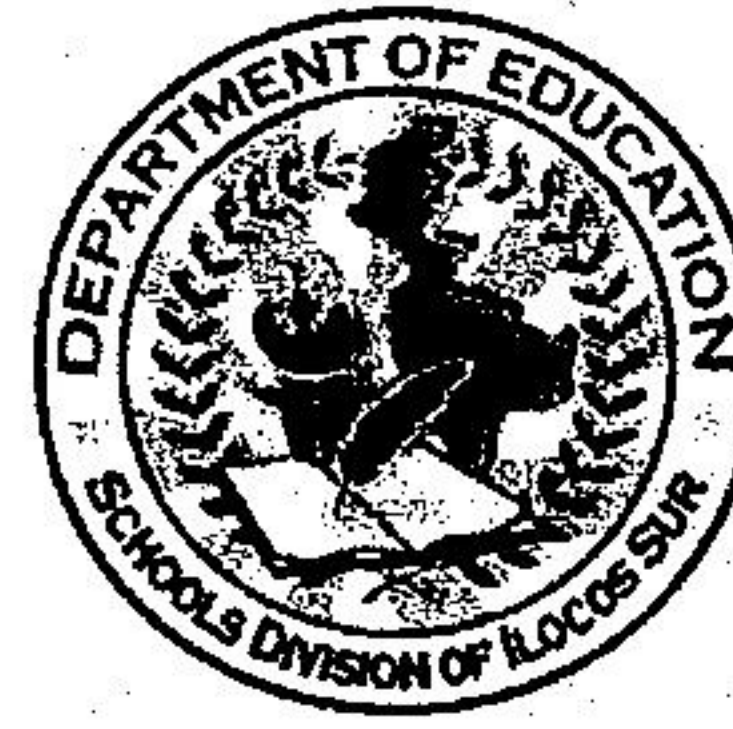




Republic of the Philippines  
Department of Education  
Region I  
**SCHOOLS DIVISION OF ILOCOS SUR**  
Bantay, Ilocos Sur



18 September 2019

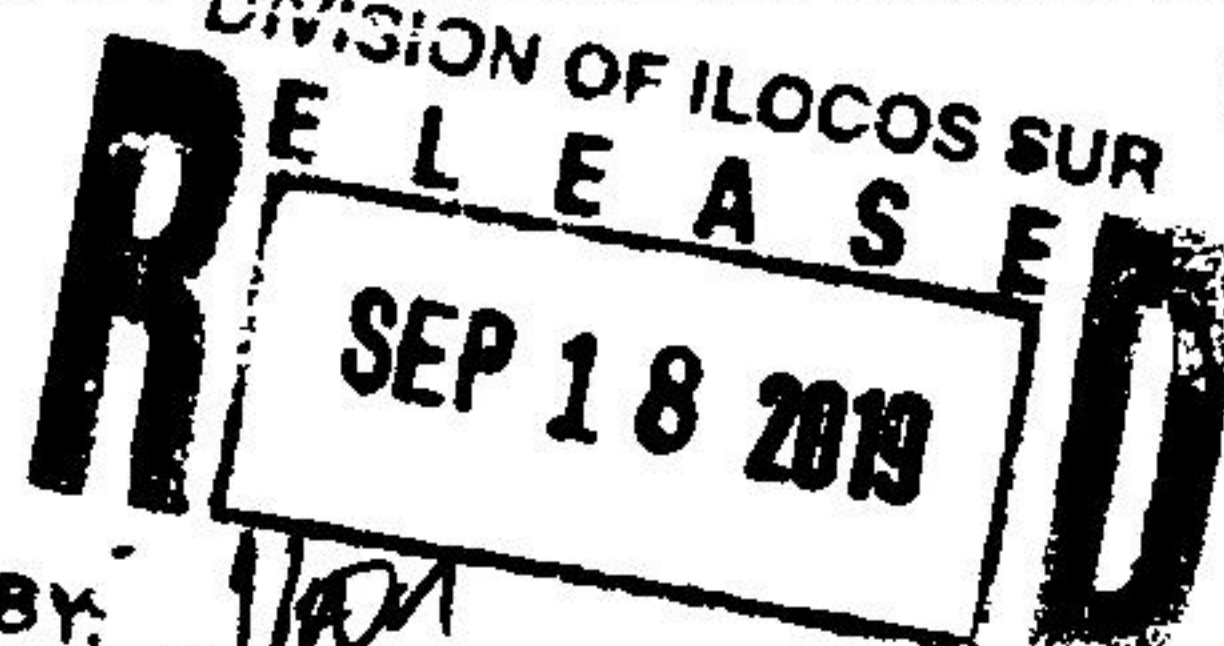
**DIVISION MEMORANDUM**

No. 324, s. 2019

**SDO ILOCOS SUR UPDATING ON DEPED POLICIES, SYSTEMS AND PROCESS CUM  
MANAGEMENT COMMITTEE MEETING**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Senior Education Program Supervisors  
Medical Officer III  
Engineer III (SDO)  
Information Technology Officer I  
Accountant III  
Planning Officer III  
Administrative Officer V (Administrative)  
Project Development Officer (I & II)  
Administrative Officer IV (Supply, Records, Cashier, Personnel)  
Education Program Specialist II  
Librarian II  
Nurse-In-Charge  
Dentist-In-Charge  
Public Secondary Principals/Head Teachers/OICs/TICs  
Public Elementary Principals/Head Teachers/OICs/TICs (all schools must be represented)  
Assistant Principals – Senior High Schools  
Presidents, Division Teachers Association

1. The SDO Ilocos Sur Updating on DepEd Policies, Systems and Processes Cum Management Committee Meeting shall be held on September 19, 2019 at 8:00 AM Sharp at Hotelinda Suites, Vigan City.
2. **All the 451 elementary schools, including primary and clustered schools shall be represented in the said activity. Likewise, the 64 secondary schools, including integrated schools shall also be represented in the activity. Assistant School Principals are also enjoined to attend the activity.**
3. Venue, lunch and snacks (AM & PM) to be served shall be charged against HRTD Fund of the Division while traveling expenses of Principals/Head Teachers/OICs/Presidents of Division Teachers Association shall be charged against the downloaded school MOOE subject to the usual accounting and auditing rules and regulations.
4. Wildest dissemination and strict compliance of this memorandum is enjoined.



**JORGE M. REINANTE, CSEE, CEO VI, CESO V**  
Schools Division Superintendent

To be indicated in the Perpetual Index under the following subjects:

Division Mancom

DepEd Policies, System and Processes

Meeting