



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

June 1, 2018

DIVISION MEMORANDUM

No. 39, s. 2018

DIVISION CONFERENCE OF DISTRICT/SCHOOL LIBRARY DESIGNATE AND SUBMISSION OF SECOND QUARTER ACCOMPLISHMENT REPORT

TO: ASDS's
CID & SGOD Chiefs
Division Education Program Supervisors
Public Schools District Supervisors/DICs
Public Elementary, Junior & Senior High School Principals

1. This office informs the field on the Division Conference of District/School Library Designates on Saturday, June 9, 2018 at 3rd Floor, Division Conference Room, at 8:00AM to 5:00PM.
2. Each district must send 2 representatives preferably its official designate to attend the said conference preferably from Central Elementary and Main High Schools.
3. Participants are required to bring and submit the following in soft and hard copies:
 - a. 3-minute presentation of their 2nd Quarter Accomplishment Report with MOVs;
 - b. S.Y. 2018-2019 School Library Calendar of Activities;
 - c. 2nd Quarter Accomplishment Report on School Library operations; and
 - d. Learning Resources Inventory.
4. Since the conference falls on a Saturday, teacher participants are entitled of 1-day Service Credit while non-teaching facilitators and staff with 1-day CTO as per CSC-DBM JOINT CIRCULAR NO. 01-04.
5. Lunch and snacks will be provided charged to the Division HRTD Funds while travelling and other incidental expenses shall be charged against School MOOE or other school funds subject to the usual auditing and accounting rules and regulations.
6. Please be guided accordingly.
7. Immediate and wide dissemination of this Memorandum is desired.

WILFREDA D. BONGALOS, Ph. D., CESO V
Schools Division Superintendent *WB*