



DepEd – DIVISION OF QUEZON

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November 18, 2019

DIVISION MEMORANDUM

DM No. 905, s. 2019

DIVISION MANAGEMENT COMMITTEE MEETING

**To: Assistant Schools Division Superintendents, Public Schools District Supervisors
Elementary and Secondary School Heads and All Others Concerned**

1. DepEd Quezon will conduct Management Committee Meeting on Nov 20 to 29, 2019 at Queen Margaret Hotel, Domoit, Lucena City. Registration will start at exactly 7:00am and meeting proper will commence at 8:00 am. The schedule per Congressional District is as follows:

District	Schedule
Public Schools District Supervisors	Nov 20, 2019
Congressional District 1 School Heads	Nov 29, 2019
Congressional District 2 School Heads	Nov 21, 2019
Congressional District 3 School Heads	Nov 22, 2019
Congressional District 4 School Heads	Nov 28, 2019

- The meeting primarily aims to address all the issues and concerns pertaining to the delivery of basic education services in schools and learning centers.
- A registration fee of Php 1,200.00 shall be collected to cover the food and other incidental expenses. Registration fees and travel expenses of participants shall be charged to school/ district MOOE/ local funds subject to usual accounting and auditing procedure. This is a live- out meeting. The first meal to be served is breakfast and the last meal to be served is dinner
- Attendance is a must. Proxy is not allowed.
- Immediate dissemination of this Memorandum is desired.

CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

Asdsgmi11/18/2019

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