



DIVISION MEMORANDUM

No. 306, s. 2018

To: DIVISION CHIEFS
EDUCATION PROGRAM SUPERVISORS
EDUCATION PROGRAM SPECIALIST IN ALS
PUBLIC ELEMENTARY SCHOOL HEADS
PUBLIC SECONDARY SCHOOL HEADS

From: **AGUSTINES E. CEPE, Ph.D., CESO VI**
Schools Division Superintendent

Subject: A HAPPY MISOR NOTEBOOKS DISTRIBUTION

Date: September 28, 2018

1. The office of the vice governor Joey G. Pelaez will distribute the notebooks donated by special assistant to the president, Secretary Bong Go, to Alternative Learning System (ALS) learners and selected students and schools in the province.
2. Pursuant thereto, all School Principals / Heads selected schools and ALS Coordinators are enjoined to do the following:
 - a. Coordinate with the Office of the Vice Governor with regard to the actual schedule of distribution;
 - b. Organize a program for the distribution of notebooks with the student-beneficiaries; and,
 - c. Invite parents of students, Barangay officials and community members during the distribution.
3. The distribution activity may be integrated with PTA meetings or any available big activity of the school to maximize resources.
4. For coordination, the Office of the Vice Governor may be reached through mobile no.0926-1425024 c/o Mr. Jude Jan Batalla.
5. Immediate dissemination of this Memorandum is desired.

Copies Furnished:
Person Concerned, Records Section-Memorandum

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