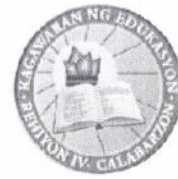




Republic of the Philippines
DEPARTMENT OF EDUCATION
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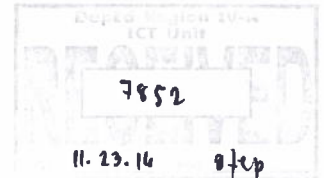


REGIONAL MEMORANDUM

No. 388 s, 2016

To : **Assistant Regional Director**
Schools Division Superintendents
Assistant Schools Division Superintendents

From :  **DIOSDADO M. SAN ANTONIO**
Director IV



Subject : **Year End Conference of SDSs and ASDSs**

Date : 22 November 2016

1. A Year End Conference of the schools division superintendents and assistant schools division superintendents shall be held at the La Virginia Hotel & Resort, Mataas na Kahoy, Batangas on 14-15 December 2016 starting 1pm.
2. Participants to the said meeting are the Regional Director, Assistant Regional Director, Schools Division Superintendents and Assistant Division Superintendents.
3. Each participant shall be charged a registration fee of Two Thousand Four Hundred pesos only (P 2,400.00) to cover afternoon snack, conference venue and other incidental expenses.
4. All expenses incurred by the participant's attendance to this conference shall be charged against local funds, subject to existing accounting and auditing rules and regulations.
5. Compliance with this memo is desired.



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