Division Memorandum
No. 507 s. 2017

To: Principals/School Heads
   Senior High Schools

Attn: Lanie A. Carbon
      Ruparan Senior High School

   Rizza Chen T. Vender
      Kapatawan Senior High School

   Sheryl G. Aposaga
      Digos City Senior High School

   Juvic V. Sucayre
      Matti Senior High School

From: Winnie E. Batoon, Ed. D.
      Officer In-Charge
      Office of the Schools Division Superintendent

For and in the absence of the OIC of the Office of the Schools Division Superintendent:

Francis Jude D. Alcomendras
      Administrative Officer V

Subject: Planning-Conference for the Rollout Training of the Career Guidance Implementation for Grade 11 Senior High School

Date: August 8, 2017

1. To carry out the National Training of Tainers and Mass Training of Teachers and Career Advocates in the Implementation of the Grade 11 Career Guidance Program, the above mentioned teachers are requested to convene for a Planning-Conference on August 15, 2017 at the Division Office at 8 o'clock in the afternoon.

2. Agenda include the following: List of Participants, Matrix of the Training, Presentation and assignment of modules and other matters.

3. Travel expenses incurred during Planning-Conference are chargeable against local funds subject to the usual accounting and auditing rules and regulations.