. Expenses incurred during the conduct of this conference such as, venue, meals and snacks of the participants shall be charged against **HRTD funds**, subject to their availability and the usual government accounting and auditing rules and regulations.
6. The participants are still advised to observe the minimum public health and safety standards during the conduct of the meeting. The Medical Section (**Attn.: Dr. Asterterie A. Bernales & Dr. Virgilio Tantuico**) is hereby directed to assign at least two (2) nurses to be at the training venue throughout the entire course of this meeting.
7. This Memorandum serves as **Authority to Travel** for the participants.
8. Wide dissemination of and strict compliance with this Memorandum are directed.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent

MSA/LMD/FCL/SGOD/VAY/lgm2023



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