DIVISION MEMORANDUM

PLANNING CONFERENCE RELATIVE TO THE PARTICIPATION TO
THE 2012 REGIONAL LEADERSHIP TRAINING FOR PUPIL AND
STUDENT OFFICERS AND LEADERS

To: Asst. Schools Division Superintendents
    Division SSG Coordinator
    Heads of Public and Private Secondary Schools

1. A planning conference relative to the participation of DepEd-Camarines Sur to
   the 2012 Regional Leadership Training for Pupil and Student Officers and Leaders
   will be held 9 AM, November 9, 2012 at the Freedom Sports Complex Main
   Grandstand, San Jose, Pili, Camarines Sur.

2. This activity aims to:
   a. disseminate important information and guidelines in connection with the conduct
      of the 2012 Regional Leadership Training;
   b. provide venue for the discussion and formulation of plans regarding DepEd-
      Camarines Sur's participation; and
   c. identify the participants to the training.

3. The expected participants to this activity are the Division SSG Coordinator,
   School SSG Advisers, and Division SSG Advisers Federation Officers.

4. Attendance to this activity is on official business.

5. Travel expenses of the participants to the said activity shall be charged against
   local/school fund, SSG fund, local School Board fund, PTA fund or other fund source
   subject to availability and to the usual accounting and auditing rules and regulations.

6. Widest and prompt dissemination of this memorandum is highly enjoined.

[Signature]
MARILYN V. MARCO
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent