

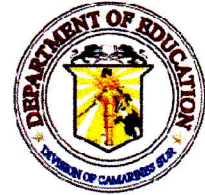


Department of Education

Region V

DIVISION OF CAMARINES SUR

Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM

No. 209 s. 2016

TO: Public Schools District Supervisors
Elementary School Principals/School Heads
District Research and Development Coordinators

Arnulfo M. Balane
FROM: **ARNULFO M. BALANE, CESO V**
Schools Division Superintendent

SUBJECT: DIVISION ORIENTATION AND PLANNING CONFERENCE FOR
DISTRICT RESEARCH AND DEVELOPMENT COORDINATORS

DATE: September 2, 2016

1. In line with the purpose to disseminate important issues and concerns on research and development, a Division Orientation and Planning Conference is scheduled on September 6, 2016, Tuesday, 8:30 am at the SDO Conference Hall, Freedom Sports Complex, San Jose, Pili, Camarines Sur.
2. The activity aims to:
 - a. increase awareness on preparation of action research proposal
 - b. discuss the duties and functions of District Coordinators;
 - c. plan activities for research and development;
 - d. discuss other related and important matters.
3. Participants to this conference are the District Research and Development Coordinators in the Public Elementary Level.
4. Travel allowance and other incidental expenses of participants shall be charged against school MOOE/Local Funds subject to the usual accounting and auditing rules and regulations.
5. For the information and guidance of all concerned.