



DIVISION MEMORANDUM


No. 481 S. 2016

Attention: MRS. ROSALINDA C. ADLAON
PSDS/Division SPED Coordinator

Re: ONE-DAY PLANNING CONFERENCE FOR
DIVISION EDUCATION PROGRAM SUPERVISORS
AND IN-CHARGE OF SPECIAL EDUCATION PROGRAM (SPED)

Date: SEPTEMBER 01, 2016

1. Herewith is the Regional Memorandum No. 2018 S. 2016 from Dep Ed Regional Office XI through the Curriculum and Learning Management Division (CLMD) for a One – Day Planning Conference for Division EPS/SPED in-Charge on **September 16, 2016** at 8:00AM to 5:00PM at **Waling-waling Hall, Dep Ed Region XI, F. Torres St., Davao City.**
2. In view of this, you are hereby advised to participate in this said conference.
3. This conference aims to:
 1. re-orient Special Education Program Supervisors with Dep Ed memoranda and orders governing its implementation;
 2. provide updates on the implementation of all SPED Program;
 3. identify the venue of the 2016 Fun Day.
 4. agree on the events that will be contested in the 2016 Fun Day;
 5. discuss and set clear guidelines and mechanics for the 2016 Fun Day.
 6. present reports of accomplishment in the implementation of SPED in the Division
 7. let SPED EPS create and present their Instructional Supervision Plan for the monitoring and implementation of the program.
4. Participants are advised to bring Laptop for the presentation of the accomplishments and the updated data of their SPFL Implementation. Attached is the template of the required data.
5. Meals and snacks are to be served chargeable against Regional Funds while travel allowance and other incidental expenses of the participants shall be charged against Local /MOOE funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this memorandum is desired.


DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digo

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Date: **SEP 05 2016** Time: **12:14 PM**

By: 