



Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OFFICE OF PANGASINAN II
Binalonan

Office of the Schools Division Superintendent

DIVISION MEMORANDUM No. 062, s. 2024

TO: PUBLIC SCHOOLS DISTRICT SUPERVISORS
SECONDARY SCHOOL PRINCIPALS
ELEMENTARY SCHOOL PRINCIPALS
SEEAP & DECAP OFFICERS

Subject: CONFERENCE OF DEPARTMENT HEADS, _____ & DISTRICT
ENGLISH COORDINATORS

Date: January 30, 2024

PARTICULARS

1. There will be a conference of Department Heads, _____ District English Coordinators on February 5, 2024 at CB Mall, Urdaneta City, 9:00AM to 12:00PM.
2. The objectives of the conference are the following:
 - a. to discuss the recently concluded DFOT (post conference);
 - b. to plan for third and fourth quarter activities and submission of required reports.
3. Travel expenses shall be charged to school MOOE, or local school funds subject to the usual accounting and auditing procedures.
4. For the immediate dissemination and strict compliance of all concerned.

VIVIAN LUZ S. PAGATPATAN, PhD., CESO V
OIC- Schools Division Superintendent



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