



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 02, s. 2015

To : Integrated and Secondary School Heads
Public Secondary Schools

From : 
ISAGANI S. DELA CRUZ
Schools Division Superintendent

Subject: **SPECIAL MANCOM**

Date : January 5, 2015

1. There will be a Special Management Committee Meeting on January 9, 2015, 8:00 A.M at Phela Grande Hotel, Papaya Street, General Santos City.
2. The purpose of this Management Committee Meeting is to orient the school heads on Transfer, Hiring and Promotion Guidelines.
3. Participants to this Management Committee meeting are the Integrated and Secondary School Heads, Division Superintendent, Assistant Schools Division Superintendents, CID and SGOD Chiefs of this Division.
4. A registration fee of Eight Hundred Pesos only (Php 800.00) shall be collected from each participant to defray expenses for 1 meal and 2 snacks and other incidental expenses related to the activity.
5. Registration fee and traveling expenses of the participants are chargeable against local funds subject to usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.