



October 5, 2017

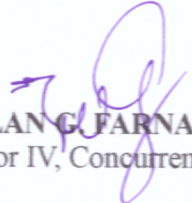
**DIVISION MEMORANDUM**

No. 318 s. 2017

**PRE-DEPARTURE ORIENTATION SESSION (PDOS) FOR QUALIFIERS TO THE  
2017 REGIONAL SCHOOLS PRESS CONFERENCE**

**To: Public and Private School Heads  
School Paper Advisers  
English Coordinators  
All others concerned  
This Division**

1. Please be informed of the Pre-Departure Orientation Session (PDOS) for the qualifiers to 2017 Regional Schools Press Conference (RSPC) on October 20, 2017, 1:00PM to 5:00PM at the Covered Court, El Salvador City Central School, El Salvador City.
2. The following agenda are to be discussed:
  1. Updates on the guidelines of the conduct of 2017 RSPC
  2. Reminders on the Specific Functions and Responsibilities
  3. Distribution of T-shirts
  4. Distribution of Bus/Vehicle Assignments
  5. Checking/Collecting of Parent's Consent, Medical Certificate, Registration
  6. Other matters
3. The following are the different committees during the PDOS:
  - a. Program – El Salvador City CS, Sinaloc ES
  - b. Attendance – MoluganES, Taytay ES, San Francisco de Asis ES/NHS
  - c. Physical Arrangement – El Salvador City NHS, Cogon ES and Kibonbon ES
  - d. Stage Decoration (Tarpaulin) – Hinigdaan NHS and Molugan NHS
  - e. Sound Preparation – Bolisong ES, Cogon NHS, Amoros ES
  - f. Documentation and Narrative Report – PSB ES, Sinaloc NHS
4. For strict compliance.

  
**ALLAN G. FARNAZO**  
Director IV, Concurrent SDS

