



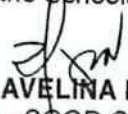
DIVISION MEMORANDUM

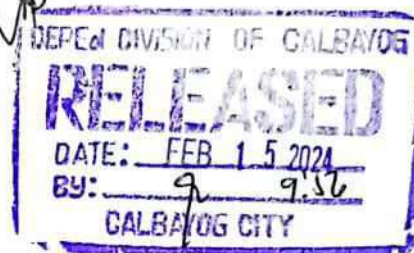
No. 049, s. 2024

TO: Public School District Supervisors
Public Secondary and Elementary School Heads
All Others Concerned

FROM: **MARGARITO A. CADAYONA, JR. PhD, CESO VI**
OIC - Schools Division Superintendent

For the Schools Division Superintendent


DR. AVELINA P. TUPA
OIC - SGOD CHIEF
Officer In-Charge



SUBJECT: **URGENT CONFERENCE WITH THE MANAGEMENT TEAM AND SCHOOL HEADS TO THE 2024 NATIONAL ASEP CONTEST**

DATE: February 15, 2024

1. There will be an urgent conference with all the participants to the 2024 National ASEP Contests on February 19, 2024 to start at one o'clock in the afternoon at the Division Library Hub, Division Office, Calbayog City.
2. The objectives of the conference are but not limited to the following: a) finalization of ASEP participation, and b) other matters.
3. The participants of this conference are the management team and school heads who are included in the final list.
4. It is expected that those who are assigned as technical officials shall bring their prepared materials, rules, and technical guidelines for consolidation.
5. This memorandum shall serve as **Travel Authority** of the participants.
6. All expenses relative to the conduct of this activity shall be charged to respective division/school MOOE fund subject to the usual government accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

