




DIVISION MEMORANDUM

No. 358 S. 2019

TO: All Focal Persons/Coordinators  
 All Public Schools District Supervisors

FROM:   
**MARILOU B. DEDUMO, Ph.D., CESO V**  
 Schools Division Superintendent

SUBJECT: **MEETING OF DIVISION FOCAL PERSONS/COORDINATORS IN PREPERATION FOR 2019 DIVISION INTEGRATED STUDENTS ACTIVITIES (DISA) CUM PREPARATION OF ADJUSTED WORK PLANS ON CURRICULUM AND INSTRUCTION BY ALL PUBLIC SCHOOLS DISTRICT SUPERVISORS/DISTRICT IN-CHARGE**

DATE: August 9, 2019

1. In preparation for the forthcoming Regional Integrated Students Activities (RISA) on November 18-22, 2019 in Tandag City, a planning conference of all Division Focal Persons will be conducted this Tuesday, August 13, 2019 at GHouse, San Agustin Norte, Tandag City.
2. On the other hand, the PSDS shall prepare their adjusted Work Plans in Instructional Supervision.
3. Participants to this activity are the EPS and Coordinators, PSDS/DICs.
4. Please bring with you your laptop and extension cords. Meals and snacks are chargeable against HRTD funds subject to the usual accounting and auditing procedures.
5. STRICTLY, no proxy is allowed.
6. Wide dissemination on this Memorandum is desired.

*cid/c.casa*

References: \_\_\_\_\_

To be indicated in the Perpetual Index  
 under the following subjects

DISA  
 WORK PLANS PREPARATION

MEETING

MEMORANDUM