DIVISION MEMORANDUM
No. 104 s. 2012

TO : All Concerned Secondary School Heads
     All Secondary Guidance Counselors
     All Designated School Guidance Counselors

FROM : The Office of the Schools Division Superintendent

RE : 2nd Division Conference of All Guidance Counselors

DATE : July 20, 2012

Please advise your respective Guidance Counselors to attend the 2nd Division Conference on July 27, 2012 at 1:00 o'clock in the afternoon at the LRV Pavilion, Rodriguez National High School, Cadlan, Pili, Camarines Sur.

The following will be the agenda for this meeting, to wit:

a. Reading and Approval of the Minutes of Previous Meeting.
c. Presentation and Approval of Guidance Forms.
d. Other Matters

Travelling and other expenses are chargeable against school funds, subject to the usual accounting and auditing rules and regulations.

Looking forward to your usual support and cooperation.

GILBERA T. SADSAD
Schools Division Superintendent

Reference:
GC MEMO NO. 2

Freedom Sports Complex, San Jose, Pili, Camarines Sur 477 3354 / 477 0387