



**DIVISION MEMORANDUM**

No. 309, s.2018

**To:** Assistant Schools Division Superintendent  
Chief Education Supervisors-CID/SGOD  
Education Program Supervisors  
Public Schools District Supervisor  
Education Program Specialists  
Education Program Specialist- ALS  
Planning Officers  
Division Accountant  
Division Administrative Officer V  
Division Medical Officer/Nurse  
Division Information and Technology Officer  
Public Elementary/ Secondary School Principals/Heads/Officer-In-Charge  
All Others Concerned

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

**Subject:** EL SALVADOR CITY DIVISION STAKEHOLDERS SUMMIT 2018

**Date:** October 1, 2018

1. The Department of Education Schools Division of El Salvador City will conduct the 2018 Stakeholders Summit on October 16, 2018, 8:00 o'clock in the morning to 5:00 o'clock in the afternoon at Country Village Hotel, Carmen, Cagayan de Oro City.
2. The activity aims to enhance the absorptive capacity of partnership and to employ effective and efficient partnership building strategies in the Schools Division of El Salvador City.
3. The participants to this activity are the Division Office personnel, Education Program Supervisors, Public Schools District Supervisor, School Heads, PTA Presidents, LGU's, Barangay Officials, donors and other stakeholders.
4. Expenses incurred in the conduct of this activity shall be charged against downloaded funds for Adopt-A-School, Local Stakeholders Convergence, Government and Community Partnerships, subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is hereby directed.

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Record Section  
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