



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



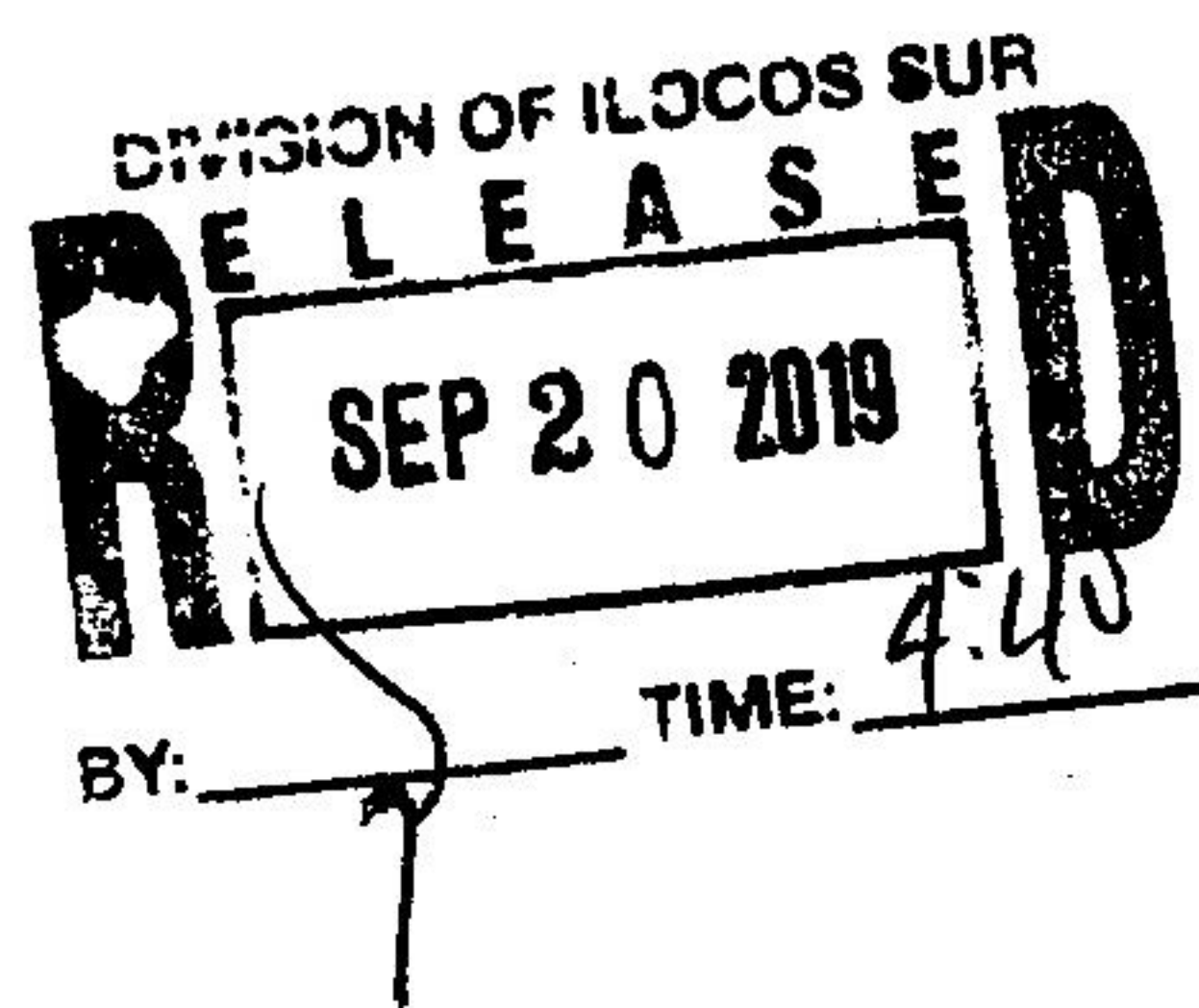
September 20, 2019

**Division Memorandum**  
No. 338, s. 2019

**PLANNING CONFERENCE OF ENGLISH COORDINATORS  
FOR THE CONDUCT OF THE 2019 DIVISION ENGLISH OLYMPICS**

**To: OIC-ASDS  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary & Secondary School Heads  
All Others Concerned**

1. There will be a planning conference of English Coordinators at the DepEd- Division Office Conference Hall, Bantay, Ilocos Sur on September 26, 2019 @ 9:00 AM for District English Coordinators (Elementary) and 2:00 PM for School English Coordinators (Secondary).
2. The following agenda will be discussed:
  - a. Conduct of the 2019 Division English Olympics;
  - b. Contested Activities, Contest Guidelines, Mechanics and Criteria for Judging;
  - c. Creation of Technical Working Group (TWG) and Working Committees; and
  - d. Other matters.
3. Administrative remedies shall be undertaken to the classes left behind by the teacher-participants.
4. Travel expenses in attending the conference shall be charged against local/school funds subject to the usual accounting rules and regulations.
5. For information and compliance.



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