MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Elementary School Principals
Public and Private Schools

CONDUCT OF 2ND PRINCIPALS TRAINING AND DEVELOPMENT PROGRAM
CUM REGIONAL BOARD CONFERENCE (NCR)

Attached is Regional Unnumbered Memorandum dated October 4, 2019
re: Conduct of 2nd Principals Training and Development Program Cum Regional
Board Conference (NCR) on November 6-8, 2019 at Hotel Supreme Convention Plaza,
Magsaysay Avenue, Baguio City, content of which is self-explanatory, for information and
appropriate action.

Particular attention is invited to paragraph nos. 1, 2, 3 and 4 of the said
Memorandum.

Immediate and wide dissemination of this Memorandum is desired.

SHERYLL T. GAYOLA
Education Program Supervisor
Officer-In-Charge
Office of the Schools Division Superintendent

Mak-Mak Mika Sho, Makatao, Makakulikaan at Makabansa
MEMORANDUM

TO : Schools Division Superintendents

FROM : MALCOLM S. GARMA
        Director IV

SUBJECT : Conduct of 2nd Principals Training and Development
            Program cum Regional Board Conference (NCR)

DATE : October 4, 2019

1. The Philippine Elementary School Principals Association-NCR (PESPA-NCR) is inviting the participation of DepEd PESPA-NCR officers and members, Program and District Supervisors, Teachers-in-Charge, school heads of both public and private schools in the region, and all interested NGESH passers and educators to the above-captioned activity on November 6-8, 2019, Hotel Supreme Convention Plaza, Magsaysay Avenue, Baguio City.

2. The said conference aims to enhance competencies of school heads for more effective leadership through better awareness of the roles they play and relationships they build in the performance of their duties.

3. Expenses relative to the attendance to the activity shall be charged to school MOOE/local funds, whichever may apply, subject to existing accounting and auditing rules and regulations.

4. For further information on the program, confirmation of attendance and logistics and other concerns, please call the PESPA Secretariat through Dr. Romeo I. Fernandez, President, at 0998-370-6924, or through Mr. Marino T. Calibara, Executive Director, at 0920-975-0198/0917-306-3032 and through (02)634-9285.

5. Wides dissemination of this Memorandum is desired.