



REPUBLIC OF THE PHILIPPINES  
Department of Education  
Region V  
**DIVISION OF CAMARINES SUR**  
*Freedom Sports Complex, San Jose, Pili, Camarines Sur*



August 1, 2016

Division Memorandum  
No. 178 s. 2016

**PLANNING CONFERENCE OF ENGLISH COORDINATORS/OFFICERS**

TO : Public Schools District Supervisors  
Principals/ School Heads (Elem./Sec.)  
English Coordinators/Officers

1. The Planning Conference of all English Coordinators Elementary and Secondary will be on August 5, 2016 (1:00 to 5:00p.m.) at Freedom Sports Complex, DepEd Compound, San Jose, Pili, Camarines Sur.
2. Agenda are as follows:
  - English Department Accomplishment Report for SY 2015-2016
  - Implementation/action plans for 2016 – 2017
  - Other Concerns
3. Participants in this conference are the Designated English Coordinator in the District (Elementary) and School English Coordinator (Secondary) with the Division Officers in English. Coordinators are advised to bring their accomplishment reports for S/Y 2015-2016 and Action plans for S/Y 2016 – 2017.
4. Travel and other incidental expenses of the participants relative to this activity are chargeable against School MOOE, subject to the usual accounting and auditing rules & regulations.
5. For information and compliance of all concerned.

  
**ARNULFO M. BALANE, CESO V**  
Schools Division Superintendent

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ONE Vision and Mission  
ONE Camarines Sur Division  
One Goal: Quality Education