



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

August 15, 2022

DIVISION MEMORANDUM

No. 276 s. 2022

**1st VIRTUAL DIVISION CONVERGENCE OF EDUCATION LEADERS FOR
ELEMENTARY, SECONDARY & INTEGRATED SCHOOL HEADS, SY
2022-2023**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/OIC of the Districts
Heads of Public Elementary, Secondary and
Integrated Schools
All Concerned

1. This Office will conduct a **Virtual Division Convergence of Education Leaders for All Public Elementary, Secondary and Integrated School Heads** on August 26, 2022 at 1:00-5:00pm.

2. Participants to this convergence are all Public Elementary, Secondary and Integrated School Heads. District of Mambusao East will be in-charge of the preliminaries and to record the minutes of the meeting.

3. The following are the Division Office personnel who are authorized to attend the virtual meeting:

- 2.1. OIC, Office of the Assistant Schools Division Superintendent
- 2.2. Chief Education Supervisors, CID and SGOD
- 2.3. Education Program Supervisors
- 2.4. Public Schools District Supervisors/OIC of the Districts
- 2.5. Senior Education Program Specialists (Planning & Research, HRD, Soc. Mob. and M & E)
- 2.6. Attorney III (Legal Services)
- 2.7. Administrative Officer V (Budget)
- 2.8. EPS II-ALS/OIC, Office of Administrative Officer V
- 2.9. Administrative Officer IV (Personnel)
- 2.10. Administrative Officer IV (Cash)
- 2.11. Administrative Officer IV (Supply)
- 2.12. Administrative Officer IV (Records)
- 2.13. Accountant III
- 2.14. Information Technology Officer I (ICT Services)





Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

- 2.15. Engineer III (Education Facilities)
- 2.16. Div. Medical Officer III
- 2.17. One (1) Dentist II
- 2.18. One (1) Nurse II
- 2.19. Planning Officer III
- 2.20. PDO II-DRRM
- 2.21. One (1) PDO I-YF

- 4. The Virtual Link (MS Teams) to this meeting is <https://bit.ly/SDOCAPIZDCEL>.
- 5. Expenses relative to the conduct of this activity shall be charged against the Division HRTD funds subject to the usual accounting and auditing rules and regulations.
- 6. It is understood that in the conduct of this activity there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, and personal circumstances that run counter to the principles of equal opportunity.
- 5. The conduct of this activity must comply with the minimum health and safety protocol set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
- 7. Immediate dissemination of and compliance with this Memorandum are desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent



