



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

**Office of the Schools Division
Superintendent**

September 8, 2023

DIVISION MEMORANDUM
No. 0409 s, 2023

**SDO MONTH-END COORDINATION MEETING AND POST EVALUATION
OF NATIONAL TEACHERS' DAY KICK-OFF**

To : Assistant Schools Division Superintendents
Chief of CID and SGOD
Education Program Supervisors
Chairmen of Different Committees on National Teachers' Day
SDO Proper Non-Teaching Personnel
All Other Concerned

1. This Office announces the conduct of SDO Personnel Month-End Conference and Post Evaluation of the National Teachers' Day Kick-Off on September 11, 2023. Venue will be at the Metro Center Hotel to start at 1:00 o'clock in the afternoon. Participants to this activity are the SDO proper Teaching related, Non-Teaching Personnel and Chairman of different committees during the conduct of National Teachers' Day Kick-Off.
2. The Committee Chairman is given at least 3 minutes to report on the following:
 - a. Fulfilling accomplishment
 - b. Lessons learned
 - c. Corrections/amendments to lessons learned
3. Expenses on the venue and snacks are charged against SDO MOOE subject to the usual accounting and auditing rules and regulations.
4. For the information and guidance, and compliance of all concerned.

EVANGEL M. LUMINARIAS, PhD., CESO V
Schools Division Superintendent

OSDS/ADMIN/EML/fma



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