DIVISION MEMORANDUM
No. [Redacted] s.2012

DIVISION GRAND LAUNCHING OF W.A.T.C.H. PROGRAM
(We Advocate Time Consciousness & Honesty)

To: Education Program Supervisors/Coordinators
Public Schools District Supervisors
Secondary/Elem. School Heads
School/District W.A.T.C.H. Coordinators

1. To strengthen the value of punctuality and honesty as a significant step in bringing about Project SMILE (Serbisyo ng Maayos at Mabilis Ilay Lagi sa Edukasyon), the DIVISION GRAND LAUNCHING OF W.A.T.C.H. PROGRAM will be on Friday, October 12, 2012 at the Capitol Convention Center, Capitol Complex, Pili, Camarines Sur.

2. Expected participants to this activity are the following:
   - Elementary - At least Four (4) participants per District
     - Public Schools District Supervisor
     - District W.A.T.C.H. Adviser
     - District W.A.T.C.H. Chairman (Pupil category)
     - SGC Chairman/Representative
   - Secondary - At least Six (6) participants per school
     - Principal/School Head
     - Guidance Coordinator or Faculty President
     - W.A.T.C.H. Coordinators (SSG Adviser, EsP Coordinator)
     - W.A.T.C.H. Chairman (Student category)
     - SGC Chairman/Representative

3. Enclosure No. 1 contains
   A. Program Matrix
   B. Working Committees
   C. Date of Final Planning conference
   D. Pre-Registration Form

4. A registration Fee of Two Hundred Fifty (P 250.00) pesos per participant will be collected to defray expenses which include; three (3) meals (2 snacks & 1 lunch) and the W.A.T.C.H. Club membership fee. All expenses incurred shall be charged against school MOOE / Organizational fund subject to the usual accounting and auditing rules and regulations.

5. For the information, guidance and compliance of all concerned.

GILBERT T. SADSA
Schools Division Superintendent