

Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CITY SCHOOLS – TAGBILARAN CITY**  
City of Tagbilaran

**MEMORANDUM**

**To:** Chief Education Supervisor, Curriculum Implementation Division  
Division Senior High School Coordinator  
Education Program Supervisor (TLE)  
School Principals, Head Teachers (TLE), Senior High School  
Coordinators, TVL Coordinators, and Research Coordinators of the  
following schools:  
Cogon High School Evening Class  
Dr. Cecilio Putong National High School  
Manga National High School  
Mansasa National High School  
San Isidro National High School  
Tagbilaran City Science High School

**From:** **JOSEPH IRWIN A. LAGURA, PhD**  
Schools Division Superintendent

**Date:** **December 10, 2019**

**Subject:** **DIVISION CONFERENCE ON SENIOR HIGH SCHOOL IMPLEMENTATION**

1. A Division Conference on the Implementation of the Senior High School will be conducted on Tuesday, December 17, 2019 at the Library of Dr. Cecilio Putong National High School, Cogon, Tagbilaran City at 8:00 o'clock in the morning.
2. Relative to this, the following personnel are assigned to prepare the following:  
Venue: (Mrs.) Virgilia G. Omictin  
(Mrs.) Lanie Gutas  
Registration/Attendance: (Mrs.) Dioscora E. Ramos  
(Mrs.) Maria Dolores T. Dahab  
Sound System: Mr. Justino M. Canda  
Mr. Alberto Tibod, Jr.  
Preliminary Activities: (Mrs.) Corazon H. Samuya  
(Mrs.) Grace Marie L. Campos  
Record of Minutes: Miss Maurine C. Castaño
3. Teachers who are participants in this conference shall be given service credit as provided in DepEd Order No. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*.
4. Immediate dissemination of this Memorandum is desired.