



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet

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January 4, 2019

REGIONAL MEMORANDUM

No. _____

REGIONAL TECHNICAL PLANNING CONFERENCE FOR 2019 SBM CONGRESS

TO: Schools Division Superintendents
All others concerned

1. In preparation for the 2019 School Based Management (SBM) Congress to be conducted within the first quarter of this year, this office will conduct a planning activity on January 10, 2019 at 8:00 AM, Ecolodge, Magsaysay Ave., Baguio City.

2. The participants to the said activity are all Schools Division Office SBM – Coordinators, FTAD Staff of the region who will serve as secretariat and documenter, QuAd, CLMD and HRDD Chiefs or representatives.

3. All SBM coordinators are requested to bring their updated SBM Level of schools following the format below:

Schools Division Office of _____

TOTAL NO SCHOOLS	DEVELOPING	MATURING	ADVANCED
ELEMENTARY			
SECONDARY			

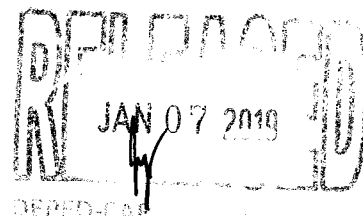
4. Accommodation and meals (breakfast, lunch, dinner, morning and afternoon snacks) for one day will be charged to the region's MOOE. First meal will be breakfast of January 10, 2019 and last meal will be dinner of the same date. Lodging (except for Baguio City and Benguet) will be at the Ecolodge, Magsaysay Ave., Baguio City.

4. Travel expenses will be charged to local funds subject to the usual accounting and auditing rules and regulations.

5. Immediate dissemination of and strict compliance to this memorandum is desired.

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MAY/B. ECLAR, Ph. D., CESO V
Regional Director *7*

FTAD/marj/CFM



Tracking Number:
1546 - 8748 - 75