



Division Memorandum  
 Number 411, s. 2019

To: All Public Schools District Supervisors/In-Charge  
 This Division

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

Subject: **PLANNING CONFERENCE FOR THE 2019 DIVISION SCHOOLS PRESS CONFERENCE**

Date: September 13, 2019

1. In view of the forthcoming Regional Integrated Student Activities (RISA), the office shall also conduct a Division Integrated Student Activities (DISA) on September 29 to October 2, 2019 in Barobo, Surigao del Sur. One of the major activities to be undertaken is the Division Schools Press Conference (DSPC).
2. In order to have an orderly and systematic conduct of DSPC, a Planning Conference is scheduled on September 16, 2019 from 8:30 AM onwards at the Division Office Conference Hall. Each district is enjoined to send 1 District Journalism Coordinator to participate in this activity.
3. There will be no registration fee to be collected. Participants shall take charge of their own meals and snacks which shall be charged to their school MOOE/local funds together with the travelling expenses and per diem subject to the usual auditing and accounting rules and regulations.
4. Immediate and wide dissemination of this memorandum is highly desired.

cid/ims/clerio

Reference: Division Memorandum No. 405, s. 2019

To be indicated in the Perpetual Index  
 Under the following subjects

PLANNING CONFERENCE

DISA

DSPC